

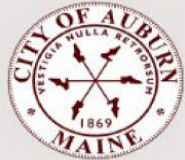
City of Auburn  
**Consolidated Annual  
Performance  
Report (CAPER)**

**PROGRAM YEAR 2022**

On behalf of:

The Auburn-Lewiston Home Consortium &  
City of Auburn CDBG program

Prepared by Auburn Community Development Office



## **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 City of Auburn annually receives allocations from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) and HOME Investment Partnership programs. The CDBG program aims to enhance urban communities by providing quality housing, improved living environments, and expanded economic opportunities for low and moderate-income individuals. Meanwhile, the HOME program's national goal is to create affordable housing for low-income households. This Consolidated Annual Performance Evaluation Report (CAPER) encompasses the utilization of HOME funds for Auburn and Lewiston, CDBG funds for Auburn, as well as leveraged funds for the period spanning July 1, 2022, through June 30, 2023. The objectives and expectations for HOME and CDBG funds align with the Consolidated Plan developed for program years 2020-2024. The Annual Action Plan, delineating one-year performance measures and the strategy for achieving identified objectives, is referenced within this framework. The Auburn Community Development Office (ACDO) diligently collaborated with HUD staff to rectify prior financial and project reporting discrepancies. All necessary corrections were implemented, resulting in full compliance with HUD policies by ACDO.

A significant initiative highlighted in this CAPER is the Housing Resources Program, funded by HOME-ARP resources. This program serves individuals experiencing homelessness or at risk of homelessness. It underwent a soft launch as a referral source in January, concurrently with policy development. The complete program was officially launched by the conclusion of the fiscal year.

### **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	3590	119.67%	1000	1570	157.00%
Improve Infrastructure and reduce blight	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Promote Economic Opportunities	Non-Housing Community Development	CDBG: \$ / HOME: \$	Jobs created/retained	Jobs	10	11	110.00%			
Promote Economic Opportunities	Non-Housing Community Development	CDBG: \$ / HOME: \$	Businesses assisted	Businesses Assisted	10	7	70.00%	10	0	0.00%
Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1200	2265	188.75%	500	681	136.20%
Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	0	5		0	5	

Provide Essential Services	Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	0	0		5	0	0.00%
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	100	6	6.00%	25	1	4.00%
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeowner Housing Added	Household Housing Unit	0	0		3	0	0.00%

Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	16	32.00%	10	1	10.00%
Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	0	0		5	0	0.00%
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	24	19.20%	30	4	13.33%

Provide Safe and Affordable Housing	Affordable Housing Public Housing Homeless Non-Homeless Special Needs	CDBG: \$/ HOME: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	0	2		0	2	
-------------------------------------	---	-----------------------------	---	------------------------	---	---	--	---	---	--

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.**

The PY22 Action Plan encompasses four specific objectives:

1. **Safe and Affordable Housing:** CDBG funds were employed to rehabilitate homes for low to moderate-income residents in Auburn. These funds were leveraged with additional resources obtained through a grant from the Office of Lead Hazard Control & Health Homes, resulting in the completion of two projects in 2022. Additionally, a new affordable housing program for smaller developers was initiated, with ten applications initiated in 2022, although no projects reached the shovel-ready stage by year-end. Furthermore, the ACDO utilized \$287,984 in American Rescue Plan Act (ARPA) funds to provide energy efficiency rebates to 388 residents, a funding source separate from HUD.
2. **Infrastructure Improvement and Blight Reduction:** In 2021, the installation of the final of three community gardens was completed. Throughout 2022, these gardens accommodated 63 plots, managed by 43 households. Furthermore, seven benches were installed along the Art Wall in downtown Auburn. A project to remove lead-based paint from the exterior of the Community Little Theatre in Bonney Memorial Park commenced at the end of program year 2022 but was not finalized by year end, and thus, will be reported in the 2023 CAPER.
3. **Promotion of Economic Opportunities:** Although the Micro-loan program was available in 2022, no projects were executed with CDBG or HOME funds. However, \$98,380 in ARPA funds were allocated to four neighborhood grocery stores to enhance healthy food options. Additionally, the ACDO provided one business loan to a new restaurant and one commercial Agriculture incentive grant for a total investment value of \$155,000.

4. **Provision of Essential Services:** In this program year, CDBG funds were allocated to eight programs aimed at delivering essential Public Services to low and moderate-income residents of Auburn. These services included support for Safe Voices, scholarships for Auburn Rec's summer camp, and the establishment of a warming center during the coldest weekend of the year. These programs play a crucial role in assisting families grappling with poverty-related challenges. Notably, the Recreation Scholarship Program was funded to facilitate summer camp experiences for local youth from low and moderate-income families, fostering diversity among campers and enabling parents to pursue employment opportunities and improve their financial situations. Additionally, through HOME-ARP funds, supportive services were provided to 46 households experiencing homelessness or at risk of homelessness.

Please note that the Community Gardens, HOME-ARP, and ARPA projects are not detailed in Table 1.

DRAFT

## 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	505	2
Black or African American	153	2
Asian	0	0
American Indian or American Native	8	0
Native Hawaiian or Other Pacific Islander	3	0
<b>Total</b>	<b>669</b>	<b>4</b>
Hispanic	19	0
Not Hispanic	650	4

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

### Narrative

Auburn's total population, as of the 2020 Census, stands at 24,061. The demographic breakdown indicates that 87.7% of the population is white, 4.5% is Black or African American, and 0.4% are identified as American Indian or Alaskan Native. In the context of CDBG, 75% of the beneficiaries were white, 20% were Black or African American, and 1.4% were American Indian or Alaskan Native. For Home Funds, 88% of the recipients were white, while 9% were Black or African American.

It's important to note that the CR-10 reporting system does not accommodate individuals or households of mixed racial backgrounds. In such cases, individuals who identified with two races were categorized under the primary race listed. For instance, if someone identified as American Indian/Alaskan Native and Black, they were recorded as American Indian/Alaskan Native. Additionally, 21 other individuals or households with multiple racial identities were not included in the CDBG program data presented above.

Within the allocation of PY22 CDBG funds, one particular activity falls under the designation of "area wide benefit." These activities, while impactful, do not gather data regarding the racial and ethnic composition of the beneficiaries they serve. Notably, these "area wide benefit" projects are strategically located in census tracts that qualify as Low-to-Moderate income areas. These tracts tend to exhibit a racial and ethnic composition that diverges from the city's overall demographic makeup, often serving a more diverse population.

Please note that the accomplishments related to HOME-ARP are not represented in the table provided above.



## 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	1,561,227	319,342
HOME	public - federal	2,213,134	477,010

Table 3 - Resources Made Available

### Narrative

In 2021, the city received a significant amount of Program Income, which has carried over into the current year. During the same year, substantial efforts were dedicated to re-evaluating recent projects and formulating solutions for non-compliant initiatives. These endeavors had an impact during the first half of the year, resulting in performance below initial expectations in housing rehabilitation and new unit creation. Furthermore, the availability of contractors for ongoing programs was constrained, leading to extended project completion timelines.

However, following a comprehensive system overhaul, there has been a notable surge in interest in the rehabilitation and new unit creation programs. As a result of these improvements, these programs are anticipated to align with program goals by the year 2023.

### 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

In the 2020-24 Consolidated Plan, activities were categorized under a city-wide approach without a specific target area of focus. Consequently, the IDIS reporting system did not capture such data.

In contrast, the most recent Action Plan outlined a targeted focus area for Public Infrastructure projects. This focus area encompasses Census tracts 101, 103, and 105, which were determined to have a population with 51% or more Low-to-Moderate Income status based on the 2015 American Community Survey (ACS) data derived from the Census 2010.

During the current program year, one Public Infrastructure project was successfully completed. Another project commenced within this year but remained incomplete as of June 30, 2023. It is expected to reach completion in early FY 2023.

## 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 diligently monitors the carry-forward of available matching funds from prior years. In the current year, there was a carry-forward of \$1,351,209.88 in matching funds. It's noteworthy that no matching funds were required for HOME projects in 2022.

The city's programs augment their financial resources by stipulating that owner-investors of rental properties contribute matching funds. Specifically, CDBG Rehab projects necessitate a 25% match of project costs, while Lead projects entail matching funds of up to \$2,000 per unit.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,351,210
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,351,210
4. Match liability for current Federal fiscal year	0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,351,210

**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 \$
336,978	300,359	554,892	82,445	0

Table 7 – Program Income

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

**Table 8 - Minority Business and Women Business Enterprises**

<b>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</b>						
	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**

<b>Relocation and Real Property Acquisition</b> – 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**

DRAFT

## 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	0	0
Number of Non-Homeless households to be provided affordable housing units	48	8
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>48</b>	<b>8</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	4
Number of households supported through The Production of New Units	8	0
Number of households supported through Rehab of Existing Units	35	4
Number of households supported through Acquisition of Existing Units	5	0
<b>Total</b>	<b>48</b>	<b>8</b>

Table 12 – Number of Households Supported

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

The annual goals for HOME programs are outlined in the 2022 Annual Action Plan, with pertinent data presented in Tables 11 and 12, focusing on TBRA/Security Deposit assistance and two CDBG rehab projects, each comprising two units.

The city operates five programs geared towards assisting low-income residents in accessing and maintaining decent, safe, and affordable housing:

- The TBRA program facilitates security deposit assistance for low-income households seeking affordable housing.
- The CDBG Accessibility and Critical Repair programs serve low to moderate-income homeowners, enabling them to enhance home accessibility or conduct essential major repairs.
- These programs also extend to landlords, aiming to maintain or create affordable housing for a year.
- The Auburn HOME Unit Development Program (AHUD) empowers small developers to establish new, decentralized affordable housing.
- Funded through ARPA, the Auburn Accessory Dwelling Unit Development Program (AHUD) allows single-family homeowners or landlords to construct a secondary housing unit on their property, thereby contributing to the creation of new affordable units.

During the first half of the year, security deposit assistance and ongoing rent support were provided to low and moderate-income populations in Auburn through the U.S. Department of the Treasury's Emergency Rental Assistance (ERA) program. Following the conclusion of this program in December, there was a notable increase in households applying for TBRA.

Two Critical Repair projects were successfully executed for two owner-occupied duplexes, one of which housed the landlord/owner. Additionally, two Lead remediation projects, encompassing five affordable units, were completed, although this information is not reflected in the provided tables.

The AHUD and ADUD programs garnered substantial interest. Under these initiatives, applicants act as their own developers, with the prerequisite that projects be shovel-ready before approval. Consequently, there were delays between initial expressions of interest and the formal submission of applications, resulting in no shovel-ready projects by year-end.

All housing programs, excluding TBRA, are subject to an affordability period and rent maximums. TBRA rent caps align with Fair Market Rent (FMR), while Critical Repair and Accessibility programs maintain a one-year affordability period, with rents aligned with FMR. AHUD sustains a 20-year affordability period, with rates set in accordance with High Home Rent. HUD adjusts FMR and High Home Rent annually to account for rising housing costs.

A challenge faced by all programs pertains to rent caps in comparison to Market Rent. For TBRA clients, securing a rental unit that complies with rent limits while considering utility costs presents difficulties. Landlords must weigh potential loan funds against potential rent differentials to evaluate profitability. Increasing rent caps could significantly alleviate this barrier.

Another hurdle for TBRA relates to the city's exceedingly low rental vacancy rate. A July 9, 2023 report by the Sun Journal highlighted a vacancy rate of essentially 0% in Lewiston and Auburn (<https://www.sunjournal.com/2023/07/09/more-of-everything-a-vacancy-rate-of-zero-is-pushing-up-rents-and-has-the-twin-cities-embracing-any-and-all-housing>).

Anticipating an uptick in project numbers, the city has significantly ramped up marketing efforts for its rental assistance, rehabilitation, and new unit creation programs in 2023.

**Discuss how these outcomes will impact future annual action plans.**

Securing safe, quality, and affordable housing is an escalating challenge statewide in Maine. In forthcoming action plans, there is a pressing need to conduct more comprehensive research into reducing barriers to accessing affordable housing programs. The Community Development Office has engaged with a program at Bates College to work with a statistic program for conducting a market study on rental rates to facilitate the establishment of more accessible rent caps.

Furthermore, HOME-ARP funds offer the opportunity to provide enhanced support to individuals grappling with homelessness. This expanded support encompasses a wider range of housing-related costs, including moving expenses, storage facilities, and utility payments.

These vital considerations will be taken into account by the Consortium as they shape the objectives of the forthcoming 2023 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	0	0
Low-income	2	4
Moderate-income	0	0
<b>Total</b>	<b>2</b>	<b>4</b>

Table 13 – Number of Households Served

**Narrative Information**

In the year 2022, no HOME rehabilitation or unit creation projects reached completion.

However, HOME funds were allocated to support four low-income households in securing security deposits, facilitating their transition to affordable housing.

Meanwhile, CDBG funds were utilized to rehabilitate two duplexes, each comprising one rental unit and one owner-occupied unit. Notably, one of these projects addressed a code violation, although this information is not reflected in Table 13. It's imperative to note that CDBG-funded projects must ensure that at least 51% of units income qualify.



Furthermore, ongoing initiatives aim to uphold and preserve affordable housing through the Lead & Healthy Homes program. This program offers grants to homeowners and landlords, enabling them to enhance living conditions by mitigating lead hazards. All units benefiting from this program must either be occupied by low-to-moderate income families or be made available to such tenants in the future. Additionally, this program, leveraging CDBG funds, covers the required match funding for income-qualifying homeowners, ensuring an affordability period of three years during which maximum rent rates are monitored to guarantee continued affordability. Importantly, each newly rehabilitated unit generates one new affordable unit within the city.

DRAFT

## **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 Auburn-Lewiston Consortium demonstrated early leadership in the implementation of the HOME-ARP (American Rescue Plan) Program, securing approval for its allocation plan ahead of many other communities.

The Housing Resources Program, funded by HOME-ARP, commenced with a soft launch in January 2022, accompanied by the hiring of an additional staff member within the Community Development department to oversee the program's operations. The initial two quarters were primarily focused on referral processes while concurrently developing comprehensive policies and procedures to fortify the program.

Collaborative efforts were undertaken with other service providers dedicated to assisting individuals and families facing homelessness or at risk of homelessness. This approach aimed to prevent duplication of services and build a robust referral network. In June, the city organized an Employment and Housing Symposium, offering clients direct access to service providers for housing, employment, and essential support services.

Community Development staff actively engaged with provider sessions at Pleasant Street Drop-In Center (now the Drop-In Center) and Trinity Jubilee Center, establishing connections with potential clients. During the program's early phase, 34 homeless households and 14 households at risk of homelessness received assistance, encompassing housing searches, apartment applications, housing subsidy applications, and referrals to programs such as employment training, shelters, and food assistance.

The Housing Resources Coordinator initiated the construction of an extensive repository containing potential referring agencies for use by housing providers and clients, although this endeavor was not completed by year-end.

The full-scale program is set to launch in early July 2023, with Tenant-Based Rental Assistance (TBRA) and support service funds accessible to eligible clients.

Additionally, the Community Development department continued its collaboration with the General Assistance program and the Public Health Officer, who share office space. Notably, the General Assistance team witnessed a substantial surge in local demand during this reporting period. A total of 426 applications were received, marking a remarkable 330% increase compared to the previous reporting period. Among these applications, 112 were cases with pending asylum requests, reflecting a 509% increase from the previous year. The City General Assistance budget contributed a total of \$233,375

annually, a remarkable 237% increase from the prior year, with the majority of funds allocated to housing-related expenses, including housing, utilities, and food aid.

Furthermore, the City Council allocated additional resources from the American Rescue Plan Act (ARPA) funds to support the Project Support You (PSY) program, which introduced a dedicated co-responder with expertise in mental health and substance abuse. This individual worked closely with the Auburn police and fire departments to enhance care during rescue calls. Over the initial seven months of this collaborative effort, city-contracted staff, in partnership with Tri-County Mental Health, diligently provided services to 263 homeless Auburn residents.

In addition to these initiatives, key personnel, including the City Public Health Officer, Housing Resource Coordinator, and Community Development Manager, actively participated in various housing committees and organizations. These include the Lewiston Auburn Alliance of Services to the Homeless (LAASH), Region II Homeless Council, Main State Homeless Council, the Lewiston Auburn Area Recovery Collaborative (LAARC), and frequent attendance at the Sewall Foundation's Housing Collaboration Sessions and the HUB 3 Coordinator's meetings.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Maine continues its efforts to address the urgent needs of emergency shelter and transitional housing for individuals experiencing homelessness, guided by the leadership and advocacy of the Maine Continuum of Care, the Maine Statewide Homeless Council, and regional homeless councils.

During the winter season, MaineHousing allocated funding for 14 overnight warming shelters across the state; however, none of these shelters received funding in Auburn or Lewiston. The city responded by financing an overnight warming shelter in early February using CDBG-CV funds.

It is noteworthy that most local shelters do not receive funding from the Maine Housing Authority. Instead, the city allocates portions of its Public Service funding to provide financial support to these programs. One such recipient of this support is Safe Voices, a domestic violence response organization that offers 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 city's Housing Resources Program caters to a diverse range of individuals and families facing homelessness or the risk thereof. This encompasses those fleeing domestic or dating violence, sexual assault, stalking, trafficking, and individuals discharged from public institutions or systems of care.

Moreover, both Auburn and Lewiston's HOME TBRA programs serve individuals based on income, encompassing a substantial portion of those recently discharged who fall within income limits.

These programs provide a comprehensive array of services to Auburn residents confronting homelessness or the imminent threat of it. The TBRA programs offer support by covering security deposits equivalent to two months' rent, subject to program guidelines.

Additionally, the Housing Resources Program extends further assistance, including:

- Security deposits (for clients who do not qualify for TBRA)
- Funding for first and last month's rent
- Coverage for housing application fees
- Relief for utility arrears and short-term payments for ongoing utilities
- Support for rent arrears
- Assistance with moving costs and temporary storage fees
- Financial aid for non-housing expenses, such as childcare, bus passes or gas vouchers, supplies and testing for HiSET classes, certification classes and exams, credit repair classes, and outpatient medical care not covered by MaineCare or private insurance.

Furthermore, both programs have the capacity to refer clients to:

- Housing navigators who assist participants in securing homes within a competitive housing market, in accordance with program guidelines
- Employment and training programs
- Educational services, including local adult education programs
- Case managers
- Credit counseling services

Challenges arose in disbursing move-in costs for rental units due to Fair Market Rent (FMR) caps imposed by HUD, which posed difficulties for landlords who were hesitant to engage with a program capping their rent at reduced rates amid a surge in market rent.

Lastly, the Statewide Homeless Council collaborates with the Department of Corrections to implement the Maine Criminal Justice System Blueprint for Ending and Preventing Homelessness. This initiative aims to prevent inmates from being released into homelessness. A parallel Blueprint for Ending Homelessness, in partnership with DHHS, addresses discharge planning from state-run mental health 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, particularly the Public Health Officer and General Assistance Administrator, collaborate closely with the School Department, Police & Fire departments, and local non-profit organizations such as Safe Voices and New Beginnings. This coordinated effort facilitates seamless referrals of residents in need to various service providers.

The HOME-ARP Housing Resources Program and HOME TBRA programs allocate funding for essential move-in costs, including security deposits and utility connections, benefiting homeless individuals and those at risk of homelessness. Additionally, program staff are equipped to facilitate mediation between tenants and landlords and offer referrals to organizations that assist recently unhoused families in reacquiring essential home management skills, budgeting, financial literacy, credit repair, and other life skills training.

Furthermore, the Housing Resources Program has the capacity to cover the costs of mental health, physical health, and substance use disorder treatments that are not covered by MaineCare or other insurance providers. Clients are actively connected to resources to support their healthcare needs when they lack access to such care.

In the forthcoming year, Auburn and Lewiston are set to collaborate with local non-profit organizations to expand the scope of HOME-ARP projects. One notable project includes the introduction of an Auburn-exclusive Housing Navigator, a role that was absent in 2022. Additionally, a new initiative will pair unaccompanied minor children experiencing homelessness with host families to provide them with stable housing, enabling them to complete their high school education, pursue their HiSET, or engage in employment training programs. Furthermore, a potential project aims to establish connections with individuals and families residing in homeless encampments to provide critical services before such encampments are dismantled.

## **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) to promote and develop affordable housing. In this program year, AHA raised its payment standards within the Section 8 voucher program to 110% of Fair Market Rent. This adjustment aims to assist eligible renters in finding and affording housing, especially in the face of rising rental rates and limited available units.

MaineHousing's Family Self-Sufficiency (FSS) staff continue to take the lead in statewide efforts to enhance program processes and evaluation among Public Housing Authorities (PHAs) that administer it. They also collaborate with FSS staff from other PHAs to address new HUD program regulations. MaineHousing, in partnership with Compass Working Capital, is a member of the National FSS Network, along with the Portland Housing Authority.

Furthermore, the Auburn Housing Authority has intensified its efforts to transition its operations toward voucher-based support. These efforts aim to facilitate the development of privately built housing units that can accommodate housing vouchers, further expanding affordable housing options.

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

N/A

### **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 demonstrated proactive efforts in eliminating barriers to housing development over the past three years. Notable achievements include the adoption of new ordinances that permit accessory dwelling units, enhance density standards, and reduce road frontage requirements for residential lots. Complemented by a newly established form-based code, these changes are expected to encourage infill development of new housing, facilitate multi-unit housing projects in residential zones, and potentially waive or decrease permit fees for specific target demographics.

In the current year, the Auburn City Council took the step of removing an income requirement for building homes on rural land. The previous ordinance mandated that 30% of a household's income be derived from farming in rural zones. The revised ordinance now necessitates that landowners maintain a connection to the land and possess a minimum of 10 acres to construct homes. It's important to note that this amendment faced significant opposition from the public.

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

The General Assistance Administrator and Public Health Officer continue to be vital members of the Community Development team. In addition, new staff members were brought on board under the HOME-ARP program to provide direct services to underserved residents who are homeless or at risk of homelessness. The Housing Resources Program had a soft launch this year and is slated for full implementation in early 2023.

These individuals play integral roles in weekly team meetings and actively contribute to the development of the Action Plan and CAPER reporting. Their front-line, community-facing positions enable them to interact with underserved communities daily, enabling them to promptly convey program challenges and evolving community needs to the team. This agile approach allows for rapid adjustments to program delivery as necessary.

The addition of a Project Support You (PSY) staff worker was a strategic move to collaborate with the police and fire departments in connecting with individuals in crisis, including those who are unhoused and individuals with substance use or mental health disorders.

This year, the city initiated the establishment of a "hub" within the Community Development Office, inviting several non-profit organizations to co-locate their staff in the same physical space. This initiative is designed to facilitate swift referrals, enhance client updates, and foster a higher level of comprehension among all staff members regarding each step of a client's housing needs. The ultimate objective is to

incorporate staff members from five non-profit organizations who will operate from the Community Development Office.

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

The City of Auburn secured a three-year Lead Hazard Control & Healthy Homes (OLHCHH) grant commencing in November 2021. To complement this grant, CDBG funds are employed as matching resources to offer supplementary subsidy grants to residents who meet income qualifications.

In 2022, a total of eleven housing units underwent lead assessments, and subsequent remediation efforts were undertaken for six of these units.

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

The City of Auburn administers four programs aimed at directly assisting individuals and families experiencing poverty: General Assistance, Project Support You, HOME TBRA, and the HOME-ARP Housing Resources Program.

1. **General Assistance (GA)** provides emergency and ongoing support to low-income families. This includes food vouchers, temporary lodging in hotels or motels, and continuous rent aid. In 2022, GA aided 381 households, including 270 with housing assistance, 121 with utility support, 58 with food assistance, 1 with medical aid, 10 with burial or cremation assistance, 21 with baby supplies, and 74 with household items.
2. **Project Support You (PSY)**, funded through ARPA, is a frontline initiative that collaborates closely with the police and fire departments to offer immediate assistance to individuals in crisis. Over a seven-month period, the PSY worker served 315 clients, with 263 of them being unhoused. From March to June, this staff member responded to 41 fire department calls and 528 police calls.
3. **The HOME TBRA program** assists low-income families by covering the security deposit when they move into a new rental unit. Given that 37% of American families lack the financial means to address a \$400 emergency expense, these upfront costs can pose significant challenges to many low-income families. Auburn and Lewiston together supported 4 families through this program.
4. **The HOME-ARP Housing Resources Program** extends aid to individuals and families living in unstable housing situations, including those in encampments, vehicles, and emergency shelters. The Housing Resources Coordinator served 46 households by assisting them in applying for housing assistance, providing case management, and aiding in housing searches. The full program launch is scheduled for 2023, enabling it to provide financial assistance such as security deposits, first and last months' rent, childcare support, rent and utility arrears assistance, and other forms of aid to help households regain stability.

Furthermore, Auburn Community Development continues to allocate resources to fund public services and housing programs. These services encompass food pantries, homelessness prevention, housing navigators, domestic violence support, neighborhood centers, Meals on Wheels, and youth programs.



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

Internally, the City of Auburn has undergone a comprehensive redevelopment of the entire Community Development department. This redevelopment includes the integration of General Assistance and the Public Health Officer. This new team-based approach to program delivery has enabled staff to provide a more comprehensive and holistic range of services to specific communities. In 2022, the city expanded its team by adding a Housing Resources Coordinator and a Project Support You worker. Additionally, the groundwork was laid to establish a hub of housing resource providers operating from the Community Development office.

This redevelopment effort coincided with broader city initiatives aimed at streamlining the application, approval, and service delivery processes. These endeavors have significantly reduced response times and allowed the program to address identified needs more effectively. In 2022, MaineHousing and the Maine Continuum of Care continued their collaborative work to revamp and enhance the Coordinated Entry system. The Maine CoC has also made strides in addressing concerns highlighted 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)**

The Community Development Staff is collaborating closely with Auburn Housing Authority (AHA) staff to formulate plans for the creation of new affordable housing units. Additionally, they are jointly managing the Security Deposit assistance and Housing Resources programs.

### **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 dedicated substantial effort to eliminate obstacles hindering the development of new affordable housing units. These endeavors encompass the adoption of a form-based code, revisions to density standards in residential zones permitting the construction of accessory dwelling units, and the reduction of required road frontage to facilitate in-fill development of new residential units. Furthermore, significant attention has been directed towards recognizing and addressing impediments to fair housing, as highlighted by the Maine Housing Authority.

In 2019, the Maine State Housing Authority (MSHA) issued an analysis of Impediments to Fair Housing Choice, acknowledging that opposition from communities and neighbors to planning and zoning improvements aimed at promoting affordable housing is discriminatory. MSHA vowed to support affordable housing projects against such opposition. The City of Auburn shares a similar commitment to actively advance fair housing, not solely as a condition of federal funding but also as a just and practical approach to enhancing our community's quality. Restricting access to specific types or locations of housing development for low-income populations deprives our most vulnerable community members of opportunities and equity.

Similarly, concentrating subsidized housing exclusively in downtown urban areas, as a development model, only succumbs to the pressures of opposition that MSHA identified in its assessment. Therefore, the City embraces development models that expand housing choices for residents reliant on affordable housing. Each neighborhood in our city possesses a unique style and value, just as each resident does. Ensuring that all families, regardless of income, have the freedom to select their homes and the environment in which to raise their children is an essential right.

This department not only supports the inclusive zoning efforts spearheaded by the Planning & Permitting department but also remains committed to approaching the creation of affordable housing in Auburn with an emphasis on increased inclusion, accessibility, and choice. This approach aligns with MSHA's recommendation to promote economic diversity by encouraging mixed-income housing and increasing the utilization of housing choice vouchers in low-poverty areas.

DRAFT

## **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**

The Community Development Staff, in collaboration with the Auburn-Lewiston Consortium, has established a comprehensive monitoring program to ensure that recipients of funds adhere to program guidelines throughout the federally mandated affordability period. This program entails an annual desk monitoring, risk assessment, and on-site inspection process designed to verify and document compliance with prescribed standards related to income levels, fair market rental rates, and adherence to the city's housing standards.

Additionally, a heightened level of oversight and technical assistance has been implemented for Public Service and HOME-ARP grant recipients. The city mandates that subrecipients submit quarterly demographic and impact reports for preliminary review before requesting fund disbursements. These reports encompass demographic information concerning low and moderate-income program recipients and administrative data, including payroll records and financial expenditure reports. This increased scrutiny ensures that grant recipients are well-equipped not only to deliver vital services but also to effectively track and report the significant impact they generate.

## **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 2022 CAPER was posted on the city website and available for public comment, as mandated by statutory requirements, from September 15th to September 30th. A Public Hearing was conducted by the Auburn City Council on October 2nd. Public notification was carried out in accordance with the Citizen Participation Plan, and evidence of the public hearing notice was documented on the administration screen. Additional efforts to solicit input were made through the city's social media platforms. Furthermore, the CAPER was directly emailed to the 2,041 individuals who have subscribed to email alerts via the city's marketing department. Notably, no comments were received for inclusion.

Enhanced citizen outreach initiatives comprised the posting of CAPER notices (complete with direct access links and QR codes) in public facilities across the city, including city hall, the public library, senior housing

facilities, and food pantries. Supplementary outreach methods encompassed a multilingual website, social media notifications, and a press release, all of which included information on language translation accommodations and access to printed versions of the report.

This report will remain in DRAFT form until the close of the public hearing and any public comments received are included.

DRAFT

**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.**

No changes were 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.**

DRAFT

## **CR-50 - HOME 24 CFR 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 24 CFR §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.

The city has begun utilizing the Code Enforcement office to assist completion of HQS and property standard inspections.

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)**

Property owners are mandated to develop and uphold both a Management Plan and a Marketing Plan that actively advance Fair Housing objectives. Owners are accountable for the impartial selection of residents, ensuring nondiscriminatory practices. Additionally, they are responsible for maintaining a documented waiting list of applicants, adhering to the project's resident selection policies and criteria. These policies must conform to all federal and state regulations prohibiting discrimination based on various factors, such as race, color, national origin, religion, sex, physical or mental handicap, sexual orientation, familial status, ancestry, and receipt of public assistance.

The city has recently revised its affirmative marketing plan to align with the evolving needs of the community. This encompasses the introduction of new outreach methods, translation services, and enhanced accessibility provisions.

### **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 and Lewiston for the project year. These reports demonstrate an additional \$85,765.34 in program income generated during the year, which had been committed to new activities.

### **Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 24 CFR 91.320(j)**

The cities of Auburn and Lewiston actively support the construction and upkeep of affordable housing through their Housing Development and Rehabilitation programs. These initiatives provide federal funding to developers and property owners to cover eligible costs while stipulating that the units created

or refurbished must maintain affordability. The affordability criteria are set according to HUD guidelines, with rent limits established at either the Fair Market Rent (FMR), Low HOME Rent, or High HOME Rent levels.

DRAFT

### CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

<b>Total Labor Hours</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

**Table 14 – Total Labor Hours**

<b>Qualitative Efforts - Number of Activities by Program</b>	<b>CDBG</b>	<b>HOME</b>	<b>ESG</b>	<b>HOPWA</b>	<b>HTF</b>
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					



Other.					
--------	--	--	--	--	--

**Table 15 – Qualitative Efforts - Number of Activities by Program**

**Narrative**

The city did not have a project which required Section 3 tracking. Outreach efforts continued during the program year, including hosting lead hazard control and RRP training for local contractors and their employees.

DRAFT