

**City of Auburn  
Community Development Block Grant  
Substantial Amendment to the 2019 Annual Action Plan  
Incorporating CDBG-CV Funds**

**A. BACKGROUND**

- a. Each year the City of Auburn executes specific actions to implement the objectives and strategies of the five-year Consolidated Plan, which are outlined in the Annual Action Plan.
- b. As a result of the CARES Act signed by President Trump on March 27, 2020, Congress allocated an additional \$371,805 in CDBG funds to the City of Auburn “to prevent, prepare for, and respond to the coronavirus (COVID-19).” These funds, called CDBG-CV, are administered by the Department of Housing and Urban Development and are required to be incorporated into our CDBG planning documents.
- c. Due to timing of the 2020 Annual Action Plan submittal, it is more expedient to amend the 2019 Annual Action Plan to incorporate these CDBG-CV funds.
- d. Therefore, the City is proposing the following plan amendment to address needs in the community related to COVID-19 with CDBG-CV funds.

**B. AMENDMENT**

- a. Amend the 2019 Annual Action Plan to allow for the allocation of \$371,805 in CDBG-CV funds.
- b. Funds shall be awarded for the following purposes

<b>Project</b>	<b>CDBG-CV Fund Allocation</b>
<b>Public Services – Housing Stability: Emergency Subsistence</b>	\$246,805
<b>Public Services – COVID Health Services</b>	\$100,000
<b>Administration</b>	\$25,000
<b>Total Funds Included in Amendment:</b>	<b>\$371,805</b>

## **Executive Summary**

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

#### **1. Introduction**

This substantial amendment of the 2019 Action Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD), in order for the City of Auburn to receive the allocation related to the first funding round of Community Development Block Grant Coronavirus (CDBG-CV) from the CARES Act. This plan is amended to incorporate \$371,805 of CDBG-CV funds to prevent, prepare for, and respond to the coronavirus (COVID-19). Of these CDBG-CV funds, the City is proposing that \$346,805 will be allocated to Public Services, with the remaining \$25,000 for program administration.

#### **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.

This Action Plan Amendment allocates a total of \$371,805 dollars in anticipated 2019 Community Development Block Grant Coronavirus funds (CDBG-CV), to support the Community Development Block Grant program. With the overall goal of preventing, preparing for, and responding to coronavirus, the following objectives and outcomes will be employed:

1. Support programs providing emergency subsistence for low to moderate income Auburn residents
2. Support health interventions that treat or test for COVID-19
3. Administer the Community Development Block Grant program to meet community needs related to COVID-19 and HUD requirements

#### **4. Summary of Citizen Participation Process and consultation process**

Consistent with the City of Auburn's amended Citizen Participation Plan, the amended 2019 Action Plan was made available for public review between May 20 and May 24, 2020 on the City of Auburn website and via email or mail, if requested.

Notice of CDBG-CV funds availability and the Amended 2019 Action Plan were posted on the City of Auburn Community Services webpage and in the Seattle Times on May 20, 2020.

**5. Summary of public comments**

Public comments received will be added here.

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

**7. Summary**

**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 Amended 2019 Action Plan was available for public review between May 20, 2020 – May 24, 2020 on the City of Auburn website and by email or mail, if requested.

Notice of CDBG-CV funds availability and the Amended 2019 Action Plan were posted on the City of Auburn Community Services webpage and in the Seattle Times on May 20, 2020.

**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)
1	Newspaper Ad	Non-targeted/broad community	No comments were received			

**Table 1 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The City of Auburn anticipates receiving \$371,805 in CDBG-CV funds.

#### 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-CV	public - federal	Admin and Planning Public Services	\$371,805	0	0	\$371,805		

**Table 2 - Expected Resources – Priority Table**

#### Discussion

The City of Auburn will use CDBG funds to support all eligible projects and activities that align with CDBG guidelines and regulations.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

Auburn's Annual Action Plan provides descriptions of proposals of how funds will be prioritized to achieve goals identified in the Consolidated Plan. Projects funded by the City will address the priority needs of providing assistance to prevent homelessness, ensure affordable housing and a suitable living environment. Projects and programs are selected through a competitive application process to ensure optimal quality services is provided to the community in use of the funds.

#	Project Name
1	Public Services – Emergency Subsistence
2	Administration
3	COVID-Related Health Services

Table 3 – Project Information

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

The allocations proposed are based on the assessment of Auburn's needs, the resources available in the region, the availability of other funds also focusing on needs, and the purpose of CDBG-CV funds. Data from the City's most recent Community Needs Assessment was used in making a funding determination, as well as consultation with regional partners, other entitlement jurisdictions, and service providers in the community.

Resources shall be allocated in accordance to the following guidelines:

#### 1. Emergency Subsistence Funds (\$246,805):

- a. **Step 1: Allocate Emergency Subsistence funds for low to moderate income renters to an agency with current program capacity and an existing contractual relationship with the City**

Of the agencies currently contracted to provide rental assistance services to Auburn residents, only two have experience managing federal funds. These are Multi Service Center and Catholic Community Services. Staff are working to assess capacity and will make an allocation determination based on agency's ability to deploy resources quickly and with a minimum of additional hiring required. The amount they are able to receive may not match the total funds available for emergency subsistence payments. If the City still has funds available for this purpose, additional distribution will occur utilizing the process outlined in Step 2 below.

- b. Step 2: Allocate Emergency Subsistence funds to an agency with a presence in South King County and an active rental assistance program that currently receives CDBG or CSGB funds.**

The federal requirements governing these funds are intensive, and it is important that agencies have the existing structure in place to accurately track staff time, client service eligibility, and all other applicable federal regulations. The amount they are able to receive may not match the total funds available for emergency subsistence payments. If the City still has funds available for this purpose, additional distribution will occur utilizing the process outlined in Step 3 below.

- c. Step 3: Allocate Emergency Subsistence funds via an open RFP process.**

Any funds set aside for Emergency Subsistence payments not allocated in Steps 1 and 2 will be made available via an application process to support emergency subsistence programs for low to moderate income renters or low to moderate income homeowners. Agencies without a current structure in place in South King County would be eligible to apply. Agencies will need to have an existing program in place, experience managing federal funds and meet all standard City of Auburn CDBG requirements for agencies applying for Human Services funding.

- 2. Allocate Health Service funds (\$100,000) to Health program with existing contractual relationship with the City and a COVID health services program already in place**

Auburn currently funds Healthpoint, International Community Health Services, King County Sexual Assault Resource Center, and Seattle-King County Public Health/SKC Mobile Medical Program to provide healthcare services to Auburn residents. Staff are working to assess current COVID service delivery and capacity, and will make an allocation determination based on agency's ability to deploy resources quickly and with a minimum of additional hiring required.

**AP-38 Project Summary**  
**Project Summary Information**



<b>1</b>	<b>Project Name</b>	Emergency Subsistence
	<b>Target Area</b>	
	<b>Goals Supported</b>	End Homelessness Ensure Decent, Affordable Housing
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG-CV: \$246,805
	<b>Description</b>	Respond to the impacts of COVID-19 on Auburn residents by providing emergency subsistence support for low to moderate income renters or homeowners.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 150 low to moderate income households in Auburn will benefit from this activity.
	<b>Location Description</b>	n/a
	<b>Planned Activities</b>	
<b>2</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG-CV: \$25,000
	<b>Description</b>	General CDBG-CV administration and project management
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	n/a
	<b>Location Description</b>	n/a
	<b>Planned Activities</b>	General planning and administration of the CDBG-CV programs include: management of all CDBG-CV related finances, contracting for services, all grant reporting, monitoring of subrecipients and providing guidance of program implementation in Auburn.
	<b>Project Name</b>	COVID-Related Health Services

<b>3</b>	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG-CV: \$100,000
	<b>Description</b>	These funds will support COVID-related health services (testing and treatment) for Low to Moderate Income Individuals at a Community Healthcare Organization. Funds must be used to support Auburn residents.
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 100 low to moderate income Auburn residents will have benefitted from the proposed activities.
	<b>Location Description</b>	n/a
	<b>Planned Activities</b>	Providing healthcare services which include testing and treatment for COVID-19.