



# CDBG PY 2020 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

*Prepared by the Community Services Department*



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## CITY MANAGER

Megan McGowen Crouch

## PLAN PREPARED BY

Community Services Department



## Table of Contents

|                                                                                        |           |
|----------------------------------------------------------------------------------------|-----------|
| <b>Goals and Outcomes.....</b>                                                         | <b>1</b>  |
| CR-05 - Goals and Outcomes – 91.520(a) .....                                           | 1         |
| <b>Racial and Ethnic Composition of Families Assisted.....</b>                         | <b>7</b>  |
| CR-10- Racial and Ethnic Composition of Families Assisted – 91.520(a) .....            | 7         |
| <b>Resources and Investments .....</b>                                                 | <b>8</b>  |
| CR-15 – Resources and Investments – 91.520(a).....                                     | 8         |
| <b>Affordable Housing .....</b>                                                        | <b>10</b> |
| CR-20 – Affordable Housing – 91.520(b) .....                                           | 10        |
| <b>Homeless and Other Special Needs.....</b>                                           | <b>12</b> |
| CR-25 – Homeless and Other Special Needs - 91.220(d, e); 91.320(d, e); 91.520(c) ..... | 12        |
| <b>Public Housing.....</b>                                                             | <b>14</b> |
| CR-30 – Public Housing - 91.220(h); 91.320(j).....                                     | 14        |
| <b>Other Actions .....</b>                                                             | <b>15</b> |
| CR-35 – Other Actions - 91.220(j)-(k); 91.320(i)-(j) .....                             | 15        |
| <b>Monitoring .....</b>                                                                | <b>18</b> |
| CR-40 – Monitoring - 91.220; 91.320 .....                                              | 18        |
| <b>CDBG.....</b>                                                                       | <b>20</b> |
| CR-45 – CDBG - 91.520(c) .....                                                         | 20        |
| <b>Attachments</b>                                                                     |           |
| Attachment 1 - Cover Pages, and Table of Contents                                      |           |
| Attachment 2 - Public Notice                                                           |           |
| Attachment 3 - Tables, Maps and Photos                                                 |           |
| Attachment 4 - CV-Spending Report                                                      |           |

## **List of Tables**

|                                                                                         |    |
|-----------------------------------------------------------------------------------------|----|
| Table 1 – Accomplishments – Program Year and Strategic Plan to Date.....                | 3  |
| Table 2 – Table of Assistance to Racial and Ethnic Populations by source of funds ..... | 7  |
| Table 3 – Resources Made Available.....                                                 | 8  |
| Table 4 – Identify the geographic distribution and location of investments.....         | 8  |
| Table 11 – Number of Households.....                                                    | 10 |
| Table 12 – Number of Households Supported.....                                          | 10 |
| Table 13 – Number of Households Served.....                                             | 11 |

## **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 Consolidated Annual Performance and Evaluation Report (CAPER) details the City of Auburn (City) Community Services Department (ACSD) progress in meeting the goals established in the Annual Action Plan for the Program Year 2020 (PY 2020), which covers June 1, 2020 – May 31, 2021, by comparing accomplishments with proposed goals. The CAPER also assesses the City's success in addressing its 5-year priorities and objectives in the 2020-2024 Consolidated Plan (Con Plan).

During 2020, the City's Community Services Department maintained its focus on efforts designed to expand the supply of affordable housing, provide opportunities for microenterprise businesses, create jobs, and support a local network that will reduce homelessness in our community.

The COVID-19 pandemic had an extreme impact on anticipated outcomes of the PY2020 Action Plan. In March 2020, Governor Ivey's "Safer at Home" Executive Orders required some of the Community facilities to close for a period of time. Community partners also stopped all in-person operations until proper safety protocols could be established.

Below is a summary of incomplete goals for PY 2020.

#### Land Acquisition

The cost of acquiring available residential building lots to construct affordable housing, and the lack of landowners willing to sell at reasonable values prohibited the City from meeting the goal in PY2020 of purchasing one vacant lot. The inability to clear up title issues before the seller had the legal right to sell the property also presented a hurdle for the City.

#### Housing Rehabilitation and Delivery

The goal for PY 2020 was to provide minor repairs to eleven (11) single-family owner-occupied dwellings. The City could only rehabilitate four (4) homes because of the houses' extensive repair needs and the rising cost of building materials.

Demolition and Clearance

The goal for PY 2020 was to demolish two (2) buildings, however, due to title issues the demolition and clearance program has been delayed.

Public Improvement

The goal for PY 2020 was to resurface Byrd Street, located in LMI Census Tract (406.02) and Block Group (2) within Northwest Auburn. Due to COVID-19, the Public Improvement project was delayed for health and safety reasons.

New Home Construction and Homeowner Assistance

The goals for PY 2020 were to provide funding to support the North Auburn Housing Development Corporation (NAHDC) construction of two (2) new affordable houses and provide down payment assistance to two (2) qualified buyers of new homes constructed by NAHDC. In PY 2019, the City completed the site work for Tucker Heights, a new subdivision located at the corner of Tucker Avenue and Byrd Street that will boast seven affordable homes, one home has been completed and the second home is underway.

**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 |
|------------------------------------------|-----------------------------------|-----------------|-----------|-----------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| Administration, Planning, and Management | Non-Housing Community Development | CDBG: \$        | Other     | Other           | 5                         | 1                       | 20.00%           | 5                       | 1                     | 20.00%           |

|                        |                                   |          |                                                                                             |                        |    |   |        |    |   |         |
|------------------------|-----------------------------------|----------|---------------------------------------------------------------------------------------------|------------------------|----|---|--------|----|---|---------|
| Community Facilities   | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit        | Households Assisted    | 0  | 0 |        |    |   |         |
| Economic Development   | Non-Housing Community Development | CDBG: \$ | Jobs created/retained                                                                       | Jobs                   | 10 | 2 | 20.00% | 2  | 2 | 100.00% |
| Housing Construction   | Affordable Housing                | CDBG: \$ | Homeowner Housing Added                                                                     | Household Housing Unit | 7  | 1 | 14.29% | 2  | 1 | 50.00%  |
| Housing Construction   | Affordable Housing                | CDBG: \$ | Homeowner Housing Rehabilitated                                                             | Household Housing Unit | 0  | 0 |        | 0  | 0 |         |
| Housing Construction   | Affordable Housing                | CDBG: \$ | Direct Financial Assistance to Homebuyers                                                   | Households Assisted    | 7  | 1 | 14.29% | 2  | 1 | 50.00%  |
| Housing Rehabilitation | Affordable Housing                | CDBG: \$ | Homeowner Housing Rehabilitated                                                             | Household Housing Unit | 20 | 0 | 0.00%  | 11 | 4 | 36.36%  |
| Public Infrastructure  | Non-Housing Community Development | CDBG: \$ | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted       | 50 | 0 | 0.00%  | 15 | 0 | 0.00%   |

|                                 |                                   |             |                                                                          |                  |      |     |        |     |     |         |
|---------------------------------|-----------------------------------|-------------|--------------------------------------------------------------------------|------------------|------|-----|--------|-----|-----|---------|
| Public Services                 | Non-Housing Community Development | CDBG:<br>\$ | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 2000 | 971 | 48.55% | 550 | 971 | 176.55% |
| Public Services                 | Non-Housing Community Development | CDBG:<br>\$ | Homeless Person Overnight Shelter                                        | Persons Assisted | 150  | 33  | 22.00% | 60  | 33  | 55.00%  |
| Public Services                 | Non-Housing Community Development | CDBG:<br>\$ | Homelessness Prevention                                                  | Persons Assisted | 840  | 79  | 9.40%  | 135 | 79  | 58.52%  |
| Revitalization of Neighborhoods | Non-Housing Community Development | CDBG:<br>\$ | Buildings Demolished                                                     | Buildings        | 5    | 0   | 0.00%  | 1   | 0   | 0.00%   |
| Revitalization of Neighborhoods | Non-Housing Community Development | CDBG:<br>\$ | Other                                                                    | Other            | 5    | 0   | 0.00%  | 1   | 0   | 0.00%   |

**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.**

**PRIORITY #1:** To assist in the construction of new affordable housing for LMI persons. CDBG funds were used for home design and site engineering for the construction of seven new affordable homes.

**PRIORITY #2:** To provide rehabilitation assistance to LMI homeowners by upgrading the existing affordable housing stock by rehabilitating



structures classified as substandard, but suitable for rehabilitation.

**PRIORITY #3:** To improve public infrastructure, specifically, street resurfacing in an area of LMI and minority concentration.

**PRIORITY #4:** To assist LMI persons through public service activities, including youth, seniors, and those at risk of becoming homeless.

### **CDBG-CV Round 1 and 3 Update**

The City amended its Program Year (PY) 2019 Annual Action Plan in June 2020 to include the allocation of \$379,956 in CDBG CARES-CV1 funds. Additionally, a second amendment was also completed in November 2020 to include \$441,324 CDBG-CV3 CARES Act funds to prevent, prepare for, and respond to the Coronavirus (COVID-19). Activities to be addressed with CDBG-CV1 and CDBG-CV3 funds included homelessness prevention, youth supportive services, senior supportive services, family supportive services, food bank/pantry programs, and program administration. The City acumulative amount for all CDBG-CV allocation rounds is \$821,280, the activities will be carried out in Program Year 2020.Despite the disruption caused by the COVID-pandemic, the City has made great strides in utilizing its CARES-Act funds. The CDBG-CV funds were used for eligible public service activities that served LMI persons affected by the pandemic. A total of \$406,491.74 in CARES-ACT funds was expended to individuals, families, and public service agencies impacted by the pandemic.CDBG-CV Round 1 and Round 3 Activity Summaries:\$88,264 was allocated to CV-Program Administration. Funds are used for the general administrative costs to facilitate and manage the CDBG-CV program. Administrative costs include the management of monitoring efforts, assisting subrecipients of CDBG-CV funds with information and guidance on CDBG-CV policies and procedures.\$155,956 was allocated to CV-Homelessness Prevention. CDBG-CV funds are used for emergency grant payments for utility and rent/mortgage to the provider on behalf of an LMI individual or family at risk of homelessness and those temporarily displaced. There was a total of 567 families that benefitted from the CV-Homelessness Prevention Program.\$35,000 was allocated to CV-Senior Supportive Services. CDBG-CV funds will be used to support the senior citizens' population by addressing their human, health, social, and enrichment needs in response to COVID-19. There has been a total of 85 Seniors that have benefitted from the CV-Senior Supportive Program.\$90,000 was allocated to CV-Youth Supportive Services. CDBG-CV funds will support non-profit community partners who provide resources and educational materials that promote ongoing learning to students, support services, and nourishment in response to COVID-19. There has been a total of 374 youth that has benefitted from the CV-Youth Supportive Services Program.\$55,000 was allocated to CV-Family Supportive Services. CDBG-CV funds will be used to support agencies, including the Domestic Violence Intervention Center, Child Care Resource Center, Inc., and Esperanza House, that provide resources, PPE, and information to help families navigate work schedules, teaching and learning at home, food insecurities, and mental health challenges. There has been a total of 136 families that have benefitted from the CV-Family Supportive Services Program.\$397,060 was allocated to the CV-Food Bank/Food Pantry Program. CDBG-CV funds will be used to support

the Food Bank of East Alabama who plays a significant role in the food aid sector by distributing donated and purchased groceries directly to the Community Market of East Alabama and member agencies. Member agencies include the planned new Boykin Community Center Food Pantry, which provides food to individuals and families facing food insecurity, specifically in response to COVID-19. There has been a total of 5183 families that benefitted from the CV-Food Bank/Food Pantry Program.

## 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         |
|-------------------------------------------|--------------|
| White                                     | 243          |
| Black or African American                 | 937          |
| Asian                                     | 2            |
| American Indian or American Native        | 0            |
| Native Hawaiian or Other Pacific Islander | 0            |
| <b>Total</b>                              | <b>1,182</b> |
| Hispanic                                  | 0            |
| Not Hispanic                              | 1,182        |

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

### Narrative

The table above shows the racial and ethnic distribution of persons who received assistance or services through the regular entitlement CDBG program during the 2020 program year. During PY 2020, the City-funded housing and public service programs benefited 1,182 Auburn citizens by providing decent housing and a suitable living environment.

The City strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of sex, race, religious background, or disability. All of the CDBG-funded public service supportive programs, including senior services, youth services, and family services are available to residents citywide. Projects that focus on facility or infrastructure improvements are generally limited to the CDBG LMI target area.

## 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 | 645,889                  | 414,071                             |
| Other           | public - federal | 100,000                  |                                     |

**Table 3 - Resources Made Available**

### Narrative

Table 3 above summarizes the resources made available and the actual amount expended during PY2020. CDBG included the PY 2020 award of \$645,889 and program income of \$100,000 for a total of \$745,889. Also, included are the amounts the City expended during PY2020 in CDBG funds. A total of \$1,500,000 was available to the City in Section 108 funds for PY2020. The City did not expend any Section 108 funds during PY2020.

The City drew down funds as projects progressed. Some projects often span more than one program year.

### Identify the geographic distribution and location of investments

| Target Area | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description |
|-------------|----------------------------------|---------------------------------|-----------------------|
| Citywide    | 100                              |                                 | Citywide              |

**Table 4 – Identify the geographic distribution and location of investments**

### Narrative

During PY 2020, the City chose not to allocate its CDBG resources to a specific targeted geographic area. Not selecting a specific target area allowed the City to invest CDBG funds throughout the City to assist LMI households and individuals wherever they resided.

## 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 attempted to leverage grants and other funding, when appropriate, to meet the objectives of the Annual Action Plan by utilizing a combination of public and private funds.

Under the City's Affordable Housing program, a private mortgage lender provides first mortgage financing, and the City offers a second mortgage as a down payment for qualified applicants. Typically, the second mortgage represents 20 percent of the house's cost, thereby incentivizing the lender to provide 80 percent of the financing. The NAHDC has completed the first home in the Tucker Heights Subdivision, and the second home is underway.

During PY 2020, there were no CDBG funds expended towards activities to support Economic Development Section 108 loans.

## 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  | 11            | 4        |
| Number of Special-Needs households to be provided affordable housing units | 0             | 0        |
| <b>Total</b>                                                               | <b>11</b>     | <b>4</b> |

Table 5 – Number of Households

|                                                                      | One-Year Goal | Actual   |
|----------------------------------------------------------------------|---------------|----------|
| Number of households supported through Rental Assistance             | 0             | 0        |
| Number of households supported through The Production of New Units   | 2             | 1        |
| Number of households supported through Rehab of Existing Units       | 11            | 4        |
| Number of households supported through Acquisition of Existing Units | 0             | 0        |
| <b>Total</b>                                                         | <b>13</b>     | <b>5</b> |

Table 6 – Number of Households Supported

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

The City and the North Auburn Housing Development Corporation (NAHDC) completed the affordable housing subdivision's initial design and development in PY 2019. The site work was completed in PY 2019, and the NAHDC has completed the first home in the Tucker Heights subdivision, and the second home is underway.

Affordable housing units are consistently a top priority. An ongoing challenge for the City is the acquisition of available residential building lots to construct affordable housing. Title issues must be cleared up before the seller has the legal right to sell the property, and the lack of landowners willing to sell at reasonable values are common problems the City encounters.

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

The City of Auburn Community Services Department (ACSD) continued to monitor outcomes monthly to assess its progress toward meeting the goal of increasing the number of new affordable housing units. During program year 2019, the City was able to complete site work for seven (7) affordable houses. Future Action Plan will include goals of construction of affordable housing units.

Four (4) housing units received emergency repair assistance under the CDBG housing rehabilitation project.

**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        | 4           | 0           |
| Low-income                  | 0           | 0           |
| Moderate-income             | 1           | 0           |
| <b>Total</b>                | <b>5</b>    | <b>0</b>    |

**Table 7 – Number of Households Served**

**Narrative Information**

During PY 2020, CDBG funds supported cost-burdened and severely cost burden LMI citizens and combated the risk of eviction and homelessness by providing 79 temporary emergency assistance and emergency assistance grants (Utility and Rent/Mortgage). The City made the emergency assistance directly to the service provider on behalf of an individual or family.

Four (4) housing units received emergency repair assistance under the CDBG housing rehabilitation project. Table 7 shows the income categories of all households served.

**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 2020-2024 Consolidated Plan identified homelessness as a low priority needs in the City. Therefore, limited CDBG funds were allocated in the PY 2020 Action Plan for outreach to homeless individuals.

During PY 2020, the City continued to work with the local Continuum of Care (CoC) agency serving the City. The Alabama Rural Coalition for the Homeless (ARCH) serves as the Collaborative Applicant and Homeless Management Information System (HMIS) lead agency for the Balance of State Continuum of Care for the 42 rural counties in Alabama.

One of the best sources of information for determining the extent of homelessness in a jurisdiction is the Point-in-Time (PIT) count conducted each year by volunteers seeking out unsheltered homeless individuals. ARCH conducts the annual homeless count, which is a one-night activity to determine how many persons are homeless. The 2020 analysis indicated that there is no chronic homelessness problem in Auburn. Instead, homelessness is better categorized as random and temporary and is often the result of sudden dislocation caused by loss of a job, family violence, illness, fire, or natural disasters. Therefore, the City's actions for the period covered by this Action Plan are those discussed here.

The City collaborated with other service agencies to support programs and strategies that address homeless persons and families' priority needs. During PY 2020, the City financially supported programs and services for the homeless through its CDBG Public Service funds. The City referred persons who required homelessness assistance to the Food Bank of East Alabama and Unity Wellness of East Alabama Medical Center.

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

During PY 2020, the City-funded social service agencies that provided financial assistance to those who lost their homes due to tragedy, utility disconnections, family separations, emergency, etc. The City is an active member of the Balance of State Continuum of Care. The City's involvement is as an area resource.



**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**

During PY 2020, various public and private social service agencies provided needed services to individuals released from institutional facilities and homes. The ACSD continued to explore opportunities to coordinate with such agencies to assist extremely low-income individuals and families and those who are being discharged from publicly funded institutions and systems of care.

**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**

During PY 2020, the City financially supported Unity Wellness of East Alabama Medical Center that delivered homelessness prevention assistance for displaced citizens specific to emergency assistance and assistance to those persons at risk of becoming homeless. These expenditures also included assistance with supportive services provided by local service agencies such as the Food Bank of East Alabama.

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

### **Actions taken to address the needs of public housing**

During PY 2020, the City executed a subrecipient agreement with the Auburn Housing Authority (AHA) to assist AHA families (adults and children) with educational activities, transportation, and family counseling/family development.

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

In partnership with the AHA, the City made information concerning the City's affordable homeowner opportunities available to public housing residents and coordinated with public housing staff to qualify residents for homeownership. The AHA also operates the Housing Choice Voucher Program (HCV) to expand homeownership opportunities for families who are current HCV program recipients.

The AHA undertook a broad range of resident initiatives and programs, as outlined in the 2020-2024 Consolidated Plan. During PY 2020, the City supported the AHA strategies to promote public housing residents' involvement in the AHA policy development and the strategic decision-making process. The AHA encouraged residents to participate through the Resident Advisory Board, which reviews AHA's proposed Annual Plan and meets regularly with the AHA staff to receive updates on AHA's significant issues and discuss matters relating to residents' participation in governance, public housing programs, etc.

Also, AHA staff worked to promote the Family Self-Sufficiency (FSS) Program to public housing residents. The Program provides participants with job training opportunities, employment counseling, case management services, household skill training, and homeowner counseling.

Additionally, the AHA and the City worked together to prepare public housing residents to become homeowners by becoming creditworthy, establishing a good credit history, and creating personal savings.

### **Actions taken to provide assistance to troubled PHAs**

The AHA is a high-performing PHA and does not have a troubled designation. Therefore, the City didn't need to provide financial assistance or provide other assistance to remove such designation.

## **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)**

No actions were taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing at the local level. The City maintains a coherent zoning ordinance with the ability to change as necessary. The City's Building CODES are similar to the vast majority of Alabama cities. Fees are reasonable.

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

Obstacles to meeting underserved needs generally fall into the category of available resources and affordable housing options. During PY 2020, the City addressed these obstacles as follows:

#### Available resources

- The City continued to support applications submitted by various non-profit agencies to local, state, or federal agencies for funding to address obstacles to meeting underserved needs.
- The City researched and pursued other grant opportunities to meet the underserved needs.
- The City continued to look for opportunities to leverage entitlement funding.

#### Affordable housing options

- The City worked with the NAHDC to use CDBG entitlement funds to complete design and site work for their new affordable houses that are currently underway.
- The City continued to work with the AHA on their comprehensive housing strategy and resident development plan.
- The City continued to seek partnerships with other private sector providers, including financial institutions, to support the construction of affordable housing units.

#### Actions planned to foster and maintain affordable housing

The City continued its efforts to develop and support more affordable housing opportunities for LMI families. By coordinating with other non-profits, the City created new affordable housing opportunities in Auburn.

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

Under the Housing Rehabilitation and Repair programs, the City tests all housing units built before 1978

to determine if the unit contains lead paint. None of the houses rehabilitated by the City in PY 2020 were built before 1978 and therefore did not require testing for lead paint.

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

Most of the activities carried out with the City's allocation of CDBG funding have the positive impact of reducing the burden of poverty within the Auburn community. The City's strategy continues to direct resources toward identifying and addressing the housing needs of LMI individuals, homeless and near-homeless persons, and funding public services activities that assist poverty-level families.

The City's strategies and actions during PY 2020 to help families achieve economic and financial stability were as follows:

- Increase income through the work of the City's Economic Development Department to expand job opportunities. The City's economic development program includes recruiting new and expanding industries, assistance to existing industries and businesses, encouragement of entrepreneurial start-ups, and an innovative approach to job training and education.
- Work with the AHA, local banks, the faith-based community, and other local organizations to increase financial education, homebuyers counseling, and general financial literacy.
- Provide housing rehabilitation assistance to homeowners that do not have savings to make necessary repairs.

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

The current institutional structure ensured all CDBG functions were performed in a coordinated fashion and in a manner that ensures the efficient use of resources with accomplishments. The existing institutional structure is adequate for a small CDBG program. During PY 2020, the City made no specific plans to develop additional institutional structures.

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

As the lead agency in the Annual Action Plan development process, the City recognizes the importance of coordinating its planning efforts with other public and private service agencies. By coordinating efforts, the City accomplished programs needed to provide decent housing, a suitable living environment, and expand economic opportunities, particularly for LMI persons.

During PY 2020, the City continued coordination efforts as follows:

- Met regularly with non-profits and other community agencies, including the AHA, East Alabama Food Bank, United Way of Lee County (UW), Alabama Council on Human Relations (ACHR), and Lee Russell Council of Government (LRCOG), to seek their input.

- Worked closely with private developers on creating affordable housing options.
- Worked with training and employment organizations to expand employment opportunities for LMI persons.
- Worked with housing and service providers to implement strategies to address chronic homelessness and the underserved's needs.
- Worked with local businesses to provide training services for LMI persons.

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

During PY 2020 and Fair Housing Month, the City joined with the neighboring City of Opelika to sponsor multiple first-time homebuyer forums and fair housing awareness zoom sessions. The zoom sessions informed realtors, lenders, property owners, and the public-at-large regarding the home buying process requirements and National Fair Housing Laws. An average of eleven (11) individuals and professionals attended the zoom meeting.

To overcome identified impediments and explain its Affordable Housing Program, the City met via zoom with local banking officials, realtors, and mortgage company representatives. The purpose of the meetings was to encourage their continued and increased participation in the City's program and discussed any possible impediment to fair housing in Auburn. The consensus was to continue working together to identify any actions required to overcome the effects of any impediments identified.

## **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 Services Department, the lead agency for the City of Auburn, developed a standard approach in monitoring to ensure federal funds received from HUD were used only for approved activities and administered under applicable statutory and regulatory requirements. This monitoring approach identifies potential problems in meeting functional requirements. This approach also helps to prevent fraud, waste, and mismanagement of CDBG funds.

The City executed an Agreement with each CDBG sub-recipient stating that, among other things, the sub-recipient was subject to performance monitoring at least annually following the City's established Sub-Recipient Monitoring Policy. The policy requires that the City:

1. Provide at least a ten (10) working day notice to each sub-recipient (Sub-Recipient Monitoring Notice) regarding a scheduled site monitoring visit about the CDBG funded activity. The notice must specify the general types of documents to be reviewed or information to be collected (e.g., general information, national objective compliance, activity eligibility, quarterly reports, recordkeeping, financial management, procurement, and conflict of interest). The notice must inform the sub-recipient that it must have appropriate and responsible staff members (e.g., activity manager, financial manager) available throughout the visit.
2. Provide within twenty-one (21) days following the conclusion of the monitoring visit a written Monitoring Report to the sub-recipient. The Report identifies findings or concerns discovered due to the monitoring, specifies what corrective action must be taken, and specify any documents required to be sent to the City to demonstrate that corrective action has been taken. The Report also indicates when no findings or concerns are discovered.
3. Allow the sub-recipient twenty-one (21) days from the Monitoring Report's date to demonstrate that corrective action has been taken except that the sub-recipient may request an extension in writing. The City may agree in writing to the request for compelling reasons (e.g., illness or absence of appropriate and responsible staff during the twenty-one (21) days needed to complete the corrective action). The City will append the applicable Monitoring Checklist to each Monitoring Report sent to a sub-recipient regardless of whether findings or concerns have been identified. Once required corrective action has been taken, the City will provide a written Closeout Letter to the sub-recipient.
4. Inform the sub-recipient in the Monitoring Report that failure to take corrective action when required may terminate the sub-recipient Agreement.

### **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.**

Per the City's Citizen Participation Plan, the City ran a Public Notice in the non-legal section of a paper of local distribution, *Auburn Villager*, on July 15, 2021, notifying the public that the PY 2020 CAPER was available for review and announcing the start of a fifteen (15)-day Citizen Comment period. Copies of the CAPER were made available for inspection at the Community Services Department (Boykin Community Center), Auburn City Hall, Auburn Public Library, and on the City's website.

No comments or requests for accommodations were received before the date this report was filed with 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.**

The COVID-19 pandemic had an extreme impact on anticipated outcomes of the PY2020 Action Plan. In March 2020, Governor Ivey's "Safer at Home" Executive Orders required some of the Community facilities to close for a period of time. Community partners also stopped all in-person operations until proper safety protocols could be established.

The City of Auburn Community Services Department made no significant changes to its program objectives from its adopted FY2020 Action Plan. A review of the year's accomplishments and ongoing community needs has led CSD to continue in FY2021 to focus on the development of affordable housing units, and supportive services that place an emphasis on homelessness prevention and youth, family, and elderly services.

**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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