

DRAFT



ANNUAL ACTION PLAN

July 1, 2022 – June 30, 2023

City of Lewiston, Maine
Economic and Community Development Department
Community Development Program
27 Pine Street
Lewiston, ME 04240
www.lewistonmaine.gov

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

This Annual Action Plan describes the annual goals and objectives, activities and a funding recommendation for FFY 2022 starting on July 1, 2022 through June 30, 2023. The goals and objectives listed here were identified as community priorities in the City's 2020-2024 Consolidated Plan.

The City has been an entitlement grantee from the U.S. Department of Housing and Urban Development since 1974 when the Community Development Block Grant ("CDBG") program began. Each year the City receives an allocation of funding to support the goals and objectives identified in the five year Consolidated Plan. This year's allocation amount has not yet been released, however, HUD provided guidance that grantees should make their budget plans based on the allocation amount received in FFY 2021. Grantees were further directed to demonstrate a plan for adjusting the City's budget in the event the allocation amount was smaller or greater than the amount.

In addition to the CDBG allocation, the City receives program income from loans made to property owners to support jobs, economic growth, and improve housing. Funds are distributed as loans to qualified property owners. The balance in the Revolving Loan Fund will be \$ _____ on June 30, 2022. Total resources made available to the City to accomplish its goals and objectives for this year, including the RLF balance, are \$ _____. Until FFY 2020, the RLF could only be used for loans made to property owners to improve commercial and residential properties that either 1) benefitted low-moderate income persons; 2) eliminate slums and blight; or 3) met an urgent need when no other resources were available. In FFY 2020, after the appropriate public participation process, the City Council amended the RLF guidelines to allow RLF program income to be accounted for as either RLF Program Income or as regular CDBG Program Income. This change was made to enable the City to begin issuing micro-enterprise or economic development grants, which was among the goals and strategies articulated in the 2020-2024 Consolidated Plan. Prior to this change, only loan, not grants, could be made if only recorded as RLF Program Income.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City has identified four high priority needs which encompass public services including homeless and special needs populations; affordable housing; economic opportunities; and improvement to infrastructure and public facilities. The goals and strategies align with other community plans including Legacy Lewiston (LL); Choice Neighborhood Transformation Plan (CNTTP); EPA Environmental Justice

Collaborative Problem Solving Grant (EPA-EJCPS); and Analysis of Impediments to Fair Housing Choice (AI).

The City has established the following goals to meet these needs:

Goal 1: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of being homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds; including the provision of short term housing for the homeless.

Goal 2: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will fund affordable housing acquisition, historic rehabilitation, code enforcement, demolition of dilapidated structures with reconstruction, rehabilitation of housing, and homebuyer assistance. These activities will be carried out through the City's rehabilitation programs with direct assistance to the homeowner or investor owner and nonprofit partnerships. The City supports the development of new affordable housing by leveraging LIHTC funds with HOME.

Goal 3: Create economic opportunities for individuals and families with low-moderate incomes.

To meet this goal, the City will fund businesses through its economic development programs directly to entrepreneurs wanting to establish their business, with extra support for transportation, child care; investors and business owners that want to rehabilitate, improve or expand their business. CDBG will also be used as match funding for other grants that promote economic development and job creation such as brownfield grants from EPA.

4. Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

To meet this goal, the City will fund infrastructure reconstruction, rehabilitation, to parks, streets, sidewalks, and improve broadband access, etc. in our target area. These activities will primarily be carried out by the Public Works Department. Additionally, the City will fund activities relating to public facility rehabilitation and improvement. These activities will be carried out by non-profit owners/developers. Public infrastructure funding will be awarded once annually as part of the annual allocation process. Public Facilities requests for funding will be available on a rolling basis throughout the year, limited by funding availability.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The Economic and Community Development department underwent a number of staffing changes during FFY 2020 program year which included having key positions vacant for several months.

The City moved to a rolling application process for public facility projects after having several nonprofits have essential brick and mortar repairs arise that needed repair long before the time frame dictated by a once a year allocation process. As COVID-19 descended upon the landscape we had many small businesses that employ or serve low/mod people experience significant revenue losses and struggle to remain open and keep people employed. They were very reluctant to take on additional debt and the need for grants became increasingly apparent. We used CARES Act funding and began to reprogram our RLF receipts as regular Program Income in order to fund new programs to meet this demand. With an old and deteriorating housing stock and more demand for loans and grants to assist with repairs and renovations than the Community Development Coordinator can handle with other duties, and with a growing balance in our RLF the City created a new position, Rehabilitation Coordinator, to market the programs and work with applicants to develop scopes of service and monitor construction on eligible commercial and residential projects.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Lewiston's Citizen Participation Plan (CPP) encourages participation from Lewiston residents in developing the 5-year Consolidated Plan, any substantial amendments to the Consolidated Plan, and developing the annual action plans and performance reports. The City especially encourages participation by residents of Census Tracts 201, 202, 203, and 204, which constitute the CDBG Target Area and which is defined as a low- and moderate-income area. Lewiston's NRSA is comprised of Census Tracts 201, 203, and 204. The City further encourage participation by low- and moderate-income persons, the homeless, persons with disabilities, immigrants and refugees, public housing authorities, and organizations representing these groups.

To ensure that all constituents are provided with an opportunity to be included in this important planning and implementation process, the City appoints and convenes a Citizens Advisory Committee (CAC) to assist in developing the specific goals and objectives of the Consolidated Plan, the Assessment of Fair Housing, and the annual Action Plan. Committee members are appointed by the Mayor to two-year terms. The 7 person committee includes a Lewiston City Councilor, a representative from the homeless community, a representative of the immigrant/refugee community, at least two citizens from the CDBG Target Area, and the remainder from the community at large. Each year the City Clerk's office puts out a broad call as part of their annual process seeking citizen volunteers for committees such as

the CAC. During FFY 2021, the CAC was seeking to fill the vacancy for a representative of the homeless community. Despite this effort, along with direct calls and emails by the Mayor and ECD Director to individuals and agencies who could fill this role, a homeless community representative who was willing and able to serve was not found until the CAC process was already underway. Once the individual was nominated and then accepted by City Council the individual got themselves up to speed and participated in the CAC meetings.

On November 30, 2021, a NOFA and invitation to apply was posted on the City's web page and social media accounts and emailed to past applicants. Mandatory training meetings were held on December 7 and 9. Applications were due for submission before midnight on December 30. During the public process, the CAC members read, review, interview, and score all qualified applications for funding that were received. The public process began with the CAC's first meeting on January 21, 2022 and was completed at their seventh meeting held on March 17.

The meetings of the CDBG Citizens Advisory Committee are open to the public with the meeting times and date published in advance on the City of Lewiston's website and City's social media accounts. The committee's funding recommendations were presented to City Council at Workshop on March 17th. The Action Plan was posted to the City's website and social media accounts on April 1 and public comment will be accepted until May 2.

Each year, the Lewiston City Council will take action on the acceptance of the Action Plan according to the City's budget timeline, with final approval of the City Council no later than May 3. Final approval takes place at a City Council meeting following a public hearing. Notice of the City Council meeting and public hearing on the Action Plan will be provided on the City's website and social media accounts at least 10 days prior to the date the public hearing is scheduled to take place.

5. Summary of public comments

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

The City is about to enter the third year of the 2020-2024 Consolidated Plan. The annual allocation amounts have not yet been released by HUD so grantees have been advised to create budgets and action plans based on the prior year's allocation amount, but also include a plan for how those budgets and action plans would be revised if the allocation amount was less or more.

Last year the City received entitlement funding in the amount of \$906,484. Carryover activities from prior program years that are expected to be expended in FFY22 include \$100,000 to meet a match

requirement of a \$500,000 EPA Brownfield Grant received by the City for the clean-up of Bates Mill #5; \$25,000 for a drinking water fountain to be installed in Kennedy Park as one of the Neighborhood Planning and Action Activities as well as \$118,750 in other Choice identified Action Activities.

Under HUD's guidance, the City reduced the number of CDBG funded agencies from nine agencies to six agencies.

Other entitlement activities this year include CD administration; rehab administration; code enforcement; and rehabilitation of Kennedy Park Sidewalk along Pine Street as a Choice Neighborhood Action Activity. The City will continue to use its Revolving Loan Fund to make loans to remove lead hazards, create healthy housing; improve housing, facades, historic buildings, microenterprise activities, expand businesses, and create jobs.

City Council has been asked to reallocate \$500,000 of RLF to combine with uncommitted FY22 Public Facilities funding of \$38,900; and the combined prior years contingency of \$451,601, totaling \$990,501 for commitment to other projects. The following are the recommended projects to utilize this funding: \$608,000 grant for street and sidewalk repaving along River and Oxford Streets between Cedar and Lincoln Streets as well as adding parking and paving paths in Potvin Park; \$100,000 grant for rehabilitation of Safe Voices Program Hub; \$100,000 grant for Promise Early Education to acquire and install playground equipment and shade structure for Head Start Program; \$100,000 for Democracy Brewing forgivable commercial loan related to purchase of historic structure which results in low-moderate-income job creation and historic preservation; and \$80,000 grant to install fencing around soccer field at former Hudson Bus site at 280 Bartlett Street.

If the City's allocation is more than last year's amount, those additional funds will be added to the funding available for public facility and infrastructure improvements. However, if the allocation is less than last year's amount, the City will adjust the funding available to public agencies and administration as necessary to ensure the caps are not exceeded and funding to public facility and infrastructure improvements will also be decreased if necessary.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	LEWISTON	
CDBG Administrator		City of Lewiston Economic & Community Develop
HOPWA Administrator		
HOME Administrator		Auburn-Lewiston Home Consortium
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The City of Lewiston has an Economic and Community Development Department (ECDD) that is responsible for preparing the Consolidated Plan and provides overall oversight for the federal HUD grants that come into the City. To assist the ECDD, our Finance Department provides a full time Grants Accountant responsible for managing the financial aspects of the grant. Other City Departments receive funding from Entitlement and are responsible for managing the funding allocated to them for a specific activity. Our department utilizes Interdepartmental Agreements that spells out the requirements of the funding for guidance to partnering City Department in administering grant funds.

Consolidated Plan Public Contact Information

The City has adopted a Citizen Participation Plan that identifies how the public can be involved in the Consolidated Plan Process.

The City especially encourages participation by residents of Census Tracts 201, 202, 203 and 204, the CDBG Target Area that is defined as a low and moderate income area; as well as participation from all citizens that may be homeless, persons with disabilities, immigrants and refugees, public housing authorities, and organizations representing these groups.

To ensure that all constituents are provided with an opportunity to be included in this important planning and implementation process, the City appoints and convenes a Citizens Advisory Committee (CAC) to assist in developing the specific goals and objectives of the Consolidated Plan, the Assessment of Fair Housing, and the annual Action Plan. Committee members are appointed by the Mayor to two year terms coinciding with the calendar year. This seven-person Committee includes a Lewiston City Councilor, a representative from the homeless community, a person representing the immigrant/refugee community, at least 2 citizens from the City's CDBG Target Area, with the remainder from the community at large.

Questions about the plan should be directed to:

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

As part of Lewiston's 2020-2024 Consolidated Planning process 33 agencies and entities responded to a survey designed to identify the populations they work with and serve, and the challenges faced by low/moderate income residents. Survey respondents included local police departments, homeless service providers, housing authorities, public health agencies, education and youth services providers, CAP agencies, finance institutions, elected officials, housing developers, Veteran's service organizations, business leaders, philanthropic foundations, transit providers, Maine Department of Labor, immigrant service organizations, and domestic abuse organizations. This information informed the ways CDBG funds could be used to address those needs. The recurring themes articulated in those surveys include: public transit needing longer hours and expanded routes; inadequate supply of safe, decent and affordable housing; and the need to address lead and other health issues in housing. Low incomes were recognized as a foundation of many of the challenges of the target area. Suggestions to combat it include the need for more accessible and affordable education and/or work training opportunities that address both hard and soft skills; more childcare, including culturally appropriate childcare and care outside of regular business hours. Public infrastructure needs include better sidewalks, crosswalks and lighting, a need for more public greenspace and gathering places, and broadband. Independent of the survey City staff have met with internet service providers to encourage expansion of broadband service into a section of Lisbon Street in the NRSA with inadequate coverage for business needs. The Tree Street neighborhood has fiber, but the cost of equipment and fees for service are beyond the means of many. LIHTC projects developed over the last several years include broadband access as part of the rent. Improved affordability and access to broadband are recognized as needs to be addressed over the term of this Consolidated Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City has well established relationships with several housing developers that utilize LIHTC to develop projects. The public/private partnership needed to make project economically viable varies by project, but historically the City has provided no cost or low cost land, Tax Increment Financing, and HOME funds for projects. The City coordinates with MaineHousing on affordable housing projects, the Continuum of Care, and on temporary emergency shelters necessitated by the COVID pandemic. The City has long established relationships with a variety of non-profit agencies serving the communities most needy citizens, and partners with Healthy Androscoggin, an affiliate of Central Maine Medical Center on lead poisoning prevention and education efforts and other public health initiatives. The City has worked closely with the Lewiston Housing Authority (LHA) over the course of the Choice Neighborhood Planning and Action Grant, and has provided financial support to help acquire and demolish properties suitable for redevelopment as articulated in the Choice Plan. LHA was the lead applicant on the Choice

Implementation grant application with the City as a co-applicant. LHA is taking the lead on the Housing portion of the plan; the City is lead on the Neighborhood portion of the plan. Community Concepts is lead on the Peoples part of the plan.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Maine State Housing Authority works with homeless service providers and other organizations toward a shared goal of preventing and eliminating homelessness in Maine. Collaborative efforts include the Continuum of Care (COC) a group of service providers serving a particular geographic area who work together to develop programs that address homelessness. Lewiston and Auburn are part of the Maine Balance of State Continuum of Care.

Locally, providers who address the continuum of homeless services for the area collaborate through the Lewiston-Auburn Alliance for Services to the Homeless (LAASH). LAASH works to improve access to services and housing for persons who are homeless or at risk, shares information and strengthens cooperation among local agencies and homeless providers, identifies gaps in services, increases public awareness about homeless issues, and seeks funding to service the homeless and at-risk. The group meets monthly to focus on local homeless issues and provide a forum for educating its members. Auburn and Lewiston Community Development staff participate in LAASH, and a consultation meeting with LAASH informed the needs and priorities of the Consolidated Plan. The State of Maine held a Continuum of Care meeting in Lewiston with the participation of Auburn and Lewiston's Community Development Departments. The City Council established a Housing Committee. The first recommendations of that committee were to take action to address the needs of Lewiston's homeless population, including but not limited to expanded overnight capacity, supporting Housing First homeless shelter that provide supportive services, and the establishment of public bathrooms and shower facilities. In this Action Plan, the City will be funding the Trinity Jubilee Day Shelter and Resource Center, Trinity Jubilee Food Pantry, and New Beginnings Homeless Youth Education Support Program.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

In 2019, LAASH and Maine CoC held a focus group to determine and assess needs of homeless persons, 53 persons were in attendance including homeless persons, and representing state, federal and local government staff, Senator King's office, housing providers, homeless shelters, interested citizens, mental health, health, nutrition, and substance abuse providers. The CoC, working with a consultant funded by MaineHousing, is in the process of evaluating how to best deliver homeless services on a regional basis in order to best meet the homeless where they are.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	SENIORS PLUS - SENIOR SERVICES
	Agency/Group/Organization Type	Services-Elderly Persons Regional organization
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They described their program, request, need for the service and past performance. They requested funds for their Meals on Wheels program, but noted additional benefits to seniors, including education and socialization that allow them to live independently for a longer period. The organization was awarded \$38,000 in CDBG funds
2	Agency/Group/Organization	TRINITY JUBILEE CENTER - DAY SHELTER AND RESOURCE CENTER
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They have two programs operating out of the same space: a food pantry and a day shelter homeless resource center. They interviewed with the CDBG Citizen Advisory Committee, describing their programs, need for the services, and and past performance. The organization was awarded CDBG funds in the amount of \$39,000 for the day shelter and \$22,000 for the food pantry.
3	Agency/Group/Organization	LITERACY VOLUNTEERS
	Agency/Group/Organization Type	Services-Education Regional organization
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for the service, and and past performance. They requested funds for their adult, one-on-one training, and English Conversion Partners for work readiness program. The organization was awarded \$5,055 in CDBG funds.
4	Agency/Group/Organization	NEW BEGINNINGS, INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Services-Education Service-Fair Housing Services - Narrowing the Digital Divide Child Welfare Agency Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide shelter and a variety of supportive services to homeless unaccompanied youth. They specifically were seeking CDBG funding this year for educational supports to homeless youth dealing with remote learning. The program provides individualized support to match participants' strengths and challenges. The organization was awarded \$32,000 in CDBG funds.
5	Agency/Group/Organization	Lewiston Adult Education
	Agency/Group/Organization Type	Services-Education Services-Employment Services - Narrowing the Digital Divide Other government - Local Regional organization
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide integrated skill based work readiness training. The organization was allocated \$23,958 in CDBG funding.

6	Agency/Group/Organization	The Center for Wisdom's Women
	Agency/Group/Organization Type	Services - Housing Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide addresses the needs of women healing from trafficking or exploitation, addiction, and/or incarceration. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.
7	Agency/Group/Organization	ANDROSCOGGIN HEAD START & CHILD CARE
	Agency/Group/Organization Type	Services-Children Services-homeless Services-Education Services-Employment Health Agency Child Welfare Agency Regional organization

	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide early education and extended care to children of low/moderate income families as well as parenting education and work opportunities. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.
8	Agency/Group/Organization	YWCA OF CENTRAL MAINE
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education Health Agency Regional organization
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide a host of wellness services to the community, including health education, free meals for children enrolled in programs, swimming and other recreational opportunities and daycare. They specifically sought funding for a 2:00 pm - 6:00 pm school aged childcare program for youth up to 17 years old to provide them with a safe, supportive, supervised place to be between school and home. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.</p>
9	<p>Agency/Group/Organization</p>	<p>VETERAN'S, INC.</p>
	<p>Agency/Group/Organization Type</p>	<p>Housing Services - Housing Services-homeless Services-Education Services-Employment Regional organization</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Homelessness Needs - Veterans Homelessness Strategy</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. Veteran's Inc applied for funding to increase supportive services to veteran's living in the organization's permanent supportive housing facility. The city reduced the number of agencies funded this year because of capacity constraints. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.
10	Agency/Group/Organization	TEDFORD HOUSING - LEWISTON SUPPORTIVE HOUSING
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. Tedford was seeking funding for a supportive services case manager the organizations 10 unit family supportive housing facility. The city reduced the number of agencies funded this year because of capacity constraints. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.

11	Agency/Group/Organization	SAFE VOICES
	Agency/Group/Organization Type	Services - Housing Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. The program operates an emergency shelter for survivors of human sex trafficking and sexual exploitation. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.
12	Agency/Group/Organization	TREE STREET YOUTH
	Agency/Group/Organization Type	Services-Children Services-Education Services-Employment Services - Narrowing the Digital Divide Child Welfare Agency Civic Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Agency applied for CDBG funding as part of annual application process. They interviewed with the CDBG Citizen Advisory Committee, describing their program, need for their service in the community, and past performance. They provide after school education and enrichment services for children K -12. As children progress through the program they have opportunities to become mentors and take leadership roles, resulting in job skills and work readiness. The city reduced the number of agencies funded this year because of capacity constraints. This organization scored below the threshold required for funding.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

The Lewiston Auburn Emergency Management Association was not actively consulted in development of the plan. Only that portion of the city immediately adjacent to the Androscoggin River is in a floodplain, and the city is not at risk for sea level rise or coastal flooding. Lewiston has full time professional planning, code and fire departments who insure development is built in appropriate areas and is code compliant.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	MaineHousing in collaboration with others	Homeless prevention and supportive housing
Choice Neighborhood Transformation Plan	Healthy Neighborhoods Planning Council, City of Lewiston, Community Concepts	Neighborhood planning and housing strategies
Legacy Lewiston	COL Planning Department	Legacy Lewiston is the city's comprehensive plan and articulates a vision for orderly and beneficial development of the City, including zoning uses and density throughout the City.

Table 3 - Other local / regional / federal planning efforts

Narrative

Currently there is just one water main feed from Lake Auburn that connects to that portion of the city served by public water. The City has been evaluating options to build a second, back up water main feed to provide redundancy and improve reliability. A portion of the American Rescue Plan funding received by the City will be used to build the second water main connection. Another portion of the funding will be used to build a large combined sewer water storage system just upstream from the waste treatment plant. Doing so will significantly reduce CSO discharges into the Androscoggin River and tributary streams.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City especially encourages participation by residents of Census Tracts 201, 202, 203 and 204, the CDBG Target Area that is defined as a low and moderate income area; as well as participation from all citizens that may be homeless, persons with disabilities, immigrants and refugees, public housing authorities, and organizations representing these groups. The goals of the Consolidated Plan were heavily influenced by the participation of 33 agencies, individuals, as well as civic and business leaders in a survey of needs, and the participation of partner organizations and hundreds of citizens in the Choice Neighborhood Planning and Action Grant planning activities.

Notification: On November 30th, the City issued notice on its website, social media accounts, and broadcast emails to prospective entities that may be eligible announcing that new applications for CDBG funding are being accepted. Applications were due back before midnight on February 1. The City held two informational sessions and offered technical assistance to all applicants if needed at the beginning of the application process. Applicants were required to attend one of the training sessions.

Public Meetings: Starting in January, there were seven public sessions when applications for funding were reviewed and applicants were interviewed by a seven member Citizen’s Advisory Committee (CAC). The meetings were promoted on the City's web pages and social media accounts as well as through our past and present applicant email distribution list. Meetings were held via a combination of Zoom and in-person due to COVID restrictions. The first public hearing of the CDBG and HOME budgets and Action Plan was held on March 17, 2022 at a Lewiston City Council Workshop.

On April 1st the City posted on its web page and social media accounts a 30 day Public Notice inviting public comment on its CDBG and HOME budgets and action plans.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Internet Outreach	Non-targeted/broad community Past and current public services agencies	Agencies provided both written and verbal descriptions of their programs and how they would help meet Consolidated Plan goals.			
3	Public Meeting	Non-targeted/broad community	The CAC held 7 public hearings to interview and discuss programs with agencies. Meetings were held by via combination of Zoom and in-person.			
4	Internet Outreach	Non-targeted/broad community	The City posted public notice that a 30 day public comment period on the CDBG and HOME budgets and Action Plans ad begun on April 1			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	865,692	100,000	451,601	1,417,293	1,752,207	The City anticipates receiving a similar allocation of CDBG funds in each of the next 3 years and for Program Income to remain steady as loans are put out and repayment starts.
Other	public - federal	Acquisition Admin and Planning Economic Development Housing	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Lewiston received a \$500,000 EPA Brownfield Clean Up Grant to mitigate recognized environmental issues at Bates Mill #5. That grant required a 20% local match. A total of \$100,000 in CDBG funds were allocated in prior years to meet this match requirement.

Lewiston received a \$5.2 million Lead Hazard Reduction Grant in 2019. The grant will provide funding to make 280 housing units lead free. Up to \$18,000 in grant funding will be provided for units with hazards with income eligible units. The program requires an owner match of \$1,400 per unit. CDBG will fund a match of \$1,150 for lead hazard control work in each of the unit.

The City's commercial and housing rehabilitation programs require a match.

Lewiston's commercial lending programs require a 1:3 (private:city) match for the Microenterprise Loan and Grant programs, and a 1:1 match for the Economic Development Loan Program and Facade Improvement Programs. The City's housing programs require a 10% match of the total rehabilitation cost from the investor owner, but not the low income homeowner. The match is paid each time an invoice is received for payment. The owner and the City have a prorata share based upon the level of match required by the program. The City maximizes match and leverages additional money from other programs funding the rehab work. For example, CCI a local housing nonprofit is a CAP agency and receives DOE LiHeap, CHIP and weatherization funding. The City's rehab funding from CDBG and the DOE funding for weatherization are combined to get a better value for the low income owner.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City owns scattered parcels of vacant land in the CDBG Target Area where it has demolished unsafe housing and acquired the parcel through unpaid taxes. Many of the parcels are located in the Tree Street area and will be made available to create in-fill housing, neighborhood parks etc. during the implementation of the Choice Neighborhood grant.

Discussion

The City has not received its official award for its annual grant allocation so the expected amount of available funding is expected to change. The City has prepared to either increase or decrease funding allocated to public facility and infrastructure improvements depending on the final grant allocation amount. Additionally, the allocation amount for public agencies and administration will be adjusted accordingly to meet cap requirements if the grant award is less than anticipated.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Essential Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202 Lewiston, City Choice Neighborhood	Provide Essential Services	CDBG: \$164,575	Public service activities other than Low/Moderate Income Housing Benefit: 968 Persons Assisted
2	Safe and Affordable Housing	2020	2024	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202 Lewiston, City Choice Neighborhood	Safe and Affordable Housing	CDBG: \$242,762	Rental units rehabilitated: 50 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit Buildings Demolished: 1 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Create Economic Opportunities	2020	2024	Non-Housing Community Development	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202 Lewiston, City Choice Neighborhood	Create Economic Opportunities		
4	Public Facilities and Infrastructure	2020	2024	Non-Housing Community Development	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202 Lewiston, City Choice Neighborhood	Public Facilities and Infrastructure	CDBG: \$990,501	

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Effectively Administer CDBG Program	2020	2024	Admin	Census Tract 204 Census Tract 203 Census Tract 201 Census Tract 202 Lewiston, City Choice Neighborhood		CDBG: \$195,138	

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide Essential Services
	Goal Description	
2	Goal Name	Safe and Affordable Housing
	Goal Description	
3	Goal Name	Create Economic Opportunities
	Goal Description	

4	Goal Name	Public Facilities and Infrastructure
	Goal Description	
5	Goal Name	Effectively Administer CDBG Program
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

The following provides greater detail on how CDBG funds will be used in FFY 22 to further the goals articulated in Lewiston's 2020-2024 Consolidated Plan.

#	Project Name

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation priorities were driven by the 2020-2024 Consolidate Plan. As is always the case, the request for CDBG funds well exceeded the amount of funding that can be provide under the 15% Public Services Cap. Fewer agencies will be funded this year, a reflection of limited staff capacity to monitor and audit the programs.

AP-38 Project Summary
Project Summary Information

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

CT 201 -204 are the City's CDBG Target Area. CT 201 and 204 are among the poorest CT's in the state, and are included in Lewiston's Choice Neighborhood. CT 202 is located between the river and back side of Central Maine Medical Center. It is a mixed use area, with a higher percentage of single family homes and owner occupancy than the other CTs in the target area. Demographics in CT 202 are improving, and there has been multi-family housing developer interest in the area. However, the streets, sidewalks, lighting and parks in the area need significant reinvestment. The majority of CDBG funds will be spent in the Target Area, but there is also demand from income qualified homeowners, and from businesses located outside of the Target Area that provide jobs or services to low/mod residents that are also eligible for funding.

Geographic Distribution

Target Area	Percentage of Funds
Census Tract 204	
Census Tract 203	
Census Tract 201	
Census Tract 202	20
Lewiston, City	5
Choice Neighborhood	75

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Lewiston was awarded a \$30 million Choice Implementation Grant. The City has committed \$1.5 million over 5 years as match to the Choice Grant, which will primarily be spent on infrastructure in Choice Neighborhood, as well as \$125,000 of CDBG over 5 years for micro enterprise support. Census Tract 202 is also in need of public infrastructure investment.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The city actively works with developers to build new affordable housing, and when zoning and financing challenges are encountered, works with them to address the challenges. The City has had several years of robust public planning processes, including development of a new comprehensive plan, *Legacy Lewiston*, development of the *Choice Neighborhood Transformation Plan, 2020-2024 CDBG Consolidated Plan, Riverfront Island Master Plan, and Analysis of Impediments to Fair Housing*. These plans all provide guidance for city actions.

Actions it planned 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

The City is proactively evaluating zoning in the downtown, working with affordable housing developers and the Planning Board to make changes that will allow increased density.

The Szanton Company has applied for LIHTC to develop a 72 unit mixed income housing project in a portion of the Continental Mill. The City Council approved a 20 year TIF that will return 75% of the new taxes generated to the project for the first 10 years, the level of return of which declines by 3% per year for each of the next 10 years. The TIF will be used to increase the borrowing capacity of the project, and also makes the project more competitive to be awarded LIHTC. The Choice Grant also includes funding for two mixed income projects to be developed in the Tree Streets by the Lewiston Housing Authority and Avesta over the next few years. Planning work for those projects is underway and builds upon the early Choice planning work.

Raise Op is developing plans for new construction of 19 units of owner occupied cooperative housing for which they are seeking HOME and other funding. T

The Choice Neighborhood and Legacy Lewiston planning processes generate significant discussion and action steps for increasing density where appropriate. Over the last several years the Planning Board and City Council have, on several occasions, rezoning properties to increase density and/or reduce space and bulk standards. They have also approved design standards to improve the caliber of the buildings constructed and the

public space.

Discussion

The City prepared an Analysis of Impediments to Fair Housing in 2013 to assist in guiding the City's future actions. In 2019, the City updated this analysis which has been reviewed and is current as of this program year.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The City funds public service agencies as sub-recipient to carry out its programs to benefit extremely low, low and moderate income households. This year 968 individuals and families will receive a variety of programs such as job training, education classes, supportive services and case management designed to provide recipients with the skills and training needed to move toward greater financial independence.

Actions planned to foster and maintain affordable housing

Over the recent past the City has conducted several key planning efforts the

The City has identified a high priority need to increase, maintain, and improve the supply of safe and affordable housing for all housing types. The goals and strategies in the consolidated Plan align with other community plans such as Legacy Lewiston (LL) (Comprehensive Plan), Choice Neighborhood Transformation Plan (CNTP), EPA Environmental Justice Collaborative Problem Solving Grant (EPA-EJCPS), and Analysis of Impediments to Fair Housing Choice (AI). The City has a strong partnership with Lewiston Housing and the Lewiston Auburn Housing Corporation, both non-profits with affordable housing as the mission, to purchase, rehabilitate, or demolish key housing properties in the downtown. The City and its partners have an infill housing plan as part of its strategy to improve the housing stock.

Each of the plans identify concrete steps that we can take to improve the housing stock in the downtown. These strategies are incorporated in this plan.

Actions planned to reduce lead-based paint hazards

The City has been receiving OHHLHC funding into the target area regularly since 2012. In 2019 the City was awarded its largest grant of \$5.2M City-wide for multifamily and single family housing. Over the term of the grant the city will address lead and healthy home hazards in 280 units, mostly in the target area. Over the term of the grant the City intends to match the lead grant with \$322,000 of a combination of CDBG and RLF of funding to be used on lead hazard control work, as well as rehabilitation loans to bring units fully into code compliance when the project activity and/or costs

exceed what can be funded by the lead grant.

Actions planned to reduce the number of poverty-level families

Several of the public service agencies funded with CDBG dollars are focused on addressing root causes of poverty and seeking to turn the tide with adult education, workforce training, and case management.

Actions planned to develop institutional structure

The City has been successful in securing Lead Hazard Reduction and Green and Healthy Homes Grants, a \$30 million CHOICE Neighborhood Implementation Grant, and a \$500,000 EPA Brownfield Clean Up Grant for Bates Mill #5. Each of these grants requires significant staff time to qualify, design, spend, and report on eligible activities. They focus on disparate but intertwined subject areas. In response the City has created a Lead Program Manager, Rehabilitation Coordinator, and Intake Coordinator. A significant portion of our Economic Development Manager's time is dedicated to Choice. We are in the process of hiring a person to assist with Choice Implementation. We also have broad and deep collaborations with other community partners such as the Lewiston Housing Authority (co-applicant on Choice), Clarity Property Services (lead testing and mitigation design), Community Concepts (lead relocation, construction oversight, Choice people plan partner).

Actions planned to enhance coordination between public and private housing and social service agencies

City staff are involved with many collaborative efforts in Lewiston and Auburn that include grass roots, EBCO, nonprofits and citizens. Collaboration in Lewiston is strong and involves many different partners all working to achieve common goals. To name a few, the City partners with Community Concepts, Inc., Lewiston Auburn Alliance for Services to the Homeless, Lewiston Housing Authority, Healthy Neighborhood (the citizen driven governance board working on the Choice Implementation Grant), and the Lewiston Housing Committee.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	100,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	100,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

Discussion

The City is reporting on a three year cycle for LMI benefit. We are reporting on 2022, 2023 and 2024.