



City of Auburn, Maine

Community Development

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6600

**Citizen's Advisory Committee Meeting Agenda
December 17, 2021 @ 10am
Zoom**

1. Introductions
 - a. Members
 - i. Update on Appointment Committee
 - b. New Community Development Office (CDO) Staff:
 - i. Jennifer Dick – Assistant Community Development Manager
 - ii. Cindy McNeil – Community Development Finance Manager
2. CARES Act CDBG-CV Budget Revision
 - a. CDO has prepared a revised budget which reallocates unspent funds.
 - i. Revised Budget - Proposal Attached
3. Neighborhood Challenge Grant Award
 - a. Community groups can request up to \$10k in infrastructure improvements within a specific neighborhood.
 - i. New Auburn Benches (up to \$10,000) – Proposal Attached
4. PY22 Public Service Grant Priority Impact
 - a. CDO is identifying community priorities for next year's Public Service Grants. This allocation is approximately \$100k/year. By selecting and prioritizing up to 4 national objectives the CDO office will solicit Request for Proposals (RFPs) which target specific community identified needs.
 - i. Senior Services (05A)
 - ii. Youth Services (05D)
 - iii. Battered and Abused Spouses (05G)
 - iv. Transportation Services (05E)
 - v. Employment Training (05H)
 - vi. Childcare Services (05L)
 - vii. Housing Counseling (05U)
 - viii. Other (05Z)



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5. Consolidated Annual Performance Evaluation Report (CAPER)
 - a. The DRAFT Caper was released to meet statutory deadlines. CDO staff are working with HUD to make necessary corrections and updates to the PY2019 & PY2020 Capers before they can be completed.

6. Community Engagement
 - a. CDO is looking for ways to better solicit input from the community in regard to setting priorities for the development of the Consolidated Plan & Annual Action Plans.

7. Committee Composition/ Role
 - a. CDO is looking for targeted recruitment to fill remaining vacancies and composition as required by the Citizen Participation Plan.
 - b. CDO staff will complete PY19&20 Caper as well as begin developing PY22 Action Plan in concert with HUD. These will be brought back to the CAC in Spring 2022.



City of Auburn, Maine

Business & Community Development

Glen Holmes, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

December 2, 2021

To: Citizen Advisory Committee
City Council
Auburn Residents

Re: CDBG-CV Revised Budget

The U.S. Department of Housing & Urban Development released funds to entitlement cities through the Coronavirus Aid, Relief & Economic Securities (CARES) Act in June of 2020. These funds are managed as if they were part of the Community Development Block Grant (CDBG) program except for two conditions. First, this is a one-time allocation and not an annual allocation requiring a new budget to be developed each year. Instead, this is a single budget to be followed until all funds are drawn. Second, the use of these funds needs to be targeted to alleviating the impacts of the Covid-19 pandemic and additional documentation of this program goal must be provided.

The City received \$334,985 in CDBG-CV funds in June of 2020 and an additional \$137,932 in February of 2021. At the close of the fiscal year in June 2021 there was a remaining balance of \$221,164. This budget revision reallocates the remaining unspent funds in the following manner. Complete details can be found as an addendum to this budget.

Activity	Impact	Budget
Grocery Distribution Program	Food Security	\$76,500
Micro-Enterprise Kitchen Facilities	Economic Development	\$45,000
Micro-Enterprise Loans	Economic Development	\$35,000
Senior Care Kits	Public Service	\$5,000
Housing Advocates (legal aid) – RFP Process	Public Service	\$15,000
Adult Ed Transportation & Hotspots	Public Service	\$6,000
Job Training Through Strengthen LA	Public Service	\$20,000
Salaries	Administration	\$18,664

This budget will be presented to the Citizen Advisory Committee and be released for public comment for 30 days prior to adoption by the City Council.

REVISED Budget CDBG-CV

November, 2021

Project	Activity	CDBG-CV Round 1	CDBG-CV Round 3	Total CARES ACT Funding	Spent to Date	Final Revised Budget	
		Allocation Round 1	RD3 Funds	CARES Act Total Budget	Close of PY20	To Allocate: \$221,164.56	New Balance
Food Security	Refrigeration Infrastructure	\$ 90,000.00	\$ 65,000.00	\$ 155,000.00	142522.68	142,522.68	0.00
Food Security	Grocery Distribution Program	\$ 25,000.00	\$ -	\$ 25,000.00	33403.06	109,903.06	76,500.00
Food Security	Farmer Market Tickets	\$ 19,985.00	\$ -	\$ 19,985.00	1310	1,310.00	0.00
Food Security Total		\$ 134,985.00	\$ 65,000.00	\$ 199,985.00	\$ 177,235.74	253,735.74	76,500.00
Economic Development	Micro-enterprise shared Food Facilities					45,000.00	45,000.00
Economic Development	Small Business/Microenterprise Loans	\$ 100,000.00		\$ 100,000.00	35000	70,000.00	35,000.00
Econ Dev Total		\$ 100,000.00	\$ -	\$ 100,000.00	\$ 35,000.00	115,000.00	80,000.00
Public Service	Summer Camp/Child Care Scholarship	\$ 30,000.00		\$ 30,000.00	30850	30,850.00	0.00
Public Service	Summer Camp/Child Care Equip	\$ 15,000.00	\$ -	\$ 15,000.00	0	0.00	0.00
Public Service	Senior Care Kits	\$ 5,000.00	\$ -	\$ 5,000.00	4820.55	9,820.55	5,000.00
Public Service	Work with ME Transportation		\$ 2,000.00	\$ 2,000.00	0	0.00	0.00
Public Service	Legal aid - Housing Advocate (to RFP)					15,000.00	15,000.00
Public Service	Adult Ed Transportation & Hotspots					6,000.00	6,000.00
Public Service	Strengthen LA					20,000.00	20,000.00
Public Service	Public Service Grants for nonprofits		\$ 40,000.00	\$ 40,000.00	0	0.00	0.00
Public Service Total		\$ 50,000.00	\$ 42,000.00	\$ 92,000.00	\$ 35,670.55	81,670.55	46,000.00
Admin	Salaries/Wages	\$ 50,000.00	\$ 30,932.00	\$ 80,932.00	3846.15	22,510.71	18,664.56
Admin Total		\$ 50,000.00	\$ 30,932.00	\$ 80,932.00	\$ 3,846.15	22,510.71	18,664.56
Totals		\$ 334,985.00	\$ 137,932.00	\$ 472,917.00	\$ 251,752.44	472,917.00	221,164.56



City of Auburn, Maine

Recreation Department

Sabrina Best, Recreation Director

48 Pettengill Park Road | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

MEMO

Date: August 3, 2021

To: Zakk Maher, CDBG Administrator

From: Auburn Recreation Department

RE: Request to continue funding for Grab n' Go Program (Food Security)

Dear Zakk:

The Auburn Recreation Department is submitting a letter of request to continue utilize COVID Relief CDBG funding for the Grab n' Go Program (Food Security). As the program developed back in March 2020 in immediate response to the COVID-19 pandemic the hope was for the program to no longer be needed by the Auburn Community by July 1, 2021. Unfortunately, even as our community, State, Country, and World continue to shift back to normal there are still various impacts the pandemic left behind and remain unsolved. One of these major impacts was the loss of jobs, increase in unemployment numbers, health risks and loss of benefits and resources.

As the numbers of GNG households continue to increase there is a clear demand and need for the program to continue past the original end date of July 1, 2021. We are seeking a continuation of the program and are requesting to utilize the COVID Relief CDBG funding allocated to go towards the GNG program to continue until July 1, 2022 at which time we will reassess the need and demand.

We are requesting a total program budget of \$76,500 to operate for a full year. These funds would go towards expenses such as: Staff wages and benefits, Purchasing of Food from the Good Shepard Food Bank, Gas for deliveries, packaging materials and staff cell phone. Attached is the Program Budget. We will continue to solicit donations (monetary and program related).

Sincerely,

Sabrina Best

Recreation Director



City of Auburn, Maine

Business & Community Development

Glen Holmes, Director

60 Court Street | Auburn, Maine 04210

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November 23, 2021

To: Citizen Advisory Committee
City Council
Auburn Residents

Re: Micro-Enterprise Kitchen Facilities.

This program proposes to convert the current City-owned kitchen facilities located on Pettengill Park Road to a food production incubator space for current and new micro-enterprises. This facility will be available for use by qualified Low-to-Moderate Income qualified businesses and entrepreneurs to produce products or the facilitation of Pop-up restaurant opportunities. As more residents are seeking relief from Covid-19 pandemic related income and/or food insecurity, the availability of a municipally owned incubator space will allow for experimentation of new products and service businesses within the community which currently struggle to enter into the commercial real-estate market, or who are solely wholesale production but currently lack the means to open and license the required facilities.

In addition to the redevelopment of the facilities, the Community Development Office will solicit proposals from local non-profits to accomplish two things. First is to facilitate the scheduling and maintenance of the



facilities to qualified entrepreneurs at a sliding-scale fee. Second role of this organization would be to facilitate the required education and immersion training experience for qualified Low-to-Moderate income individuals (or other qualified populations as designated by HUD).



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November 23, 2021

To: Citizen Advisory Committee
City Council
Auburn Residents

Re: Legal Aid Housing Advocate

This program proposes to solicit proposals from qualified advocacy firms or legal representatives to provide Housing Advocacy Services to qualified Low-to-Moderate income households. This competitive process would be to establish a service provider to provide legal advice and housing counseling services to homeowners and renters who lack the means to hire their own representation in matters relating to housing.

This would be a one-time program with a fixed budget and firms will be selected based on best fit for the community and lowest hourly rate in order to maximize impact on needy Auburn families.



AUBURN ADULT AND COMMUNITY EDUCATION

77 HARRIS STREET
AUBURN, MAINE 04210
(207) 333-6661
www.auburn.maineadulted.org

LEARNING CENTER
60 COURT STREET; 4th FLOOR
(207) 333-6601 (EXT. 1311)

William Grant
DIRECTOR

Dear Zakk:

We are experiencing some barriers to our adult learners in completing their education due to Covid. We have students who do not have access to the internet to do their work and or join a class remotely. The remote learning option is vital to those students who have childcare issues, compromised immune systems and can not attend in person. Having hot spots would be an essential piece of their education. We also have students who can not access transportation for classes in our adult ed program. Having access to transportation would help them to be successful in completing their education with us. If we could remove some of these barriers I am certain that we can help more Auburn residents access education and improve their chances at employment and remaining in our community.

The last barrier for many students who drop out of school is their need for help and or tutoring one on one to complete their classwork. Many students who were not successful with day school experienced the frustration in adult education of not having access to tutors. Covid prevented in-person learning and so many students dropped out of day school and are seeking an alternative path to their education.

I am requesting a budget of \$5,199.6 to help remove these barriers for our students. I am including the budget for those expenses in an attachment for you to review. I would be happy to answer any questions.

Kathryn Saunders
Assistant Director of
Auburn Adult Education
207-333-6661
k Saunders@auburnschl.edu



November 30, 2021

Dear Mr. Holmes:

As you are aware, COVID-19 has been devastating in regards to workforce opportunities. Unemployment rates continue to be high and labor participation low despite numerous employment opportunities across the area. New, collaborative efforts are needed to address this shift in workforce and Strengthen LA hopes to be the driving force behind these efforts.

The goal of Strengthen LA is to bring together programs, resources, and capacity to align them in a common direction which addresses the new and changing needs of today's workforce. Strengthen LA would be a seamless continuum of education, training, and employment where job seekers could access all of the support the area has to offer through one process. By providing support and navigation through the various programs along with continued support post-employment, Strengthen LA is not only seeking to employ people but follow them through to long-term employment success.

Strengthen LA is no small undertaking. We have the commitment of community partners and leaders within the community, all driven to see those within our community thrive; employees and employers alike. To support this effort, we ask that the City of Auburn contribute \$20,000 of Community Development Block Grant funding to the Strengthen LA efforts. By supporting this effort you will be joining other organizations/groups who see the potential that Strengthen LA has to have an immediate impact in the community. Others with financial commitments to Strengthen LA include:

1. John T. Gorman Foundation (\$175,000 in 2021 with a commitment to give in 2022)
2. Housing and Urban Development (HUD) Choice Grant Program (\$20,000 per year)
3. Lewiston Auburn Metropolitan Chamber of Commerce (\$50,000)
4. Lewiston Auburn Adult Ed (\$500)
5. Hahnel Bros Co (\$1,000)
6. Strengthen LA Partners (\$30,000 in kind)

To ensure your investment, all data collected from Strengthen LA's efforts (including information on Auburn residents including family size and increase in household income) will be made available for review.

We appreciate your support of our program and consideration of our request.

Sincerely,

Brian Pickard
Director of Community Workforce Partnerships
Lewiston Auburn Metropolitan Chamber of Commerce

Economic and Community Development Neighborhood Challenge Grant Preliminary Application Form

Estimated amount of funds requested:

ASSOCIATION INFORMATION

1. Neighborhood Group: Age-Friendly Community Committee
2. Project Title: Benches and Trash Receptacle
3. Group Contact: Larry Pelletier
(This person will be the designated contact for all project matters)
4. Mailing Address: 129 Second Street, Auburn, Maine 04210
5. Phone: (207) 319-3018 E-mail address: concernedcitizen129@gmail.com
6. Location of project: Art wall on Main Street and the Auburn Esplanade Walkway

PROPOSED GRANT PROJECT

1. Provide a detailed description of the proposed project: We are proposing placing 3 park benches and one trash receptacle at the art wall on Main Street and 3 park benches along the Esplanade walkway.
2. How will the project specifically address the needs, issues and concerns of the neighborhood? *The specific purpose of this project is to enable and encourage citizens of Auburn, young and old who walk along Main Street and on the Esplanade walkway to be able to sit and rest, when needed. At this time, there are no benches on which to sit and look at the artwork on Main Street. We feel that having the benches will enable people to take more walks, with the opportunity to sit and rest for a little while. With no resting opportunities, people are discouraged from walking and enjoying the weather, sights and sounds in nature. It is healthy to walk and get fresh air. Our desire is to get people outside, engage and inspire the senior community to walk safely on well-used, well-lit and safe walking paths. Walking in hot weather is difficult, so we would like to have the benches available to sit on and rejuvenate those who tire easily or quickly. The benches will also allow those who use them to spend more time in the fresh air. Resting is important and enables people to feel calmer and more peaceful. This will significantly impact one's well-being and mental health. These benches will also provide opportunities for social connection, meeting others and striking up conversations and friendships. It is a way to connect with others. When space is shared, everyone benefits. People can pack a lunch and embrace some much needed simplicity. Access to a place to sit gets a person more active. Studies show that people will do more local walking if there is a place to go and sit. For those with limited mobility, a resting place will enable them to walk around and have a place to rest. These benches will also provide an opportunity to combat loneliness and isolation. Citizens may walk or jog more often, knowing that they have a place to rest. They will be able to set achievable targets. Park benches are extremely versatile. They can even be used for a quick lunch break workout. The trash receptacle would be placed at a convenient location for the disposal of lunch/snack refuse at the Main Street location. We would like the Public Works Department to do the installation of the benches and trash receptacle (no picture available). We are requesting \$10,000.00 for this project to include any installation costs incurred by the Public Works Department.*

3. Attach the following specific information to the back of the application:

- Photographs of the project area with street name(s)
- Project Drawings (if available)

4. How will neighborhood residents be involved in the project. Broad neighborhood participation is highly encouraged.

We have local citizens in the New Auburn area who will police the area, once installed. Otherwise, residents will not be involved directly while the project is underway. It would be too dangerous to have people at the project site.

The Age-Friendly group would like to be involved in staking out the desired locations for the benches and trash receptacle, if possible.

List two (2) people who will serve as the project team: Larry Pelletier and Jan Biron

Name:	Larry Pelletier	
Address:	129 Second Street	Auburn, Maine 04210
Telephone:	(207) 319-3018	
Email:	concernedcitizen129@gmail.com	

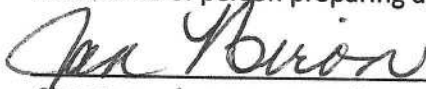
Name:	Jan Biron	
Address:	94 Western Avenue	Auburn, Maine 04210
Telephone:	(207) 576-1535	
Email:	<u>ianbiron94@gmail.com</u>	

SIGNATURE OF APPLICANT/LEAD CONTACT PERSON

We certify that the neighborhood group is in full support of this application. We understand that this is a preliminary application and additional information may be required. Staff of the Economic and Community Development Department will be available to assist with the development of the project, budget and construction of the project. Applicant(s) is expected to participate in the full development with the assistance of City Staff and will encourage neighborhood participation with in-kind donations of time, labor, and materials when appropriate.

Jan Biron

Print name of person preparing application



Signature of person preparing application

June 13, 2021

Date

Larry Pelletier

Print name of Lead Contact Person



Signature of Lead Contact Person

June 13, 2021

Date

IMPORTANT NOTE: This is a preliminary application only. Once submitted City of Auburn staff will assist you in furthering developing the project and may require more information based on the scope of the project.

Applicants are encouraged to secure matching funds in the form of donated labor, materials or cash.

Minimum project funding: \$ 1,000

Maximum project funding: \$10,000

Eligible projects: Must be city-owned property to include but not limited to parks and greenspaces, sidewalks and roadways, walking paths.

Application Checklist

Please complete the attached checklist to help insure that the application is finished.

Group/Organization Information

Information complete?

Yes

x

Proposed Grant Project

Project information/details complete?

Yes

x

Photographs attached?

x

Neighborhood Participation

Participation Information complete?

Yes

x

Project team identified?

x

Appropriate organization signatures?

x

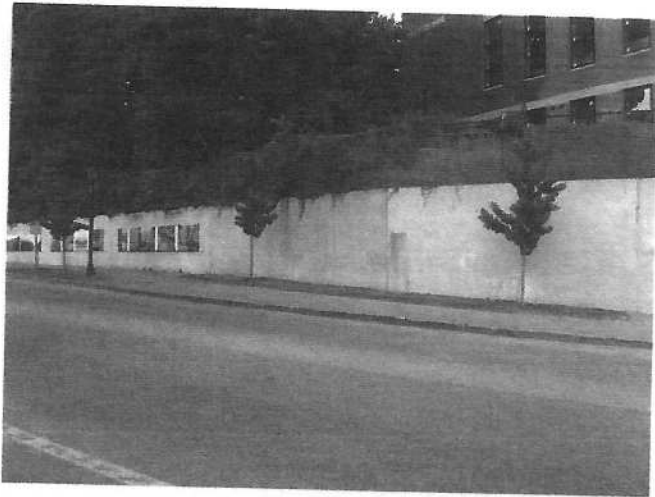
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For more information please contact:

Zachary Lenhart
 Community Development Manager
 333.6601 ext.1336
zlenhart@auburnmaine.gov



Art Wall – Main Street



Art Wall – Main Street



Art Wall – Main Street



Esplanade near Falls



Proposed Bench \$898.00 each

Public Comments Requested:

Per Statutory requirements this Consolidated Annual Performance Evaluation has been released in DRAFT form for public comment. All Public comments can be submitted to CDBG@auburnmaine.gov or delivered in person at the Community Development Office located at 60 Court St Auburn, ME. Any and all comments received will be included in the final version of this report which is submitted to the US Department of Housing & Urban Development.

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Auburn/Lewiston Consortium Annual Performance Report describes implementation of the consortium's consolidated plan for the 2020 project year. The consolidated plan covers the use of HOME Investment Partnership Program (HOME) for both Auburn & Lewiston, Community Development Block Grant (CDBG) for Auburn and leveraged funds for the period of July 1, 2020 through June 30, 2021. Objectives and expectations for HOME & CDBG funds have been identified through the Consolidated Plan process. The Annual Action Plan addresses how identified objectives are met for each year of the Consolidated Plan.

The global Covid-19 pandemic as well as a high rate of staff turnover within the program significantly affected the outcomes contained in this report. However, progress has been made to address Consolidated Plan priorities and objectives. When the CDBG Covid-19 funds were provided to the city there was no requirement to increase the expected outcomes of the Annual Action Plan. The effect is that the impact from the extra programming created the illusion that the city outperformed its expectations. In reality, where the regularly expected impacts were difficult to reach due to the pandemic, the added programs overcompensated for the shortfall in impact.

Improve Parks and Create Community Gardens: Agreements have been signed with St. Mary's Nutrition Center for the construction of the third community garden. This garden, located on Whitney St, has been fenced in and most of the garden beds built and planted for this growing cycle. The other two gardens continued to operate this year with health and safety guidelines in effect. The City also installed neighborhood signs in New Auburn to promote neighborhood identity and benches in Anniversary park.

Make Neighborhoods Safe and Walkable: The City of Auburn has made a number of efforts this past year towards making neighborhoods safe

and walkable. On Third St, a raised crosswalk been installed to service the community around the neighborhood Boy & Girls Club and safely and reduce vehicle speeds on these residential streets.

Prevent Deterioration of Housing Stock/Aub: The pandemic paused rehab projects and a lack of contractors has created a backlog of projects. Delays caused by the pandemic and rising construction costs have added to the large amount of open/uncompleted projects, many of which were finished and closed out during the final months of this program year. Moving forward Auburn is now better positioned to make broader, more impactful improvements in the condition of housing stock across the city during the subsequent years of this consolidated plan to make up for the lack of notable forward momentum this past year.

Improve Quality of life for Seniors: Throughout the pandemic the Auburn Recreation and the new Senior Community Center were busy with a variety of programming for the community. When allowable under Covid safety protocols programming was offered and centered around the senior population. These programs provided opportunities for seniors to be social and physically active as well as participating in meal programs. Similarly, in addition to a Public Service grant to SeniorsPlus for a Meals-on-Wheels program, new programming was added for Seniors including the Senior Activity Kits and the Grab-N-Go food delivery program which were launched to mitigate the harmful effects of isolation and hunger caused by the Covid19 Pandemic.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Improve Infrastructure and reduce blight	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	6166	205.53%	1000	6166	616.60%
Promote Economic Opportunities	Non-Housing Community Development	CDBG: \$ / HOME: \$	Jobs created/retained	Jobs	10	1	10.00%	2	1	50.00%
Promote Economic Opportunities	Non-Housing Community Development	CDBG: \$ / HOME: \$	Businesses assisted	Businesses Assisted	10	6	60.00%	2	6	300.00%
Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1200	1085	90.42%	384	1085	282.55%
Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	54		81	54	66.67%

Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	100	51	51.00%	25	51	204.00%
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	12	24.00%	10	12	120.00%
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	125	38	30.40%	30	38	126.67%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Anti-Poverty Strategy has been addressed by providing funds to public service agencies and two city programs. Literacy Volunteers, Community

Youth Services and Androscoggin Head Start are crucial to the success of families who are struggling with the issues of poverty. The Auburn Police Department offers a program called "Work with Me" aimed at area high school youth to ensure they remain in school and learn important skills that can transition them out of generational poverty. The Recreation Scholarship Program is funded to aid LMI families by offering valuable summer camp experiences for area youth. The program provides greater diversity within the campers as well as making it possible for parents to work, look for employment and better their financial situations.

Auburn's aging housing stock has been neglected and in disrepair within specific target areas. Rehab projects dropped off due to the pandemic. Many jobs were canceled or greatly delayed because of the added risk of bringing contractors into occupied units during the pandemic. Program guidelines have been revamped at the end of the project year to streamline applications as well as to limit the number of various programs putting funding into the same property. The goal moving forward is to generate larger impact within the community by focusing on many more, smaller dollar critical repairs needed by Auburn residents as opposed to whole-home upgrades. Auburn appears to be experiencing more investment in housing due to rise in housing costs in other areas of the state.

The City addressed the safety and walkability of neighborhoods with pedestrian improvements to Third St. A raised crosswalk was installed that allows visitors of the Boys and Girls Club to safely cross the street to the newly constructed Anniversary Park. A Neighborhood Challenge Grant was also used to place benches and bike racks within Anniversary park to improve accessibility. Walkability is also continuing after the design commissioned for the Library St. area.

Promoting Jobs and development has been a difficult goal to make progress on. The City is finding the program difficult for applicants due to eligibility requirements. Program guidelines were altered to expand eligibility but the City still only approved one activity under this goal the past project year. The city was more successful dispersing the additional Covid grant funds to another 3 businesses.

Preventing homelessness was addressed through public service providers, Tedford Housing and Safe Voices, who provides shelter for the homeless.

The continued Senior Center Expansion allows the City to better serve the growing senior population of Auburn by providing more space and better amenities. New additions this year were expanded refrigeration and backup generators to help service seniors through the pandemic.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	651	15
Black or African American	215	0
Asian	14	4
American Indian or American Native	17	0
Native Hawaiian or Other Pacific Islander	2	0
Total	899	19
Hispanic	9	3
Not Hispanic	890	16

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The total population for the city of Auburn is 23,414 and the 2019 ACS shows that 91% of the population is white, 5.7% is two or more races, while all other races were less than 2%.

The analysis of CDBG Funds spent by population shows that 72% were white, 24% were black and the other races received 4%. Home Funds spent by population shows that 78% of the funds went to white households/persons, 21% are Asian households/persons. Demographics for the City are changing as more diverse families are seeking to settle in Auburn. The discrepancy with the HOME funds total demonstrates a struggle for these families to enter into homeownership as well as the need for further improvements to the city's affirmative marketing plan.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	909,356	841,917
HOME	public - federal	1,365,409	539,708

Table 3 - Resources Made Available

Narrative

The city had a notable carry over of uncompleted projects from the previous year which were completed during this period. The higher number of CDBG funds represents the city catching up on not just open projects but the subsequent drawdowns.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

Narrative

The 2020-24 Consolidated Plan did not provide for a target area of focus, but instead categorized activities under a city-wide lens. Because of this the data provided by the IDIS reporting system did not track such information.

Under the most recent Action Plan there is a designated target area of focus for future projects. This area consists of Census tracts 101, 103 & 105, which are qualified as being 51% or more Low-to-Moderate Income in the 2015 American Community Survey (ACS) Census 2010.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The city tracks available match carried forward from previous years. For this year the city has an available carry forward of \$1,388,905.11 in match. The City also received approval of a match waiver allowing this amount to be carried forward for another year.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	1,388,905
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,388,905
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,388,905

Table 5 – Fiscal Year Summary - HOME Match Report

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match

Table 6 – Match Contribution for the Federal Fiscal Year

HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	259,400	93,047	0	166,352

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

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CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	48	0
Number of Non-Homeless households to be provided affordable housing units	34	63
Number of Special-Needs households to be provided affordable housing units	0	5
Total	82	68

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	48	5
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	34	63
Number of households supported through Acquisition of Existing Units	0	0
Total	82	68

Table 12 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The one-year goal for HOME programs is established in the 2020 Annual Action Plan. The HOME Data in the table above is populated from the HUD IDIS system, which may not include all activities covered by this report. The data above is only from the HOME activities completed in project year 2020. Some activities were begun in the previous program years and closed out within 2020. Similarly, some activities have begun in Program year 2020 but are not yet complete.

Additionally, the impacts of the Covid-19 pandemic, related increase in construction costs, limited available contractors and eviction moratoriums impacted the city's ability to meet goals and complete projects as expected.

There were noted errors included within the previous year action plan and consolidated plan. These errors were made under the presumption of qualified vs nonqualified units which could be expected during the current year. This impact is most notable under the number of Homeless households to be provided affordable housing units. The expectation is to have a greater impact for this qualified population through the implementation of new Home-ARP funded programs later this project year.

Discuss how these outcomes will impact future annual action plans.

The Consortium will consider these outcomes when establishing the goals of the 2022 Action Plan.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	7	11
Low-income	3	36
Moderate-income	6	1
Total	16	48

Table 13 – Number of Households Served

Narrative Information

Home funds for Project year 2020 are reserved for single family residences. All of the HOME funds deployed during the year can be more effectively targeted to the Low-Moderate Income population. Meanwhile, CDBG funds are used on multi-unit rehab projects. In order to qualify a multi-unit building for rehab a minimum of 51% of the tenants need to qualify as LMI. During program year 2020 only 2 units were reported as being non-low-mod, compared to the 16 Low-mod units. This represents only 11% of CDBG units rehabbed during the year, which is well under the 25% guideline.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Maine Continuum of Care's outreach plan is supported in coordination with the Department of Health and Human Services (DHHS) Projects for Assistance in Transition from Homelessness (PATH) grantees. The goal of these outreach efforts is to engage individuals who are unsheltered, assess their immediate needs and health care concerns, determine their eligibility for MaineCare and other services, and transition them to a community provider for ongoing assistance.

The Maine CoC continued to redesign its Coordinated Entry System in 2020, and has coordinated with the Maine Statewide Homeless Council to redesign the homelessness response system in Maine around local service hubs. When implemented, these hubs will include outreach providers who will be able to directly with shelter and housing providers in their area.

Internally, Auburn's Community Development office now houses the City General Assistance Administrator as well as the Public Health Officer. These positions are working proactively with the city police and EMTs to develop new resources for first responders to house homeless individuals in distress or rehouse individuals after an adverse experience that would otherwise lead to homelessness.

Both the General Assistance Administrator & the City Public Health Officer are active members of the Lewiston Auburn Alliance of Services to the Homeless (LAASH). LAASH has been working in the Lewiston Auburn area for 25 years and meets monthly to focus on local homeless issues. It is currently working on continuum of care issues, and provides a forum for educating its members about available resources.

Addressing the emergency shelter and transitional housing needs of homeless persons

Maine continues to address both emergency shelter and transitional housing needs of persons who are homeless through the direction and advocacy of the Maine Continuum of Care and the Maine Statewide Homeless Council. Maine utilizes ESG funding to support 36 shelters across the state, including adult individual, family, youth, and domestic violence shelters. Unfortunately, most local shelters are not funded by Maine Housing Authority. Instead, the city utilizes portions of its Public Service allocation of funds to provide some financial support to these programs.

One such organization is Safe Voices, a domestic violence response organization that provides assistance including re-housing and homelessness diversion programs.

Helping low-income individuals and families avoid becoming homeless, especially extremely

low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The Statewide Homeless Council continues to work with the Department of Corrections to implement the Maine Criminal Justice System Blueprint for Ending and Preventing Homelessness, which seeks to prevent inmates from being released into homelessness. A similar Blueprint for Ending Homelessness with DHHS is used to address discharge planning from state-run mental health facilities. Maine was also awarded the Youth Homelessness Demonstration Program grant in 2019, and has been working to design and implement a number of programs supported by that funding. These programs will establish protocols and procedures for youth leaving foster care and other youth facilities.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Community Development staff, specifically the Public Health Officer and General Assistance Administrator work in cooperation with the School Department, Police & Fire departments as well as local non-profits such as Safe Voices and New Beginnings. This integration of services allows for more direct hand-offs of residents in need and various service providers.

The Community Development team was recently awarded \$1.7 Million in a new, 1 time allocation of HOME-ARP funds. The plan currently being developed for both Auburn & Lewiston around these funds are targeted specifically towards meeting the needs of homelessness, homelessness prevention and additional qualified populations.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Auburn works closely with the Auburn Housing Authority (AHA) on the promotion and development of affordable housing. During this program year AHA increased their payment standards within the section 8 voucher program up to 110% of Fair Market Rent. This increase is to assist qualified renters be able to find and afford housing in the face of increasing rental rates and limited supply of available units.

MaineHousing Family Self-Sufficiency (FSS) staff continue to lead statewide efforts to improve processes and evaluation of the program among those PHAs who administer it, along with bringing together all other PHA FSS staff to assess and respond to new HUD program regulations. Along with Portland HA, MaineHousing is a member of the National FSS Network through a partnership with Compass Working Capital.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

City provides down payment assistance are available to first-time homebuyers who meet income requirements.

Actions taken to provide assistance to troubled PHAs

There are no troubled PHAs in Maine.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The city of Auburn has been very proactive removing barriers to housing development in the past year. Notable achievements include the approval of new ordinances allowing for accessory dwelling units, an increase in density standards and reduced road frontage requirements for residential lots. Coupled with a new form-based code, these changes will promote in-fill development of new housing, allow for multi-unit housing development in residential zones and reducing or eliminating permit fees for targeted demographics.

The city efforts in advocating for change do not stop at the local level. The Mayor of Auburn has been active in highlighting inequities in policy which hinder progress in development of new affordable housing units. In a recent editorial the Mayor is continuing to call for zoning reforms to address racial inequities not just in Auburn, but across the state. The full article is linked below: https://news.yahoo.com/editorial-auburns-mayor-isnt-afraid-035900064.html?soc_src=social-sh&soc_trk=ma&guccounter=1 Further coverage of new, private affordable housing developments the city has been developing: <https://wgme.com/news/local/new-affordable-housing-developments-planned-for-biddeford-auburn>

Linked below is a radio interview with Maine Speaker of the House talking about Auburn's innovative changes to zoning for the promotion of affordable housing development (comments begin at 5min30sec.) https://soundcloud.com/newsradio-wgan/speaker-ryan-fecteau-7?utm_source=clipboard&utm_campaign=wtshare&utm_medium=widget&utm_content=https%253A%252F%252Fsoundcloud.com%252Fnewsradio-wgan%252Fspeaker-ryan-fecteau-7

Below are two articles highlighting the City Council efforts to promote affordable housing development by making strategic changes to zoning and land use ordinances:

<https://www.sunjournal.com/2021/05/02/auburn-looks-to-zoning-to-solve-housing-crunch/><https://www.sunjournal.com/2020/09/18/auburn-looking-to-increase-housing-stock/>

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

Administrative barriers for underserved community needs are being improved in part through the addition of General Assistance Administrator and Public Health Officer to the Community Development team. They are integral parts of weekly team meetings as well as having input on the Action Plan

development and Capex reporting. These front-line, community facing positions work with underserved communities daily and relay program challenges and changing community needs to the team more rapidly so improvements can be made to program delivery on a weekly basis if need be.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

During the project year the City of Auburn worked with regional CAP agencies to provide additional resources for Lead remediation projects.

The City of Lewiston has received and began the first year of a three-year Lead Hazard Control & Healthy Homes (LHCHH) grant. The City of Auburn has applied for and just received notification of award for their own LHCHH grant to begin implementing in the current project year. These funds will be used in cooperation with the CDBG & HOME funds to further the impact of this program.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

In Maine, there is a statewide network of Community Action Programs (CAPs) with a common purpose of providing services to low income people across Maine. The goal of these agencies is to empower low-income people to lift themselves and their families out of poverty. The City works with these agencies to leverage additional support for poverty-level families to weatherize and install new, more efficient systems in more homes. On a case by case basis city staff has been able to make referrals to financial coaching services and Homebuyer education classes provided by these CAP agencies.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

Internally, the City of Auburn has redeveloped the entire Community Development department, including the integration of General Assistance and Public Health Officer. This includes 100% turnover of staff within the past project year. This new team-based approach to program delivery has allowed staff to provide a more holistic delivery of services to targeted communities. The redevelopment coincided with larger city efforts to streamline the application, approval and service delivery. These efforts have reduced impact latency and allows the program to respond in-time to identified needs. In 2020, MaineHousing and the Maine Continuum of Care continued to work to redevelop and improve its Coordinated Entry system. The Maine CoC has also worked to address the concerns brought forward in the gaps and needs analysis conducted in 2019.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

Community Development Staff is working in tandem with Auburn Housing Authority (AHA) staff to develop new plans for new affordable housing units, manage a Security Deposit assistance program as well as managing a new co-op owned residential facility.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City has put substantial effort into removing barriers to the development of new affordable housing units. These efforts include switching to form-based code, changes to density standards in residential zones allowing for the construction of new, accessory dwelling units and the reduction of required road frontage to allow for infill development of new residential units.

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CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Community Development Staff is working within the Auburn-Lewiston Consortium to implement new, comprehensive monitoring program to ensure fund recipients are adhering to program guidelines for the duration of their federally mandated affordability period. This process includes an annual desk monitoring, risk assessment and onsite inspection regiment which serves to verify and document findings related to income levels, fair market rental rates and compliance with the city's established standards of housing.

Additional required oversight and technical assistance is being developed for Public Service grant recipients as well. This elevated level of review will ensure that grant recipients are better prepared to not only provide, but to track and report out on the essential and valuable impact they provide.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The draft 2020 CAPER was published on the city website and available for public comment for 15 days as required by statute beginning October 14th to October 29th. The public was notified of the availability via newspaper ad in the Lewiston Sun Journal. Additional solicitations for input were made available through the city social media presence. The Caper was also emailed directly to the 2,041 individuals who have signed up for email alerts through the city marketing department.

NOTE any Comments Received will be added before submission to HUD.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

There were no changes made to the city’s program objectives during the program year.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

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CR-50 - HOME 91.520(d)

Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

In 2020, due to the COVID-19 pandemic, HUD granted waivers in relation to a number of HOME regulatory requirements, including the requirement for on-site inspections and reviews. The majority of projects needing to be reviewed in 2020 were therefore deferred and will be completed once on-site reviews and inspections resume.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)

Property owners are required to have a Management Plan and a Marketing Plan that affirmatively furthers Fair Housing. The Owner is responsible for selecting residents in a nondiscriminatory manner. The Owner is also responsible for maintaining a written waiting list of applicants in accordance with the project's resident selection policies and criteria that comply with all federal and state laws prohibiting discrimination on the grounds of race, color, national origin, religion, sex, physical or mental handicap, sexual orientation, familial status, ancestry, and receipt of public assistance.

The City is renewing efforts to update its affirmative marketing plan to meet the changing needs of the community. This includes new avenues for outreach, translation and accessibility services.

Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics

HUD's IDIS PR-01 report draws information from the registered HOME projects completed in Auburn for the project year. These reports demonstrate an additional \$93,047 in program income generated during the year which had been committed to new activities.

Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing).

91.320(j)

n/a

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