DRAFT 2016 ACTION PLAN
APRIL 8, 2016

The City of Auburn is preparing to submit its 2016 Action Plan with request of funding to the U. S. Department of Housing and Urban Development. The Action Plan describes the second-year budget and proposed activities for the Community Development Block Grant and HOME Investment Partnerships Programs to carry out the goals and objectives of the Consolidated Plan.

This Draft 2016 Action Plan process provides for a 30-day comment period. All comments received by the public will be included in the package that is submitted to the City Council. Oral or written comments may be submitted to Reine Mynahan, Community Development, 60 Court Street, Auburn, ME 04210, tel. 333-6601 ext. 1330, e-mail rmynahan@auburnmaine.gov Comments may also be made during the public hearing held on May 2 during the City Council meeting. The meeting will be at 7 pm at Auburn Hall.

SCHEDULE FOR ADOPTION 2016 ACTION PLAN/BUDGET

30-day Comment Period	April 8 to May 9
Public Hearing	May 2
Adoption by City Council	May 16
Submission of 2016 Action Plan to HUD	May 25

2015-2019 CONSOLIDATED PLAN

In 2015 the City of Auburn adopted the 2015-19 Consolidated Plan. The Consolidated Plan identifies many of the community's issues, establishes priorities, and describes how Community Development resources will address these needs. This Consolidated Plan sets forth goals, objectives, and performance benchmarks for measuring progress, and establishes a framework for assessing the programs and projects Auburn will make available for revitalization.

GOALS OF THE 2015 TO 2019 CONSOLIDATED PLAN

These are what the Auburn Community Development program intends to work towards and the measurable outcomes that will be accomplished in this five year period:

Goal 1: Promote Jobs and Development
Assist 20 businesses

Goal 2: Prevent Deterioration of Housing Stock
90 home owner units rehabilitated
100 owner and rental housing made lead safe
40 rental units rehabilitated with exterior improvements
500 target area buildings inspected with 170 units improved

Goal 3: Improve Parks and Establish Community Gardens
1 park upgraded and 1 newly constructed
3 community gardens

Goal 4: Make Neighborhood Streets Safer and More Walkable
3,000 linear feet of repaved sidewalks

Goal 5: Support People in their Efforts to Transition out of Poverty
1,000 persons assisted

Goal 6: Prevent Homelessness
200 homeless persons assisted with case management
125 at-risk persons assisted with security deposits

Goal 7: Increase Owner Occupancy
25 renters assisted to purchase a home

Goal 8: Support Housing Construction of Affordable Units
60 new affordable rental units

Goal 9: Support Fair Housing and Increase Housing Choice
4 landlord and tenant fairs
4 Fair Housing poster contests

2016 FUNDING

Funding for the Community Development Program is primarily from two sources, Community Development Block Grant and HOME Investment Partnerships Program funds. These are entitlement grants which means the City will receive these each year. The following is a summary of resources for the period July 1, 2016 to June 30, 2017.

Community Development Block Grant Funds: The proposed budget for 2016 is $1,181,768 from the following sources of Community Development funds:

New Community Development Grant	$511,800
Anticipated Program Income	240,223
Carry Over Funds	379,745
Reprogrammed Funds	50,000

HOME Funds: The proposed budget for 2016 is $815,249 from the following sources of HOME funds:

New HOME Grant	$167,252
Regular Program Income	281,985
Carry Over Funds	116,012
Reprogrammed Funds	250,000

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Source of Funds: U. S. Department of Housing and Urban Development

Program Objective: Development of Viable Urban Communities

- Provide decent housing
- Suitable living environment
- Expand economic opportunities

2016 BUDGET

ACTIVITY	AMOUNT
Support Fair Housing and Increase Housing Choice	2,000
Small Business/Commercial Loan Program	200,000
Housing Rehabilitation	250,743
Lead Testing	7,790
Community Concepts/Weatherization	16,500
Code Enforcement	50,000
Community Garden	5,950
Sidewalk Improvements	312,050
Androscoggin Head Start	9,000
Auburn Recreation Department Scholarships	15,000
Literacy Volunteers	8,635
Auburn Police Department/Work with ME	40,000
Community Concepts/Bridges out of Poverty	11,000
Tedford Housing	7,000
Safe Voices	11,000
Program Administration	142,100
Housing Administration	93,000
Total	$1,181,768

2016 COMMUNITY DEVELOPMENT BUDGET DESCRIPTIONS

STRATEGY: SUPPORT FAIR HOUSING AND INCREASE HOUSING CHOICE

Conduct workshops for both landlords and tenants about the rights and responsibilities of each party and the avenues for redress in the event of a problem; sponsor fair housing poster contest in schools.

1. Fair Housing
Proposed Budget: $2,000

Description: Implementation of the Fair Housing strategies identified in the Analysis of Impediments to Fair Housing Choice report.

The Cities of Auburn and Lewiston will be undertaking fair housing activities to raise awareness of Fair Housing Laws. Based on the Analysis of Impediments to Fair Housing Choice Report completed in 2013 the Cities have identified the following activities to be undertaken on an annual basis: 1) a series of landlord and tenant workshops; 2) school outreach - poster contest for middle school with winners being selected for a fair housing calendar; 3) distribution of basic information on tenant housing rights; 4) identify obstacles to Sharia lending and inform New Mainers of housing opportunities. All activities will be done in collaboration with the Cities of Auburn and Lewiston's Community Development Departments and the Auburn and Lewiston Housing Authorities.

Anticipated Outputs: 1 tenant training
1 landlord training
1 poster contest

STRATEGY: PROMOTE JOBS AND DEVELOPMENT

Assist small businesses to start up, succeed and grow through

- *Loans and grants to upgrade and adapt buildings in target areas; and*
- *Loans to support job creation for low-income people anywhere in the City.*

2. Economic Development Programs
Proposed Budget: $200,000

Small Business Loan Program
Description: Funds will be used to provide low-interest loans to small businesses or to business start-ups. Funds can be used for working capital, equipment or inventory purchase, or building improvements. The program will help to create jobs in the community, primarily benefiting low- and moderate-income persons.

Commercial Rehabilitation Loan Program
Description: Funds will be used to provide loans to businesses for building renovations in the Union Street, Downtown, and New Auburn Target Areas. This program helps to create or retain jobs and eliminating blighting influences by providing businesses with a source of low interest financing and grants to encourage commercial development.

Anticipated Outputs: 4 Commercial loans
4 Small Business loans

STRATEGY: PREVENT DETERIORATION OF HOUSING STOCK

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households;*
- *Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning;*

- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements.*

3. **Rehabilitation Loan Program**
Proposed Budget: $250,743

Description: Funds will be used to provide loans under the Rehabilitation Loan Program to upgrade residential buildings, increase curb appeal, address code violations, weatherize homes, and to provide a loan match to the Lead Hazard Reduction Grant. The Rehabilitation Program helps to maintain and upgrade the quality of housing, particularly in targeted areas and assists low-income property owners and investors to address housing problems. The program also helps to increase or stabilize the tax base, provides an economic stimulus for contractors and suppliers, eliminates lead hazards, and prevents properties from becoming blighting influences in the more densely populated neighborhoods.

Anticipated Outputs: 8 units with health and safety repairs
15 units with whole house/curb appeal improvements
10 units with lead paint problems eliminated
9 units repaired of code enforcement

4. **Lead Testing and Clearance**
Proposed Budget: $7,790

Description: Funds will be used to cover the cost of performing lead clearances in buildings that have been rehabilitated with federal funds. These funds will be used only for projects where there are no Lead Grant funds involved. All rehabilitation projects must now comply with strict lead requirements to reduce the hazards caused by lead-based paint. One of the requirements imposed by Title X is that a property that is rehabilitated with federal funds must be lead safe that is documented through a clearance test. These funds pay for the contractor to take samples and have the sample analyzed by a certified lab.

Anticipated Outputs: 25 lead tests

5. **Community Concepts, Inc. Weatherization**
Proposed Budget: $16,500

Description: Funds will be used to weatherize homes and pay for a portion of the program salary expense. This weatherization program includes wall, ceiling and basement insulation, caulking windows and doors, etc. An assessment is done to determine payback and only improvements which have a reasonable payback are undertaken. This program leverages an amount that is greater than our CDBG investment through a Department of Energy grant. These funds would not come to our community without the CDBG match.

Anticipated Outputs: 4 units weatherized

6. **Code Enforcement**
Proposed Budget: $50,000

Description: Funds will be used to cover salary costs for a Code Enforcement officer of the City of Auburn. Code enforcement efforts will be directed in three target areas, Downtown, New Auburn and Union Street. The focus of the code enforcement effort is to control vacant and dangerous buildings, nuisance complaints, and to expand code enforcement efforts to improve the overall condition of the housing stock. This will include coordinating building improvements, some of which will come through the City's Rehabilitation Program.

Anticipated Outputs: 100 buildings inspected
25 buildings with health/safety violations repaired/private funds
9 buildings with health and safety violations repaired/public funds

STRATEGY: IMPROVE PARKS AND ESTABLISH COMMUNITY GARDENS

- *Enhance physical infrastructure of key in-town parks;*
- *Improve lighting at Union Street;*
- *Extend the Riverwalk into New Auburn;*
- *Improve walkways to and from parks;*
- *Provide opportunities for growing fresh healthy foods by establishing community gardens in the Downtown, Union Street and New Auburn target areas.*

7. **Community Gardens**
Proposed Budget: $5,950

Description: Funds will be used to support the vegetable garden on Webster Street for the 2017 garden season. This garden season begins in April of next year. Community gardens encourage people to improve their health, stretch their food dollars, learn about growing vegetables, and provide a place where neighbors can meet to engage in a positive way. The budget will be used for replacing compost, purchasing seeds and seedlings, and salary for the garden coordinator. The garden coordinator will be supervised by St. Mary's Nutrition Center at their cost. During the coming year, there will be planning for a second garden in the New Auburn area, the construction of which will be included in the FFY2017 CDBG budget.

Anticipated Output: support one community garden

STRATEGY: MAKE NEIGHBORHOOD STREETS SAFER AND MORE WALKABLE

Provide infrastructure funds on a 50% match of City Capital improvement funds for lighting, sidewalks, landscaping improvements in target areas.

8. **Sidewalk Project**
Proposed Budget: $312,050

Description: This activity will improve sidewalks in the New Auburn area. Community Development staff will work with the City's Engineering Department to conduct neighborhood meetings to determine where the sidewalk improvement funds should be spent. 50% of the project funding will come from the City's Capital Improvement Plan.

Anticipated Output: 2,000 linear feet of improved streetscapes.

STRATEGY: SUPPORT PEOPLE IN THEIR EFFORTS TO TRANSITION OUT OF POVERTY

Focus on helping young people growing up in poverty to get the personal and educational skills needed to live a healthy and productive adult live.

- *Expand programming for at-risk teenagers that helps them learn work skills, graduate from high school*
- *Create youth apprenticeship opportunities with local businesses*

Support low-income adults to successfully provide for themselves and their families through education and development of employment skills including mentoring, work readiness, and job training.

9. Androscoggin Head Start and Child Care
Life & Job Skills at Extended Care Program
Proposed Budget: $9,000

Project Description: Funds would provide social services for families enrolled in head start at Webster School. Services are available to economically disadvantaged children whose parents are working or in job training. These services assist families in meeting their basic needs, provide parent training, provide information and referrals, develop a strategy to maintain or attain economic independence, and provide crisis intervention. These services facilitate families' efforts to maintain or obtain financial independence from assistance and help children achieve school readiness.

Anticipated Output: 15 Auburn families

10. Literacy Volunteers of America/Androscoggin
Literacy Services for Adults & Families
Proposed Budget: $8,635

Project Description: Funds will be used to help recruit, train and support volunteers to provide tutoring to illiterate adults and families. The Adult Literacy Program provides one-on-one tutoring for reading, writing, and basic math for adults and families in Androscoggin County who are at the lowest two literacy levels. They also offer one-on-one tutoring for English speakers of other languages. The focus is to help adults with low literacy skills and immigrants gain critical reading, writing, and math skills that will help with employability. 90% of their students' primary goal is to obtain a job, pass a job-related test, or participate in career training.

Anticipated Output: 100 Auburn residents

11. **Auburn Police Department**
Work with Me
Proposed Budget: $40,000

Description: Auburn Police Department will work with Auburn School Department, the Career Center, and local business owners/tradesmen to provide soft skills and job specific skills to 50 at-risk and homeless youth between the ages 15-19. Students will be assisted to find internships. Funds will be used to cover the program coordinator's salary, cab fares, student/mentor stipends, and purchase students work clothes.

Anticipated Output: 50 Auburn youth

12. **Community Concepts, Inc.**
Proposed Budget: $11,000

Description: Pilot program for Bridges out of Poverty. Introduce the Bridges concepts by teaching the "Getting Ahead in a Just Getting by World" to 5 Auburn residents, provide 6 months of case management, and train and support community members as mentors for participants. This request is for half of the funding for 10 persons, half of which will come from the City of Lewiston.

This is a pilot project to work with persons seeking General Assistance from Auburn's Social Services office to instruct on life skills such as budgeting, goal planning, and controlling negative responses. Community Concepts will conduct the training consisting of 16 sessions. The training seeks to change how people think, moving away from the "immediate now" to the "immediate future" on issues such as budgeting, paying rent, employment, and dealing with emotions. Funds will pay for salaries, training and supplies, food, student stipends, and child care.

Anticipated Output: 5 Auburn persons

13. **Auburn Recreation Department**
Recreation Scholarships
Proposed Budget: $15,000

Description: Support families who are involved in education or working by providing summer day care for their children. Families will be required to enroll in an education or training program for their children in order to qualify. Funds will pay for grants to 30 children. Funds will pay for scholarships, approximately $430 per child.

Anticipated Output: 30 children

PREVENT HOMELESSNESS

- *Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.*
- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*

- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" approaches.*

14. Safe Voices
Proposed Budget: $11,000

Project Description: Funds will be used to pay the shelter worker salaries to provide services to families experiencing domestic violence and homelessness to develop skills for self-sufficiency. The shelter serves women and children who are victims of domestic violence. The 17-bed shelter is open 24 hours, 365 days each year with day and evening staff. Their clients are usually forced to leave behind most of their possessions and many lose their jobs when they come to the shelter. The ongoing case management services and connections to community resources helps them to increase their income and non-cash benefits for overall housing stability which helps to prevent the reoccurrence of homelessness. The shelter advocate will assist the family by developing self-sufficiency skills, connect them with resources such as work ready training and job skills.

Anticipated Output: 65 Auburn women and children

15. Tedford Housing
Proposed Budget: $7,000

Description: Funds will be used to pay for case management services for a supportive housing project in Auburn. Tedford Housing operates a permanent supportive housing for formerly homeless single adults. Services will help these individuals to improve quality of life and remain living independently. Without these services, many formerly homeless families fail to maintain housing. Tenants tend to have been homeless two or more times for an extended period of time. They typically have a disability and have frequent physical health challenges. Each person will be evaluated and have a plan of care. Additionally, the plan will identify opportunities to move towards a volunteering activity, academic courses or training.

Anticipated Output: 6 formerly chronically homeless persons

END OF COMMUNITY DEVELOPMENT BUDGET

HOME INVESTMENT PARTNERSHIPS PROGRAM

Source of Funds: U. S. Department of Housing and Urban Development

Objective: Housing

- Expand supply of decent, safe, sanitary and affordable housing
- Strengthen public-private partnerships
- Development of rental housing

2016 BUDGET

ACTIVITY	AMOUNT
Homebuyer Assistance	$75,000
Homebuyer Projects/Acquisition & Rehab of 2	225,000
Homeowner Rehabilitation	118,749
Security Deposits	15,000
Staying Home Rental Assistance	75,000
Rental Development/62Spring Street	250,000
Program Administration	24,000
Housing Projects Administration	30,000
Goods and Services	2,500
Total	**$815,249**

2016 BUDGET DESCRIPTIONS

STRATEGY: INCREASE OWNER OCCUPANCY

- *Make it easier for renters to become homeowners;*
- *Financial help for down payments and financial counseling for low-moderate income renter households seeking to purchase a first home in Auburn;*
- *Find alternative mortgage financing for New Americans and other residents to be able to move up to homeownership, and work with Auburn Housing Authority to identify potential owners.*

1. **Homebuyer Assistance**
   Proposed Budget: $75,000
   Project Description: Funds will be used to provide a 2 to 1 grant for down payment assistance and an interest-free amortized loan to make home purchase affordable for income eligible applicants.

   Anticipated Output: 5 households assisted to purchase a home

2. **Special Project/Homebuyer**
   Proposed Budget: $225,000

PROJECT DESCRIPTION: Funds will be used to purchase two single family buildings, renovate the structures, and sell to income-eligible homebuyers. The buildings to be acquired have not yet been identified.

Anticipated Output: 2 households assisted to purchase a home

STRATEGY: PREVENT DETERIORTION OF HOUSING STOCK

- *Provide grants, deferred loans, and low-interest loans for the rehabilitation of owner and rental housing that is occupied by low and moderate income households;*
- *Provide matching funds to implement the 3-year federal grant to reduce childhood lead poisoning;*
- *Provide Community Development staff support to the Lewiston-Auburn Lead Subcommittee to assist with implementation of the 5-Year Strategic Action Plan for the Reduction of Childhood Lead Poisoning in the Cities of Auburn and Lewiston.*
- *Financially support code enforcement activities that result in improvements to the housing stock*
- *Provide financial assistance to encourage exterior as well as health and safety improvements.*

3. **Homeowner Rehabilitation**
PROPOSED BUDGET: $118,749
PROJECT DESCRIPTION: Funds will be used to provide interest-free amortized loans for housing improvements of owner-occupied income-eligible households.

Anticipated outcome: 5 households assisted with whole house/curb appeal improvements

STRATEGY: PREVENT HOMELESSNESS

- *Support homeless people first with housing, then with services to help them provide for themselves and their families through work readiness training and job skill development.*
- *Provide staff support to Lewiston-Auburn Alliance for Services to the Homeless (LAASH) to improve access to services and housing for persons who are homeless or at risk.*
- *As a first step towards helping the homeless or at-risk households re-integrate into the community provide a City-sponsored Security Deposit Program as well as other "housing first" approaches.*

4. **Tenant Based Rental Assistance/Security Deposit Program**
Proposed Budget: $15,000
Project Description: Funds will be used to provide interest-free loans to pay the security deposit for income eligible households who are homeless or at risk of homeless and will receive a housing voucher from Auburn Housing Authority.

Anticipated Outcome: 25 households

5. **Tenant Based Rental Assistance/Staying Home Rental Assistance Program**
Proposed Budget: $75,000
Project Description: Funds will be used to provide rental subsidies to income qualified renters who have been identified by the Auburn School Department at risk of homelessness due to housing affordability issues. Tenants will contribute a fixed percent of their income towards the rent. The subsidy payment will not exceed 12 months. Participants will be encouraged to apply for the Section 8 Voucher Program and participate in the Bridges Out of Poverty Program.

Anticipated Outcome: 16 households

STRATEGY: SUPPORT NEW HOUSING CONSTRUCTION

Provide financial assistance to developers of high-quality affordable mixed income housing in the target areas of Auburn.

6. **Development of Rental Housing**
Proposed Budget: $250,000

Project Description: Funds are committed to the development of the 62 Spring Street project, site of the former Dillingham Funeral Home. Funds will be used to pay for the construction of 2 units which will remain subject to HOME restrictions for 30 years. The $8.6 million project will produce a total of 31 low income housing units, 8 market rate units, and 2,388 sq. ft. of commercial space.

Anticipated Outcome: 2 HOME units