

**City of Burlington Housing Trust Fund (HTF)
Capacity Grant Application**

APPLICANT ORGANIZATION HomeShare Vermont
CONTACT NAME Kirby Dunn, Executive Director
DAYTIME PHONE & E-MAIL Phone: 802-863-5625 E-Mail: Kirby@HomeShareVermont.org
NAME OF PROJECT HomeShare Vermont
AMOUNT REQUESTED \$ 7,500
ESTIMATED CONSTRUCTION START DATE (FOR FEASIBILITY/PREDEVELOPMENT GRANTS)
ESTIMATED COMPLETION DATE 6/30/2019
TOTAL ESTIMATED PROJECT COST \$456,050

Is the applicant a 501(c)(3) tax-exempt, nonprofit corporation organized and operated for the purpose of creating or preserving housing for very low, low and moderate income households?

- Yes
 No

Would the requested grant support the staffing, training, planning, fundraising or on-going operations of a nonprofit corporation, thereby increasing that corporation's capacity to create or preserve housing for very low, low and moderate income households?

- Yes
 No

Is the applicant a corporation, partnership or individual who is delinquent, at the time of application, in the payment of property taxes or impact fees to the City of Burlington, who have been convicted of arson, who have been convicted of discrimination in the sale or lease of housing under article IV of this chapter or under the fair housing laws of the State of Vermont, or who have pending violations of current city electrical, plumbing, building or housing codes or zoning ordinances?

- Yes
 No

Project Narrative

Funding priority goes to projects which respond to requirements of the Housing Trust Fund and the City of Burlington's affordable housing priorities. The Housing Trust Fund Administrative Committee (HTFAC) uses the attached criteria to score projects. Scores are tallied and ranked high to low. The HTFAC funds projects at its discretion.

Please provide the information below in the space provided. It is important to complete all fields. If you need additional space, attach separate pages to your application and title them as indicated below.

Project description (Please briefly describe your project. Specifically describe how Housing Trust Funds would: a) support your organization's ongoing operation and/or b) support the assessment of structural and financial feasibility of new affordable housing.):

HomeShare Vermont provides a comprehensive recruitment, screening and matching service to bring together those who have a home to share (homeshare hosts) with those looking for an affordable place to live (homeshare guests). Very often homeshare hosts are seniors or persons with disabilities who offer a private bedroom and shared common space in exchange for rent, help around the home or a combination of the two. In FY 2018 the average rent of all Burlington matches was only \$223/month. We currently have 4 times as many people looking for housing as we have homes available and most people want to live in Burlington or the surrounding area, near jobs and transportation. We are focused on finding more homeshare hosts to meet this need. Funding from the Burlington Housing Trust Fund would go to pay for outreach and marketing to encourage more people to share their home.

Please describe how the organization is currently involved in the construction of new affordable housing:

While we don't construct new housing we do create new affordable housing by working with hosts who have an extra bedroom and make that available to someone who needs a place to live. We provide a client driven process to assure we find the best match possible for both hosts and guests. A 2017 survey of those 50+ told us their biggest concerns about sharing their home were: loss of privacy, safety and security and compatibility of a potential housemate. This is the focus of our service.

We recently held an information workshop on ADU's and found a huge amount of interest from Burlington residents. We plan to promote accessory dwelling units as a way for people to age in place, downsize or maintain more privacy. With our help they can still have the benefit of a homesharer to help them stay in their neighborhood where they want to be with an organization there helping them to find just the right person and to develop homeshare agreements.

Please describe how the application supports one or more of the priorities listed in the City's Housing Action Plan:

The City's Housing Action Plan specifically discusses continued support and possible incentives to encourage more homesharing opportunities in the City as a way to expand affordable housing. In addition, CEDO developed a comprehensive evaluation of our services in a white paper they released in January 2018. The report states, "Home sharing continues to be a very low-cost way of creating affordable and senior housing, while also enhancing clients' quality of life in a variety of ways outlined throughout this report."

Please describe how the application supports one or more of the priorities listed in the City's Consolidated Plan:

Affordable housing is the highest priority in the City's Consolidated Plan, both creating new housing and preserving existing housing. Homesharing does this at a fraction of the cost of building new housing, renovating or providing rent subsidies. It costs us only \$2,500 per person to match a client to find an affordable place to live or to help someone else maintain the housing they have. In addition, HomeShare Vermont is specifically discussed in the Consolidated Plan as a way to provide Special Needs Housing for Seniors and Persons with Disabilities. The majority of our homeshare hosts are seniors or person with disabilities.

Please describe the financial need of the requested activity (include a project budget with all sources and uses):

Our project budget is our organizational budget which we have attached. The Burlington Housing Trust Funds are included under municipal grants as we also get funding from South Burlington, Essex and Williston. As you can see from the budget we have developed a very diverse funding base. However, we have to raise nearly one-third of our operating funds from fundraising and donations. That is a very high percentage compared to most non-profit organizations. Funding from the City of Burlington HTF is a crucial piece of our revenue.

Please describe the negative impact to the community if the request is not funded:

As mentioned earlier, HomeShare Vermont is a highly cost-effective program. To actually be able to house people or to help them maintain their housing at a cost of only \$2,500/year/person is probably one of the most cost-effective types of housing program around. If not funded, we will likely have to spend more of our time trying to raise funds. For example, if we don't receive this capacity grant we would need to find 150 new donors to donate our average gift of \$50.

Please describe how the proposed project supports an underserved and vulnerable population:

Here is a look at the program data of who we matched this past year. As you can see, we serve predominantly low income, women and elders.

	Hosts	Guests
Total Number	99	99
Female	71	62
Age Range	29-100	21-77
Average Age	67	45
50% of median & below	42%	58%
80% of median & below	66%	85%

Signature Page

Please check each box that applies:



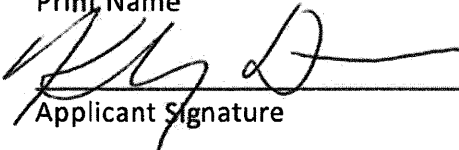
Good Standing: I certify that I am in "good standing" with respect to, or in full compliance with a plan to pay any and all taxes due to the City of Burlington.



Certification: Under penalties of perjury, I declare that the information I have provided, to the best of my knowledge and belief, is true, correct, and complete.

Kirby Dunn

Print Name



Applicant Signature

10/2/18

Date

HomeShare Vermont

FY 19 Budget

Revenue

Rental Income	-
In Kind Donations (Volunteer hou	24,000
Match Fees	8,500
Investment income	20,000
GRANTS	
-State Grants	179,940
-Municipal Grants	10,500
- CDBG	10,000
-Foundations	80,000
Donations	40,000
United Way	20,000
FUNDRAISING	
-Inns Raffle	
-Annual Appeal	34,310
-Business Fundraising	-
-Event	28,800
Total Revenue	456,050

Expenses

In-Kind Donated Services (volunte	24,000
Donation expense (credit card,ever	2,000
Event Expense	5,000
Trainings/Meetings (conf)	7,500
Advertising/Outreach	25,000
Occupancy	7,600
Travel/Mileage (conf)	6,700
OFFICE SALARIES	
-Salaries	235,500
-Salaries - CDBG	10,000
OFFICE EXPENSES	
-Postage	4,000
-Printing/photos/design	15,000
-Technology (copier, database,€	5,000
-Supplies	3,500
Legal Expenses (& Consultants)	2,000
Audit	4,750
Accounting/Bookkeeping (payroll fe	1,500
Telephone/website/internet	6,000
Payroll Taxes	24,000
Insurance General (Liability, D&O)	5,000
Workers Comp Insurance	1,500
Health & Dental Insurance	46,000
OTHER EXPENSE	
-Client Services Fund	2,500
-Volunteer recognition	2,500
-Misc	3,000
-Video	4,000
-Background Checks	2,500
- Guidebook	-
-Website upgrade	-
Total Expenses	456,050

FY 18 Year-End Report
To the City of Burlington Housing Trust Fund
From HomeShare Vermont

UPDATED July 1, 2017-June 30, 2018

Homesharing helps people stay in their homes while helping others to find affordable housing. The service we provide is one of screening, matchmaking and staying involved for the duration of the “match”. The decision of who to match with is up to the program participants. Our homesharing service is typically for people who would like someone to live in the home to provide companionship, some help with household chores and/or some rental income or help with utilities.

Persons Served

This year to date we worked with a total of 218 Burlington residents. Of these, 64 were looking to share their home (HomeShare Hosts) and 154 were looking for a place to live (HomeShare Guests). Of these we had 30 Burlington Hosts in a match and 35 Burlington guests during the year. Outreach efforts with the Burlington Electric Department resulting in an increase of applications from Burlington Hosts which was our goal.

Rent & Service in Homesharing

In FY 2018, the average rent for all Burlington homesharing matches was \$223/month with 33% of those matches charging no rent at all. In exchange for this reduced rent Burlington Hosts received approximately 7,822 hours of service and \$41,427 of rental income to help make ends meet. Service hours can be anything from yardwork, driving, meal preparation, to dog walking, etc.

CHALLENGES & SUCCESSES

Sharing your home with a stranger is a hard thing to consider doing, especially as you are aging. Encouraging more people to consider sharing their home continues to be one of our greatest challenges. For most people it is not yet a lifestyle choice. However, we are hoping that the boomer generation will be more open to sharing a home as they have had that experience earlier in life and it fits with their social goals and ecological lifestyle. We will continue to focus on our outreach efforts on increasing our pool of Homeshare Hosts.

We have also begun to look at what role we could play in encouraging accessory dwelling units in Burlington as a way to increase affordable housing. We recognize that some people find it difficult to share a home and want more privacy. ADU’s can be one way to have someone around to help out a bit while giving folks that extra privacy and security they feel they need. We are working with the Heineberg Senior Community Center and others to put together an educational workshop for Burlington residents next fall on promoting ADU’s.

HomeShare Vermont is a leader in the national homesharing movement and as such we have just completed a guidebook for establishing new homesharing programs. This will likely be released in June. We are also working with programs around the country to have a small national conference focused on best practices in October in California and hope to bring the next conference to Burlington in 2019.



Todd Rawlings

From: Todd Rawlings
Sent: Wednesday, October 03, 2018 6:35 PM
To: 'Kirby Dunn'
Subject: RE: FY 19 Funding Proposal to BHTF

Good evening Kirby,

This is your confirmation that CEDO has received your proposal prior to the Housing Trust Fund ("HTF") Request for Proposals deadline. The HTF Administrative Committee (HTFAC) will be examining all proposals and we hope to have final decisions about the awards by early November. I will notify you as soon as possible regarding the HTFAC's decisions about awards. In the meantime, I may contact you if there are questions about your proposal.

Very Best,

Todd Rawlings
Housing Program Manager
City of Burlington Community & Economic Development Office
(802) 652-4209 (direct line)
(802) 865-7144 (main office)

From: Kirby Dunn [<mailto:kirby@homesharevermont.org>]
Sent: Tuesday, October 02, 2018 1:47 PM
To: Todd Rawlings
Subject: FY 19 Funding Proposal to BHTF

Hello Todd,

Please find attached HomeShare's application for capacity funding from the Burlington Housing Trust Fund. I am also attaching a copy of our FY 18 year end report which you already received but this can act as our progress report as we don't have our first quarter numbers done yet. Last year was a record year for us in terms of the overall number of persons matched and we hope to exceed that again this year.

Could you please confirm receipt of this email as I don't always trust that things get to where they should go!

Thanks so much,
Kirby

PS: sorry for not stopping and saying hello yesterday, I didn't have my office keys and was trying to fly back in before the doors were locked. Just one of those weeks!

Kirby Dunn
Executive Director
HomeShare Vermont

Please drop by for an *Open House* on Wednesday, October 3rd from 4-6PM. Come and meet our staff, volunteers and board members and enjoy Vermont cider and apple pie.

(802) 865-4151 Direct Line
(802) 863-5625 Front Desk

412 Farrell Street, Suite 300
South Burlington, Vermont 05403

www.HomeShareVermont.org

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