2017 Action Plan for Housing & Community Development

City of Burlington, Vermont

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Prepared by

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OMB Control No: 2506-0117 (exp. 07/31/2015)

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2017 Action Plan explains how the City plans to spend the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds that the City receives from the U.S. Department of Housing & Urban Development (HUD), together with other leveraged resources, during the upcoming program year beginning on July 1, 2017. The national CDBG program is a principal revenue source to grow local communities and improve the quality of lives for low- and moderate-income residents. The HOME program is designed to create affordable housing for low-income households through building, buying, and/or rehabilitating housing for rent or homeownership.

The overall goal of these community planning and development programs is to develop viable communities by providing decent housing, expanded economic opportunities and a suitable living environment, principally for low- and moderate-income persons. HUD administers these programs on a national basis and awards grants to entitlement communities and participating jurisdictions – including the City of Burlington – each year on a formula basis. The City in turn awards grants and loans to local nonprofits as well as providing direct services to residents and businesses through several CDBG-funded programs.

Please note that some of the projects listed in this Plan are being funded from previous years' allocations. Previous plans are being amended to include these projects which were vetted and reviewed by the CDBG Advisory Board in 2017.

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.

Affordable housing continues to be the City's highest overall priority under this Consolidated Plan. Cost of housing, age of the housing stock and a low vacancy rate are three significant factors that contribute to the need for affordable housing in Burlington. For both renters and owners, at all income levels and across all household types, cost burden is the most pressing housing problem. Fifty one percent of all low- and moderate-renter households are cost-burdened. Cost burden is most acute among extremely low-income renters with 69% paying more than 30% of their income for housing.

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In the 2013 Consolidated Plan, it is noted that there are a total of 140 affordable units in the City whose affordability restrictions will expire during the Consolidated Plan. It is also noted that over 47% of the City's housing stock was built before 1950. The County rental vacancy rate, which is measured every six months by the firm of Allen & Brooks, runs below the national and regional rates, averaging at 3% over the last three years.

Due to these factors, the following initiatives are on the City's housing agenda during this 5 year Consolidated Plan: preserving as many affordable units as possible; creating new affordable units, renovating rental and owner-occupied affordable housing and promoting homeownership among income-qualified households. The City views investment of CDBG funds into activities that help residents to become and/or remain housed and living independently as an effective investment. These priorities have been reflected in the projects and activities selected that are described in sections AP 35 and 38.

Economic opportunity is the City's next highest priority. As the state's largest city, Burlington must continue to be an economic engine for the region and state. The City uses CDBG to focus on job creation and retention through technical assistance for businesses, and to support low-income residents in business ownership through entrepreneurial training and loans. These uses of CDBG resources create and retain businesses and jobs, leverage other resources, increase tax revenues to support City services, support local ownership, and revitalize neighborhoods.

The City has also historically used CDBG to address barriers to economic opportunity. Limited English proficiency is a barrier faced by our refugee population and calls for the investment of CDBG dollars. In addition, low income persons need assistance in filing tax returns and developing financial literacy. The City chooses to be flexible in its funding choices in this area in order to respond to shifting needs and resources, emerging opportunities and crises, and changing economic conditions. Specific economic opportunity projects and activities are listed on pages in AP 38.

A suitable living environment is the City's third priority overall. The City has a limited capacity to fund social services out of municipal resources, and has historically used the maximum (15%) available CDBG resources to support the provision of social services by local nonprofits. The City also uses CDBG to support public facilities and infrastructure, as well as nonprofit facilities, where there is support for the project and no other resources. Finally, the redevelopment of brownfields is a priority for the City because it meets multiple objectives: it increases the tax base, reduces environmental hazards and, often, allows for the productive reuse of historic structures. These projects and activities can be found in AP 35 and AP 38.

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Geographic Distribution

In general, the Burlington targets its CDBG and HOME funds to the City's Neighborhood Revitalization Strategy Area. The Neighborhood Revitalization Strategy Area (NRSA) includes census tracts 3, 4, 5, 6 and 10 – roughly, the Old North End, downtown and the waterfront, Ward One including the Riverside Avenue corridor, and the area west of Pine Street down to Flynn Avenue. The NRSA is shaded in purple on the map below.

Neighborhood Revitalization Strategy Area

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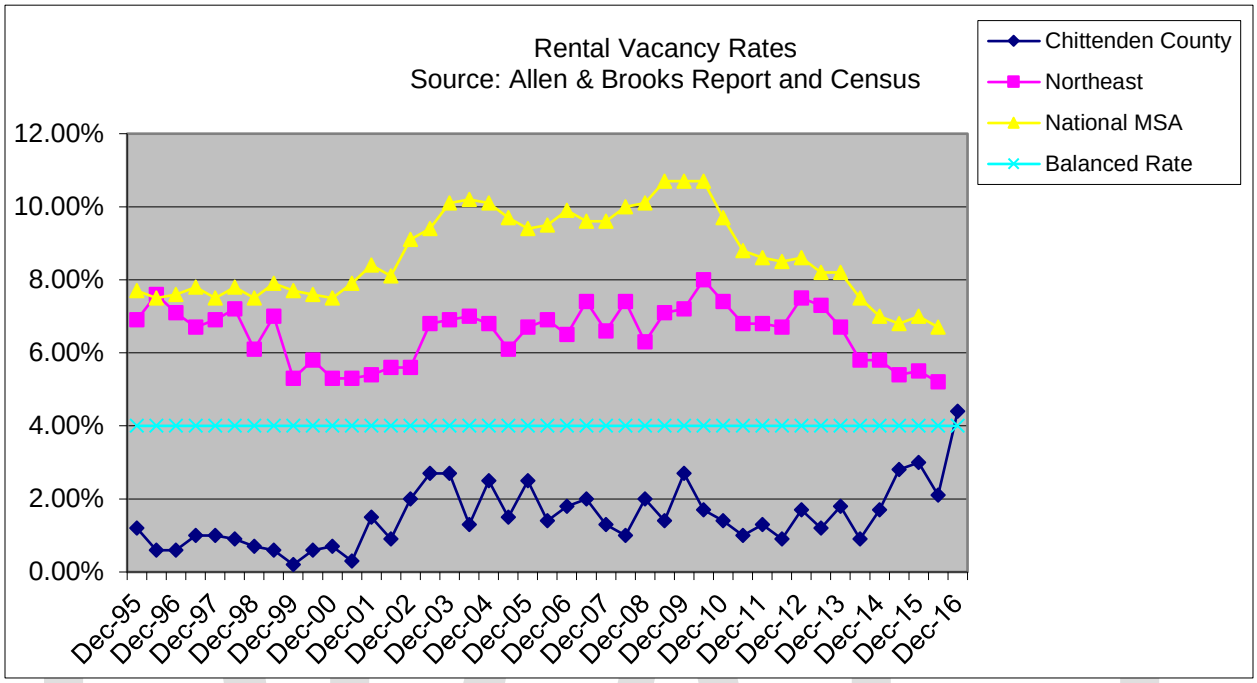

Rental Vacancy Rates

A rental vacancy rate between 3% and 5% is generally considered by most experts to be "balanced." When it falls below that level, a lack of supply will lead to escalating rents, leave people unable to find housing, and limit economic growth.

The local rental vacancy rate, measured twice a year by the Allen & Brooks Report, is running at 4.4% in Chittenden County as of December 2016, a 1.4% increase from 2015 and within the 'balanced' range.

In all previous years, it ran well below national and regional rates which are reported by the Census Bureau and displayed in the graph above.

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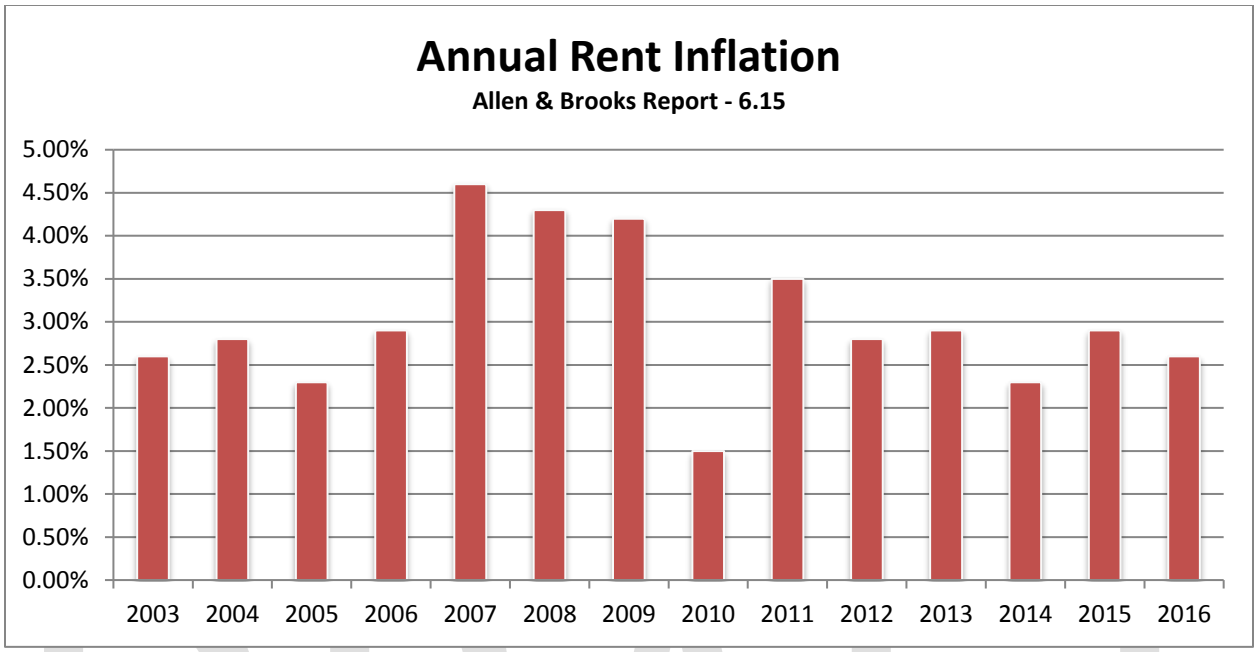

Annual Rental Inflation

The City of Burlington has a high percentage of households as renters and the cost of rent increases at a significantly higher rate than that of homeownership. According to the 2016 Out of Reach study, the State of Vermont places 13th in the ability to afford a two-bedroom Fair Market Rate apartment. The annual income needed to afford the 2 bedroom apartment is over $54,000 in the Burlington-South Burlington MSA; however the City of Burlington median household income is $44,671.

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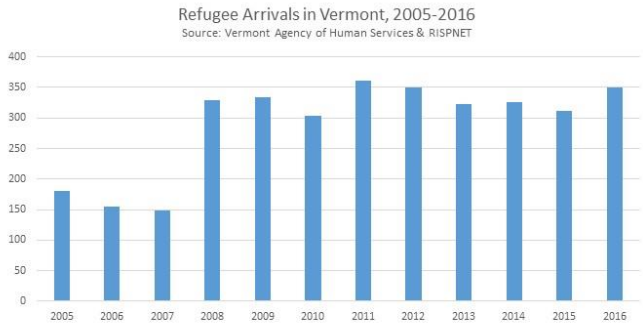

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Refugee Arrivals in Vermont

Burlington has seen major demographic changes in the last three decades. In 1980, Burlington was a city where 98.5% of its residents were white and only a half of one percent of residents didn't speak English proficiently. Now, 13.9% of city residents identity themselves as something other than white and not Hispanic, up from 10%. Much of this change has resulted from the resettlement of several thousand refugees in the Burlington area. Over 46 languages are spoken in the schools and the City. In Burlington schools, 35% are students of color; 16% take English Language Learner classes. According to the American Community Survey 2011-15 13.4% of Burlington households speak a language other than English at home, up from 10.4% in previous years. In South Burlington, that number is 12.1% and in Winooski that number is 15.3% up almost 2.5%. Winooski and Burlington represent the concentrations of immigrants in Chittenden County whose overall percentage of households speaking a language other than English is 9.1%.

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3. Evaluation of past performance

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

The 2017 Action Plan for the City of Burlington represents year 5 of the 5 Year Consolidated Plan. The City's past performance includes several areas where goals are achieved and others where they are lagging. Under our housing goals, we have achieved significant success in promoting homeownership with buyer's assistance. Other goals are lagging but will be realized during this Consolidated Plan cycle.

Under economic opportunity, target goals for business and job creation/retention, enhancing commercial infrastructure and reducing the barriers to economic opportunities have been met or exceeded. For the City's job creation goals, under our Microenterprise programs, although jobs are created, we are counting people and businesses assisted instead.

We are meeting many of our public service/suitable living target goals except for the annual at risk - health and food goals. This goal will be met once we complete the Community Health Centers of Burlington accessibility project during the 2017 year. The at risk food goal might come to 75% after this program year and the completion of the Chittenden Emergency Food Shelf project. In the area of public

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facilities and brownfields, we are exceeding our targets in some areas and falling short in others. Remediation of brownfields is behind but progressing towards the goal.

The City is spending 88% of its CDBG and HOME dollars on high priority activities to include most housing and economic development projects. The remaining 12% is spent on medium priority activities. Burlington continues to focus almost 80% of expenditures assisting low-and moderate income persons. Progress on long term projects for housing and brownfields is slow but proceeding forward. The progress is detailed by goal below.

Con Plan Goal Progress

DH 2.1 Produce new affordable rental units includes new projects that are will be closed out this summer including the Bright Street Cooperative and the new units at South Meadows. This goal should be met during this 5 Year Consolidated Plan.

DH 3.1 Preserve and Upgrade Existing Housing and the Rehab Rental Units for DH 3.2 targeted 512 units to be preserved and or renovated. This number included duplicates for the same projects. It is expected that by the end of the Consolidated Plan, 312 will be completed or 62% of these goals.

DH 3.3 -Rehab Homeowner Units is a bit behind since CEDO's Housing Improvement Program has been dormant for 2+ years but with a temporary housing specialist, we hope to complete about 10 projects this year bringing us close to our projected goal.

Our Burlington LEAD Program goals were reached within the combination of owner and rental units.

EO 1.1 Retain/Create Jobs/Microenterprises - Although numerous jobs were created, the program measureables have changed and we are counting people served, businesses assisted and not jobs created.

EO 3.1 Reduce Economic Barriers – Child Care – We are lagging behind in this goal and specifically requested proposals for the final year of the Action Plan. It is expected that we will be at 50% of our goal.

SL 3.1 Improve Public Facilities – It is expected that we will improve 10 public facilities during this 5 Year Plan.

SL 3.2 and 3.3 Improve Public Infrastructure and Redevelop Brownfields - These long term municipal projects include a completed Waterfront Access North and the proposed New Moran.

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4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Community & Economic Development Office is the lead agency responsible for overseeing the development of the Action Plan and for administering the CDBG and HOME programs. The Citizen Participation Plan was followed for the development of this Plan. Public hearings were held in September 2016 and May 2017. The hearings were published in a local paper. Organizations were consulted, including the Continuum of Care.

The most meaningful way in which Burlington residents participate in the Action Plan process is their involvement in the nuts and bolts of spending decisions. Each of the City's eight wards (Neighborhood Planning Assemblies) elects a representative to the CDBG Advisory Board; and collectively, those residents have a majority voice in making recommendations to the Mayor about how to spend the City's CDBG funding each year. The NPAs are grassroots associations, created by City Charter, which exist in each of the City's wards and which meet monthly as organized, democratic forums where neighbors can learn about public issues that affect them and advise city government of their concerns and needs. The Board's recommendations have traditionally been adopted without change by the Mayor and City Council.

The City engaged in several alternative public involvement techniques during the development of this Plan. CEDO also appeared on Live at 5:25, a 30-minute television show on the local government channel and explained CDBG and the proposed projects. The Plan was posted on the City's website and citizens were invited to comment via social media and email lists.

The public comment period began on May 3, 2017 and ended on June 5, 2017.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

This will be completed after the public comment period.

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

All comments were accepted.

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7. Summary

To summarize, the following document represents the housing, community and economic development needs and priorities as well as the chosen projects and activities to implement for the City of Burlington's 2017 Action Plan.

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

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

Describe the agency/entity 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	BURLINGTON	
CDBG Administrator		Community and Economic Development Office
HOPWA Administrator		
HOME Administrator		Community and Economic Development Office
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The Community and Economic Development Office (CEDO) is a department of the City of Burlington. The department engages our community to build an equitable, healthy, safe, and vibrant city with opportunities for all. CEDO staff members and programs seek to foster economic vitality; preserve and enhance neighborhoods, quality of life and the environment; and promote equity and opportunity for all residents of Burlington. In support of its mission, CEDO works in partnership with citizens, the public and private sector, and other City departments to: strengthen the quality of life in Burlington's neighborhoods; preserve and develop decent, safe and affordable housing opportunities; maintain and improve the vitality of Downtown, the Pine Street area and neighborhood business districts; encourage a thriving business sector; foster job growth and employment opportunities; increase civic engagement and citizen participation; support the delivery of human services; and revitalize Burlington's waterfront.

CEDO is funded through Federal and State grants, the Housing Trust Fund and a portion of General Fund dollars. CEDO divisions include: Community, Housing and Opportunity Programs, Sustainable Housing and Economic Development, and the Community Justice Center. In addition, CEDO has administrative/fiscal staff.

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Consolidated Plan Public Contact Information

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

1. Introduction

The City of Burlington consults with numerous organizations in the development of the Action Plan. The process includes formal and informal meetings, surveys, discussions and focus groups. The process of developing the Con Plan began with surveys of current and previous grantees as well as committee meetings with advisory board members and subgrantees in the summer of 2013. It continued with a Public Hearing in September 2013 to hear community views on housing and community development needs, as well as comment on prior program year performance.

Between Dec. 2015 and April 2016, CEDO consulted with a number of groups, organizations and citizens, sharing or asking for data & for input on needs, priorities and other issues. Those groups & organizations included representatives of public and private agencies who serve children, seniors and people with disabilities, people living with HIV/AIDS, homeless and low-income residents. In addition, multiple housing agencies, health/mental health service agencies, regional & state government were consulted. In addition, a strong collaboration with United Way was developed regarding the application process.

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 housing & community development mission of Burlington is carried out by several City departments, a restricted revenue account, a municipal board & 2 municipal corporations.

Best practices are implemented for enhanced agency coordination for several community initiatives. Collaboration begins with a focus on assembling the right people or agencies at the table, clearly defining roles and responsibilities, sharing a common mission and developing good communication. This basic collective impact model has been effective for current collaborations.

The Homeless Alliance developed a common agenda and embraced several best practices including using a common assessment tool (VISPDAT) for permanent supportive housing, prioritizing those units for the most vulnerable, implementing a community wait list and using a shared information management system with the Balance of State. As a result of these efforts, Chittenden experienced a 33% reduction in chronic homelessness this past year.

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The Opioid Alliance represents a coordinated effort to include the Burlington Police Department, United Way of Northwest Vermont, Agency of Human Services, UVM Medical Center, HowardCenter, the City and Dept. of Health along with other agencies. This collaboration relies on a collective impact approach, sharing data and coordinating between agencies.

A successful collaboration gained regional and national attention. In recognition that Housing is Health Care, UVM Medical Center, in along with United Way of Northwest Vermont, Burlington Housing Authority, Champlain Housing Trust, Community Health Centers of Burlington's Safe Harbor Clinic, Agency of Human Services, the Chittenden County Homeless Alliance and other partners purchased a former motel and renovated the property into 19 units of permanent supportive housing. Beacon Apartments quickly housed 19 vulnerable homeless neighbors from our community waitlist using Shelter plus Care vouchers to keep them housed along with wrap around case management on the premises as a best practice.

Members of the City government (multiple departments) and representatives of the University of Vermont, Champlain College, and University of Vermont Medical Center routinely meet with constituents, nonprofit representatives and land owners to address shared challenges.

Since 1983, the City has dedicated much of its housing & CD resources to supporting a network of nonprofit organizations to act as partners in producing & preserving affordable housing & protecting the City's most vulnerable residents. This nonprofit infrastructure functions as the principal housing & social services delivery system to help the City move towards its housing goals & alleviating poverty.

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.

Chittenden County Homeless Alliance consists of a consortium of nonprofit organizations, local businesses, and local/state/federal agencies in the greater Burlington metropolitan area, with the City of Burlington's Community and Economic Development Office (CEDO) serving as the Collaborative Applicant. The Alliance meets quarterly with the Steering Committee meeting monthly. The Alliance coordinates services for families, youth and single adults who are homeless; coordination between the agencies is enhanced with member participation on both the steering committee and sub-committee levels.

The CoC coordinates the implementation of a housing and service system from outreach to housing to services that meet the needs of homeless individuals and families. Street outreach, Vermont 211, daytime shelter and meals all serve to reach the homeless and identify services/needs, including housing placement. Housing providers work to rapidly re-house or provide housing as quickly as possible &

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stabilize, while supportive service agencies provide case management and connect with additional services. Providers serve the chronically homeless, families with children, veterans, unaccompanied youth & those at risk of homelessness.

Member agencies work together to meet the needs of chronically homeless, and recent efforts include an improved system of outreach, prioritization of resources, coordinated entry along with increased permanent supportive housing options for chronic homeless & support services. An emphasis includes housing retention (with services and case mgt) due to a low vacancy rate in this jurisdiction. Agencies work with local landlords to reduce the barriers of renting to chronically homeless.

The CoC providers work to identify, move into stable housing, & provide essential services for households with children who are homeless. Each CoC program that serves children has children's advocates or specially trained staff to ensure that the children's need for safety, nurturing, education, and stability are met.

The CoC partners with local & state organizations to combat homelessness among veterans. Outreach has increased to local veterans at the local shelters. Previously un-identified veterans were enrolled in VA care & many are now housed through VA housing programs.

A continuum partner provides emergency services to youth ages 16-22 who have run away, are homeless, or at risk of homelessness. Supported housing includes emergency shelter and transitional housing for youth who have left foster care & are homeless. Youth are provided with individual/family counseling, mental health/substance abuse assessment and treatment, case management, medical services, educational planning, employment support, life skills, jobs training, and mentoring. Another local program provides job and life skills training to at-risk youth while helping them complete their high school education.

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

ESG funding allocations are made by the State of Vermont. Several state offices, including the Office of Economic Opportunity which administers ESG participate actively in the CoC and its numerous committees, including strategic planning and coordinated entry. VT's Emergency Solutions Grant funds are blended with state funds and administered under the Housing Opportunity Grant Program. This year, there were 6 organizations in the CoC that received funding. Funding decisions are based on thorough knowledge of this Continuum's operations and priorities, with an emphasis on how best to realize value for investment. The State solicits specific feedback from the CoCs and stakeholders through presentations, discussions, and surveys regarding priorities and how to allocate ESG funds to eligible activities as well provide an annual review of the RFP process.

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The Chittenden Homeless Alliance has developed a single HMIS with the Vermont Balance of State including joint governance, policies and procedures. One of our CoC-funded projects supports the HMIS lead of the Institute of Community Alliances. The Alliance is working to expand the number of agencies using HMIS, coordinated entry and a community wait list. The Alliance members use ServicePoint HMIS and the CoC will utilize reports and information for strategic planning,

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

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Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Champlain Valley Office of Economic Opportunity
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress and upcoming goals.
2	**Agency/Group/Organization**	COMMITTEE ON TEMPORARY SHELTER
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless 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?	This agency was consulted on needs, progress and upcoming goals.
4	**Agency/Group/Organization**	CHAMPLAIN HOUSING TRUST
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress and upcoming goals.
5	**Agency/Group/Organization**	Agency of Human Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Coordination of funds and services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was involved in the review of potential CDBG projects and consulted in upcoming goals and strategies.
6	**Agency/Group/Organization**	Continuum of Care
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The members of the continuum were consulted to update homeless strategies and goals for the coming year. They were also consulted to review and comment on the Plan.
7	**Agency/Group/Organization**	BURLINGTON HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs HOPWA Strategy

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was consulted for the needs assessment, market analysis and status of public housing programs.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no agencies not consulted in our process.

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	CEDO	The goals to prevent homelessness, rapidly re-house the homeless, provide for basic needs, increase permanent housing overlap with our Strategic Plan goals to preserve affordable housing units, increase permanent supportive housing beds, protect the vulnerable through public services to the homeless and anti-poverty strategies.
planBTV	City of Burlington - Planning and Zoning	The goals of economic development and increasing housing options overlap with planBTV's goals and recommendations for the City of Burlington and the downtown/waterfront areas.
ECOS	Chittenden Regional Planning Commission	There is a coordination with regional transportation and CEDS (Comprehensive Economic Development Strategy) for the City and then the County as a whole.
Housing Action Plan	Mayor's Office	The goals of the Housing Action Plan are incorporated in the strategic plans for affordable housing and addressing the barriers to housing across the economic spectrum.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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Continuum partners include agencies representing health which include the University of Vermont Medical Center and Community Health Centers of Burlington; agencies representing mental health and youth facilities (Howard Center and Spectrum); economic services, temporary assistance and food stamps (AHS – Economic Services). Other divisions within City Government include victim services, lead program and housing services. Additionally, the private sector enhances the City's community development and housing efforts. Architects, engineers and attorneys assist nonprofit developers by providing skills and services to implement housing projects. Burlington's banks have responded to a changing market and changing obligations under the federal Community Reinvestment Act by finding a number of innovative ways of support new housing models, housing organizations and approaches to affordable housing production. Local lenders also support neighborhood revitalization and small business development, financial education and free tax preparation services for low-income taxpayers. The Burlington business community has been actively represented on most community advisory committees. They have provided resources and opportunities for residents to improve their quality of life.

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AP-12 Participation – 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

A public hearing was held in the fall of 2016 to review the achievements published in the Consolidated Annual Performance and Evaluation Report (CAPER) and also hear any citizen input on housing and community development needs for the City. A notice about the availability of funds was published online and in Seven Days in December of 2016 and a direct email notice provided to over 100 nonprofits, City departments and residents about the funding. An informational workshop was held for applicants. All applications are published online on the City of Burlington's website. The CDBG Advisory Board held four meetings in the winter of 2017 to review all applications; the Board is comprised of representatives from the local Neighborhood Planning Assemblies, Mayoral selections, representatives of state agencies and local grantmaking agencies. These citizens make the recommendations on how to spend CDBG funds locally, and these recommendations are conveyed to the Mayor and City Council. These recommendations are the foundation for the Action Plan. The recommendations of the Advisory Board are published online along with the draft Action Plan. An advertised public hearing was held on May 15, 2017 on housing and community development needs in the City, the Advisory Board recommendations and the draft Action Plan. The Plan was available for public comment for 30 days with outreach on social media (Facebook and Twitter) and the City of Burlington's website. The Plan was also covered on Channel 17 reaching thousands of Burlington residents and aired a multitude of times. These numerous efforts were made to broaden citizen participation in the City

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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	Public Hearing	Public	In September of 2016, the City held a Public Hearing in conjunction with City Council and received several positive comments regarding the use of CDBG funds and the accomplishments. There were all 14 council members present, the Mayor, the City Attorney, the CAO and approximately 20 members of the public. The meeting was also broadcast on the local government channel.	Council members emphasized the need to continue our housing efforts both with new and preserved affordable housing units. One member of the public expressed the difficulty in understanding what was funded and also confusion with other federal funds like Brownfields.		

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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	Newspaper Ad	Non-targeted/broad community	Notice of funding availability for the 2017 CDBG Action Plan was advertised on November 23, 2016 in the Seven Days paper to the general public.	Not applicable.	Not applicable.	
3	Public Meeting	Nonprofits	One workshop was held for potential grantees in December, 2016 to offer technical assistance. Approximately 10 people attended from a variety of nonprofits.			

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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)
4	Internet Outreach	Non-targeted/broad community	The applications for CDBG funding were placed on the CEDO/City of Burlington website from the end of January through the end of March. At the end of March, the applications recommended for funding were also noted on the website. The applications remain available for view online.	No comments were received.	Not applicable.	www.burlingtonvt.gov/CEDO

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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)
5	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on May 3 as a legal notice for the public meeting on May 15 and the opening of the public comment period for the 2017 Action Plan.			
6	Internet Outreach	Non-targeted/broad community	The 2017 Action Plan was published online on the CEDO/City of Burlington website during the public comment period. Over 100 individuals and nonprofits, in addition to the CoC, received an email link to the Plan.	Will update after the public comment period.	Will update after the public comment period.	

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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)
8	Public Hearing	Non-targeted/broad community	A public hearing was held on Monday, May 15th. Attendance included all the City Council and the Mayor as well as members of the public. This will be updated after the public hearing	A summary of comments is included above and also under AP - 05 Executive Summary, Part 5.	Updated after hearing	

Table 4 – Citizen Participation Outreach

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Expected Resources

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

Introduction

In this section, the City identifies the federal, state, local, and private resources expected to be available to the jurisdiction to address the priority needs and specific objectives in the Strategic Plan. The City's Entitlement includes CDBG and HOME funds. The City is completing a $2.475 million dollar Healthy Homes Lead Grant. There are six local agencies that receive Essential Services Grant funding. The City is the Collaborative Applicant for the McKinney-Vento Homeless Assistance Act funds but does not receive this funding; it goes directly to the local providers. This past year, the City did receive a Continuum of Care Planning Grant. Other funding sources include Tax Increment Financing, AmeriCorps and Department of Justice grants and general funds.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	724,881	22,500	0	747,381	75,000	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	383,939	1,100	0	385,039	0	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.

Table 5 - Expected Resources – Priority Table

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

The City anticipates that approximately $14 million in Low-Income Housing Tax Credits, $17 million in Section 8 resources, and $1,143,175 in McKinney-Vento Homeless Assistance Act will be available to address needs and objectives identified in the Plan. (These are not resources that the City receives or controls.) The City also received a $3.4 million dollar Lead Hazard and Healthy Homes Grant to be expended by October 2017. In addition, the City applied for $186,000 in AmeriCorps funding for a City led economic opportunity program and receives over $437,000 in community justice grants. Overall, the City expects to leverage $20 million in state, local, private and other federal resources for its CDBG- and HOME-funded activities. These are funds that the City and its subgrantees expect to raise for their budgeted activities as well as funds that the City expects outside entities to invest in development activities. The City also plans to leverage an additional $10 million in new Tax Increment Financing for downtown projects.

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 has no publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan.

Discussion

In a time of diminished and uncertain federal resources, the City has chosen to specifically target existing community development resources to the highest needs in the City. The City also plans to continue to be an example regarding collaborative efforts with other agencies.

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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	DH 1.1 Protect the Vulnerable New Trans Housing	2013	2017	Affordable Housing Homeless	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Production of new affordable housing units Homeless Shelters - ES/TH Protect the Vulnerable	CDBG: $0 HOME: $0	Overnight/Emergency Shelter/Transitional Housing Beds added: 12 Beds
3	DH 2.1 Produce new affordable rental units.	2013	2017	Affordable Housing Non-Homeless Special Needs	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Production of new affordable housing units	CDBG: $62,449 HOME: $267,300	Rental units constructed: 36 Household Housing Unit
4	DH 2.2 Promote Homeownership - New Owner Units	2013	2017	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Promote Homeownership	CDBG: $0 HOME: $0	Homeowner Housing Added: 12 Household Housing Unit
5	DH 2.3 Promote Homeownership - Buyer Assist	2013	2017	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Promote Homeownership	CDBG: $0 HOME: $0	Direct Financial Assistance to Homebuyers: 18 Households Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	DH 3.1 Preserve and Upgrade Existing Housing	2013	2017	Affordable Housing Non-Homeless Special Needs	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Preserve and Upgrade Existing Housing	CDBG: $54,270 HOME: $76,371	Rental units rehabilitated: 98 Household Housing Unit
7	DH 3.2 Acquire and Upgrade - Rehab Rental Units	2013	2017	Affordable Housing Non-Homeless Special Needs	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Preserve and Upgrade Existing Housing	CDBG: $63,865 HOME: $0	Rental units rehabilitated: 5 Household Housing Unit
8	DH 3.3 Acquire and Upgrade - Rehab Owner Units	2013	2017	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Preserve and Upgrade Existing Housing	CDBG: $20,000 HOME: $0	Homeowner Housing Rehabilitated: 4 Household Housing Unit
9	DH 3.4 Protect the Vulnerable - Housing Retention	2013	2017	Affordable Housing Homeless Non-Homeless Special Needs	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Housing Special Needs Protect the Vulnerable	CDBG: $23,000 HOME: $0	Public service activities for Low/Moderate Income Housing Benefit: 90 Households Assisted
10	DH 3.5 Protect the Vulnerable Lead Hazard Reduce	2013	2017	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Preserve and Upgrade Existing Housing Protect the Vulnerable	CDBG: $0 HOME: $0	Rental units rehabilitated: 30 Household Housing Unit Homeowner Housing Rehabilitated: 20 Household Housing Unit
11	EO 1.1 Retain/Create Jobs/MicroEnterprises	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Retain and Increase Number of Jobs	CDBG: $21,000 HOME: $0	Businesses assisted: 6 Businesses Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	EO 1.2 Enhance Commercial Infrastructure	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Retain and Increase Number of Jobs Enhance Commercial Infrastructure	CDBG: $31,000 HOME: $0	Jobs created/retained: 2 Jobs Businesses assisted: 2 Businesses Assisted
14	SL 1.1 Protect the Vulnerable Homeless Shlter/Serv	2013	2017	Homeless	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Homeless Shelters - ES/TH Protect the Vulnerable	CDBG: $35,113	Public service activities for Low/Moderate Income Housing Benefit: 550 Households Assisted
15	SL 1.2 Provide Public Services At-Risk Pop. - Food	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Provide Public Services to At Risk Population Protect the Vulnerable	CDBG: $16,000 HOME: $0	Public service activities other than Low/Moderate Income Housing Benefit: 150 Persons Assisted
17	SL 3.1 Improve Public Facilities	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Produce/Improve Public Facilities/ Infrastructure	CDBG: $164,450 HOME: $0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6988 Persons Assisted
18	SL 3.2 Improve Public Infrastructure	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Produce/Improve Public Facilities/ Infrastructure	CDBG: $0 HOME: $0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 39815 Persons Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
19	SL 3.3 Redevelop Brownfields	2013	2017	Affordable Housing Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Production of new affordable housing units Clean up of Contaminated Sites	CDBG: $0 HOME: $0	Brownfield acres remediated: 1 Acre
20	Planning and Administration	2013	2017	Planning and Administration	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Planning and Administration	CDBG: $144,976 HOME: $38,186	Other: 1 Other
21	SL 1.3 Provide Public Services At-Risk Youth	2013	2017	Non-Housing Community Development	City-Wide Area	Protect the Vulnerable	CDBG: $0 HOME: $0	Public service activities other than Low/Moderate Income Housing Benefit: 1 Persons Assisted
22	EO 3.1 Reduce Economic Barriers - Child Care	2013	2017	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area	Reduce Barriers to Economic Opportunities Provide Public Services to At Risk Population	CDBG: $0 HOME: $0	Public service activities other than Low/Moderate Income Housing Benefit: 46 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

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1	**Goal Name**	DH 1.1 Protect the Vulnerable New Trans Housing
	Goal Description	Under this goal, new transitional housing units will be developed for the homeless. In the pre-development stage, Committee on Temporary Shelter (COTS) is proposing 12-16 units of transitional housing on their site on North Ave. in Burlington. At this time, no federal funds within this Action Plan have been allocated to this project.
3	**Goal Name**	DH 2.1 Produce new affordable rental units.
	Goal Description	Under this goal, new affordable rental units will be developed. There is limited land available in the City for development. This means that creating new affordable housing must occur through adaptive reuse of existing structures (including vacant upper story space) as well as through infill and development of those larger appropriately-zoned parcels that do exist. Inclusionary units will be produced in various market rate developments. It is expected that these units will be funded by sources other than CDBG or HOME.
4	**Goal Name**	DH 2.2 Promote Homeownership - New Owner Units
	Goal Description	Low and moderate income households will be assisted into the dream of homeownership. Existing units will be acquired for homeownership opportunities for income qualified households including cooperative homeownership and limited equity condominiums and single family homes. Some of these units might be funded through CDBG, but the specific amount is not known at this time. The amount of CDBG funds is captured under DH. 3.1 ($85,000).
5	**Goal Name**	DH 2.3 Promote Homeownership - Buyer Assist
	Goal Description	Low and moderate income households will be assisted to become first time homebuyers via several programs: Section 8 Homeownership Program and Champlain Housing Trust's Homeownership Center. This activity will not be funded with CDBG or HOME funds.
6	**Goal Name**	DH 3.1 Preserve and Upgrade Existing Housing
	Goal Description	Under this goal, the City will seek to partner with housing agencies to acquire and renovate units with expiring subsidies, including CHDO activities.
7	**Goal Name**	DH 3.2 Acquire and Upgrade - Rehab Rental Units
	Goal Description	Under this goal, rental units will be renovated including but not limited to free paint, accessibility features, emergency repairs, updates and weatherization.

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8	**Goal Name**	DH 3.3 Acquire and Upgrade - Rehab Owner Units
	Goal Description	Under this goal, owner-occupied units will be renovated and weatherized. Owner-occupied households will be assisted with loans to renovate their existing properties.
9	**Goal Name**	DH 3.4 Protect the Vulnerable - Housing Retention
	Goal Description	Under this goal, the most vulnerable residents of the City will be helped with services to retain housing and maintain independent living. These services may include homesharing, emergency rental assistance, housing retention services, access modifications and services for seniors.
10	**Goal Name**	DH 3.5 Protect the Vulnerable Lead Hazard Reduce
	Goal Description	Under this goal, both rental and owner-occupied properties will receive lead hazard mitigation. No CDBG or HOME funds will be used for this activity. This will be funded via our HUD Lead/Healthy Homes grant.
11	**Goal Name**	EO 1.1 Retain/Create Jobs/MicroEnterprises
	Goal Description	Under this goal, agencies will provide technical assistance to individuals starting businesses, entrepreneurial training, assist with permitting and business plans. As funds are available, this goal will also provide loans for local businesses. The goal is to create new jobs or retain jobs for low and moderate income persons.
12	**Goal Name**	EO 1.2 Enhance Commercial Infrastructure
	Goal Description	Under this goal, the commercial infrastructure of the City of Burlington will be enhanced and the City's tax base increased through supporting the development of new commercial space and/or the retention/renovation of existing space. In addition, the creation of jobs or retention of jobs for LMI persons will be realized.
14	**Goal Name**	SL 1.1 Protect the Vulnerable Homeless Shlter/Serv
	Goal Description	Under this goal, emergency shelter and services are provided for homeless individuals, families and victims of domestice violence.
15	**Goal Name**	SL 1.2 Provide Public Services At-Risk Pop. - Food
	Goal Description	This goal seeks to provide public services to low and moderate income individuals to enhance their health, safety and quality of life via food security.

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17	**Goal Name**	SL 3.1 Improve Public Facilities
	Goal Description	Under this goal, public facilities will be renovated or created in target areas that improve access or living environment.
18	**Goal Name**	SL 3.2 Improve Public Infrastructure
	Goal Description	This goal seeks to improve public infrastructure to foster livable neighborhoods and access to amenities. CDBG funding for this activity is noted under SL 3.1, and at this time, it is uncertain how much funding will be dedicated to each goal.
19	**Goal Name**	SL 3.3 Redevelop Brownfields
	Goal Description	This goal will remediate the designated brownfields in Burlington into productive uses to benefit low and moderate income persons including new affordable housing opportunities, new economic opportunities or new public facilities. By remediating the brownfields, citizens will achieve a benefit to a suitable living environment.
20	**Goal Name**	Planning and Administration
	Goal Description	To support the capacity of the nonprofit institutional delivery structure in the City; pursue state and federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.
21	**Goal Name**	SL 1.3 Provide Public Services At-Risk Youth
	Goal Description	Although not funded this year with 2016 funds, activities from 2015 will continue.
22	**Goal Name**	EO 3.1 Reduce Economic Barriers - Child Care
	Goal Description	This project will take place during this entitlement year but funded through ENT16 and ENT 15.

Table 7 – Goal Descriptions

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Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The number of extremely low-income, low-income and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b) expects to be:

Extremely low-income - 5

Low-income - 10

Moderate-income - 5

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AP-35 Projects – 91.220(d)

Introduction

This part of the Action Plan provides a summary of the eligible projects and activities that will take place during the program year to address the priority needs and specific objectives outlined in the Strategic Plan. The eligible projects are associated with at least one priority need and at least one or more goals. During this Consolidated Plan, most activities will be grouped, whenever possible, into larger projects to highlight the themed target areas for funding. In addition, HUD has provided Goal Outcome Indicators to describe the planned accomplishments for each project.

#	Project Name
1	Housing and Homeless Services
2	Food Security and Hunger Programs
3	Non-Homeless Special Needs Housing for Seniors & Persons w/Disabilities
5	Neighborhood Development
6	Preserving and Increasing Affordable Housing Opportunities
7	Microenterprise Assistance for Businesses and Women
8	Burlington Sustainable Economic Development Strategies Program
9	Neighborhood Revitalization Strategy
10	CDBG and HOME Planning and Administration
11	CDBG Contingency Funds
12	Public Facility Proj Delivery
13	Child Care and Early Education
14	Youth Services
17	Burlington Brownfields Program
20	Cambrian Rise
21	CHDO Operating Grant
22	CHDO 2017 Reserve Project

Table 8 – Project Information

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

The all-volunteer CDBG Advisory Board followed both the City's Anti-Poverty Strategy and Consolidated Plan priorities in their review of project applications

- CDBG Public Services areas were clustered in two groups, and each year applications are requested for a particular grouping. Two-year grants will be funded from the applications received each year. A minimum of 80% of the available funding will be earmarked for these 2-year grants for the themed impact areas. Programs will not be eligible to reapply until their area opens again, most likely in two years. This year applications were sought for Housing, Homeless

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and Hunger Programs. Equal Access and Health programs (with a focus on opioids) could apply for the remaining 20% of available funding as annual (1-year) grants.

More focus will be placed on impact and moving people out of poverty and not numbers served. In addition, emphasis will be placed on projects that demonstrate efficiencies or collaboration, or a project proposal seeking to implement such efficiencies.

The biggest obstacle to addressing underserved needs continues to be insufficient resources. The City will continue to pursue additional federal, state and private resources but does not expect to overcome the obstacle of shrinking public resources. The City will also continue to work with partners to leverage funds, prioritize resources for those in greatest need and engage in collective impact initiatives.

Other obstacles to meeting underserved needs include:

- Limited land available in the city for housing and commercial development;
- Community tension between the need for development and the desire to preserve the status quo, between the need to rehabilitate and maintain the housing stock and the desire for architectural and historic preservation;
- The requirements around criminal, eviction and credit histories in rental housing placement and hoarding / housekeeping issues, as well as no cause eviction, in rental housing stability;
- The lack of availability of transportation, especially for residents with special needs and for second shift and weekend work, acerbated by a regional mismatch in the balance of job growth and housing development;
- Significant skill deficits and barriers to employment for large numbers of unemployed and underemployed residents;
- Benefits “cliffs” which, together with a lack of understanding among residents, businesses and service providers about the asset and earnings limits that often vary between different income support programs, are a disincentive to increased earnings;
- Lack of small-scale risk capital financing;
- Non-accessible, and therefore non-functional, space in vacant upper stories of existing buildings; and
- A regional imbalance between the growth of regional employment and tax revenues and the budgetary burdens associated with its high concentrations of low-income residents, magnified by the high proportion of tax-exempt property within the City.

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2017 CDBG Applicants - Public Service

Proj #	Project/Program	Organization	Amount Requested	Recommended Award
	Early Childhood/Childcare/Preschool			
PS1	DREAM Summer Day and Sleepaway Camp Scholarships	The DREAM Program, Inc.	$9,650	$9,650**
PS2	LUND Early Childhood Education Program	Lund	$20,000	$20,000**
PS3	Sara Holbrook Community Center Pre-School	Sara Holbrook Community Center Inc.	$12,000	$12,000**
	Hunger/Food Security			
PS4	Burlington's Children's Space Nutrition Program	Burlington Children's Space	$16,700	$16,700***
	*** Funded w/ ENT 15 Funds noted below* **** Funded w Both ENT 15 & 16 Funds noted below*	**Total $ Requested/Recommended**	**$58,350**	$58,350
	ESTIMATE	ENT 17 Funds Available	$108,732	$108,732
	Canceled ENT 16 VT Works for Women *Canceled ENT 15 Dept. of Health*	Previous ENT Leftovers	$58,510	$58,510
		Total	**$167,242**	**$167,242**
		DIFFERENCE (leftover)	$108,892	$108,892

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2017 CDBG Applicants - Development				
Proj #	**Project/Program**	**Organization**	**Amount Requested**	**Recommended Amount**
	Housing			
D1	Creating a Community Center at St. Joseph's School	Champlain Housing Trust	$100,000	$100,000
D2	BRHIP/ONE	Champlain Housing Trust	$80,000	$80,000
D3	Cambrian Rise	Champlain Housing Trust	$50,000	$50,000
D4	YouthBuild Energy Efficiency and Housing Rehabilitation Project	ReSOURCE	$73,893	$73,893
	Economic Development			
D5	Women's Small Business Program	Mercy Connections	$21,000	$21,000*
	Neighborhood Development			
D6	Staying in the Heart Capitol Campaign	Greater Burlington's Young Men's Christian Association (YMCA) Inc	$250,000	Application Withdrawn
D7	2 Story Addition- Teaching Kitchen/Meeting Space	Chittenden Emergency Food Shelf - CVOEO	$200,000	$200,000
D8	CHCB's Handicapped Accesibility Improvement Project	Community Health Centers of Burlington	$26,346	$26,346*
D9	Lund Residential Treatment Program - Safety	LUND	$8,242	$8,242*
	** Funded w ENT 16 DEV Funds noted below*	Total $ Requested/Recommended	$809,481	$559,481
	ESTIMATE	ENT 17 DEV Funds Avail.	$471,172	$471,172
	Unallocated ENT 16 DEV Funds	Previous ENT Year Leftovers	$54,139	$54,139
		Total	**$525,311**	**$525,311**
		DIFFERENCE	-$284,170	-$34,170

PS funds can be transferred to Dev Projects	Unrequested ENT 17 Public Service Funds (see above)	$108,892	$108,892
	Adjusted Difference – Contingency Funds	-$175,278	**$74,722**

2017 HOME Projects

Project	**Organization**	**HOME FUNDS**
Cambrian Rise	Cathedral Square	$241,435
Cambrian Rise	Champlain Housing Trust	$27,322
CHDO Operating Grant	Champlain Housing Trust	$19,197
CHDO 2017 Reserve Project	Champlain Housing Trust	$57,591

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Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	**Project Name**	Housing and Homeless Services
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	SL 1.1 Protect the Vulnerable Homeless Shlter/Serv
	Needs Addressed	Homeless Shelters - ES/TH Rapid Re-housing Protect the Vulnerable
	Funding	:
	Description	To provide shelter, case management and services for our most vulnerable citizens who are homeless to include the chronically homeless and victims of domestic violence. This two year project begins in this year and will continue till the end of the Consolidated Plan. No additional funds are proposed. Funding carries over from 2016 Action Plan.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	10-15 Chronic homeless individuals and 400+ victims of domestic violence.
	Location Description	

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	Planned Activities	For Pathways Vermont, Inc - Expand supportive housing services to serve an additional 10-16 chronic homeless in Burlington with the Housing First model. For Women Helping Battered Women - to provide emergency shelter and to safely and sustainably re-house individuals and families who are marginally housed or homeless as a result of domestic violence. Activities include: emergency/transitional housing and supportive services.
2	**Project Name**	Food Security and Hunger Programs
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	SL 1.2 Provide Public Services At-Risk Pop. - Food
	Needs Addressed	Provide Public Services to At Risk Population Protect the Vulnerable
	Funding	:
	Description	To provide funding to agencies and programs that provide food and nutrition to the most vulnerable citizens of the City so that no family goes without the basic need of food. Amending the 2016 Action Plan, the previous project with Vermont Works for Women was cancelled. A new Nutrition Program with Burlington Children Space will be implemented for 2017.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	46 income qualified Burlington children
	Location Description	Burlington Children's Space 241 North Winooski Ave., Burlington VT.

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	Planned Activities	With Vermont Works for Women FRESH Food program - eliminate hunger by providing daily meals with locally sourced food to children in 5 child care centers in Burlington while training low income women in food service skills. Although counted under another project (Public Facilities), additional rehabilitation work to be completed at the Chittenden Foodshelf will also assist in providing public service in the area of food insecurity.
3	**Project Name**	Non-Homeless Special Needs Housing for Seniors & Persons w/Disabilities
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	DH 3.4 Protect the Vulnerable - Housing Retention
	Needs Addressed	Housing Special Needs Provide Public Services to At Risk Population Protect the Vulnerable
	Funding	:
	Description	To assist programs that keep non-homeless people living independently with dignity, respect and support services. A focus for the City remains on helping seniors to maintain their housing independence safely. This two year project will begin in 2016 and continue till the end of the Consolidated Plan. No additional funds are being committed to this project but it will continue with 2016 funding.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	90 seniors will be kept independently housed.
	Location Description	This activity will be undertaken in Burlington.

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	Planned Activities	Champlain Valley Agency on Aging - Provide intensive, complex case management to 40 high risk Burlington seniors. Homeshare Vermont - Homesharing activities include: case management, screening and facilitating housing matches with 50 seniors.
4	**Project Name**	Neighborhood Development
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	SL 3.1 Improve Public Facilities
	Needs Addressed	Produce/Improve Public Facilities/ Infrastructure Protect the Vulnerable
	Funding	CDBG: $505,342
	Description	To assist nonprofit agencies with the renovation or rehabilitation of existing facilities to improve access to existing services, improve energy efficiencies, or expand services. The three facility projects from last year will be continued this 2017 Action Plan. In addition, new funds have been committed to 4 new projects listed below.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	These activities will take place in our NRSA as well as city-wide.

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	Planned Activities	Food Shelf - 2 story addition and teaching kitchen CHCB - Handicapped Accessibility Project at scattered sites Lund Residential Treatment improved safety St. Joseph's new community center
5	**Project Name**	Preserving and Increasing Affordable Housing Opportunities
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	DH 2.1 Produce new affordable rental units. DH 3.1 Preserve and Upgrade Existing Housing DH 2.3 Promote Homeownership - Buyer Assist DH 3.2 Acquire and Upgrade - Rehab Rental Units DH 3.3 Acquire and Upgrade - Rehab Owner Units DH 3.5 Protect the Vulnerable Lead Hazard Reduce
	Needs Addressed	Preserve and Upgrade Existing Housing Production of new affordable housing units Promote Homeownership
	Funding	CDBG: $203,893
	Description	To assist agencies that provide development and stewardship of permanently affordable homes including to build and/or weatherize affordable housing units while training at-risk youth in fields that provide a livable wage. To maintain affordable housing by providing lead hazard mitigation, healthy home rehabilitation and emergency rehabilitation. To assist low and moderate income residents to become homeowners with non-CDBG funds.
	Target Date	6/30/2018

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	Estimate the number and type of families that will benefit from the proposed activities	119 households through CHT - BRHIP 6 households through ReSource 5 households through CEDO 26 households through homeownership programs
	Location Description	City-wide NRSA
	Planned Activities	This project will includes a scattered site 49 unit multi-family preservation project which builds on the BRHIP project as well as a rental-to-own program for 3-4 households with Champlain Housing Trust. It also includes the new development of Cambrian Rise with CHT acting as a CBDO - 70 units of affordable housing. The activities for the ReSource Youthbuild project include renovating and weatherizing 6 units of affordable housing; and providing PACT certified construction training to 12 Burlington, low income high school students who have not finished high school. Through June, 2017, the Burlington Lead Program plans to evaluate 50 units for lead-based paint and other health hazards, reduce lead-based paint in 60 housing units and reduce other health hazards in 20 housing units, as well as provide outreach and education to the community. Activities with non-CDBG funds include section 8 and CHT homeownership programs for 18 LMI HH.
6	**Project Name**	Microenterprise Assistance for Businesses and Women
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	EO 1.1 Retain/Create Jobs/MicroEnterprises
	Needs Addressed	Reduce Barriers to Economic Opportunities
	Funding	:

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	Description	This Microenterprise Assistance Program assists low and moderate income persons with starting, retaining and growing businesses with business and financial planning and provides classroom instruction and business planning models to local women. The Microenterprise Program from CEDO will continue with no additional funds from FY 2017.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Women's Small Business Program - 25 City of Burlington Microenterprise - 35
	Location Description	
	Planned Activities	Entrepreneurial training for 25 women will be provided within three classroom programs. Technical assistance for 35 entrepreneurial businesses within the City.
7	**Project Name**	Burlington Sustainable Economic Development Strategies Program
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	EO 1.1 Retain/Create Jobs/MicroEnterprises EO 1.2 Enhance Commercial Infrastructure
	Needs Addressed	Enhance Commercial Infrastructure Reduce Barriers to Economic Opportunities
	Funding	:
	Description	To provide loans and technical assistance for area businesses for job creation/retention and business expansion. No new funds for 2017.
	Target Date	6/29/2018

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	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	To provide technical assistance to area businesses and possible loans for job creation and retention, including Church Street Marketplace, Burlington Town Center and other area businesses larger than 6 employees.
8	**Project Name**	Neighborhood Revitalization Strategy
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 3.1 Improve Public Facilities SL 3.2 Improve Public Infrastructure
	Needs Addressed	Produce/Improve Public Facilities/ Infrastructure
	Funding	:
	Description	To address the revitalization of critical city infrastructure and public facilities that will support the quality of life and economic development in the Neighborhood Revitalization Strategy Area.This project is continuing from 2014 and has not been awarded any 2017 CDBG funds.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The activities for this CEDO directed project include project management for transportation infrastructure projects, Waterfront, Marketplace, Downtown, Moran Plant, Scenic Byways, War of 1812.

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9	**Project Name**	CDBG and HOME Planning and Administration
	Target Area	City-Wide Area
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: $144,976 HOME: $38,393
	Description	To support the capacity of the nonprofit institutional delivery structure in the City; pursue state and federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	To support the capacity of the nonprofit institutional delivery structure in the City; pursue state and federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.
10	**Project Name**	CDBG Contingency Funds
	Target Area	City-Wide Area
	Goals Supported	DH 3.1 Preserve and Upgrade Existing Housing SL 3.1 Improve Public Facilities SL 3.3 Redevelop Brownfields SL 3.2 Improve Public Infrastructure

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	Needs Addressed	Preserve and Upgrade Existing Housing Produce/Improve Public Facilities/ Infrastructure Clean up of Contaminated Sites
	Funding	CDBG: $74,722
	Description	These contingency funds will be used as needed for current project activities and the Citizen Participation plan will be followed to amend as needed. These funds include projected program income, as well as unencumbered Entitlement funds.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	To be determined.
11	**Project Name**	Public Facility Project Delivery
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	SL 3.1 Improve Public Facilities
	Needs Addressed	Produce/Improve Public Facilities/ Infrastructure
	Funding	:
	Description	CEDO staff provide direct assistance to current CDBG facility projects being performed by nonprofit agencies. This project will continue into 2017 with no additional funds.
	Target Date	6/30/2018

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	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	Not applicable
	Planned Activities	CEDO to provide direct assistance to public facility projects being performed by local non-profits - including environmental reviews, Davis- Bacon monitoring and other on-site assistance.
12	**Project Name**	Child Care and Early Education
	Target Area	City-Wide Area
	Goals Supported	EO 3.1 Reduce Economic Barriers - Child Care
	Needs Addressed	Reduce Barriers to Economic Opportunities Protect the Vulnerable
	Funding	:
	Description	To provide quality child care and pre-school education to Burlington families.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	The Lund Early Childhood Education Program will assist 36 children. The Sara Holbrook Community Center Preschool will assist 15 children.
	Location Description	Sara Holbrook is located in the NRSA. Lund draws families from all over the City.
	Planned Activities	The Lund Early Childhood Program provides full day, year round care and education to children with the majority of those being at high risk for abuse, neglect and school failure. Sarah Holbrook Preschool will provide quality early education to 15 low income youth.

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13	**Project Name**	Youth Services
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 1.3 Provide Public Services At-Risk Youth
	Needs Addressed	Protect the Vulnerable
	Funding	:
	Description	This project will offer low income and disadvantaged youth scholarships for summer day camp and sleep away camp.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	55 low income Burlington children
	Location Description	
	Planned Activities	The Dream Program will assist 55 low income and disadvantaged youth with scholarships to attend summer day camp or sleep away camp.
14	**Project Name**	Burlington Brownfields Program
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 3.3 Redevelop Brownfields
	Needs Addressed	Retain and Increase Number of Jobs Clean up of Contaminated Sites
	Funding	:
	Description	To assist with the remediation and expand the redevelopment of the City's brownfields sites focusing on affordable housing development, small/medium business growth and green space. This project will continue with no new funds from 2017.

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	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The Brownfields Program is able to help move complex projects through the program activities of assessment, cleanup and redevelopment through direct service to clients, while leveraging relationships forged with the regulatory and funding community.
15	**Project Name**	Cambrian Rise
	Target Area	City-Wide Area
	Goals Supported	DH 2.1 Produce new affordable rental units.
	Needs Addressed	Production of new affordable housing units
	Funding	HOME: $267,300
	Description	Champlain Housing Trust and Housing Vermont are developing 36 units of new family rental apartments. This first phase of a larger project will be 4 stories with garage parking and will include 9 homeless units and 2 accessible units. The bedroom mix is expected to be 19 one-bedrooms, 13 two-bedrooms, and 4 three-bedrooms units. Cathedral Square is developing 36 units for seniors on the former Burlington College property.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	76 families will benefit from the proposed activities.
	Location Description	

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	Planned Activities	36 units of new family rental apartments will be constructed plus 36 units of senior housing
16	**Project Name**	CHDO Operating Grant
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide Area
	Goals Supported	DH 2.1 Produce new affordable rental units. DH 3.1 Preserve and Upgrade Existing Housing
	Needs Addressed	Preserve and Upgrade Existing Housing Production of new affordable housing units
	Funding	HOME: $19,093
	Description	Champlain Housing Trust is the only operating CHDO in our Entitlement. This capacity building grant will assist them in developing and preserving affordable housing in our city.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Capacity building activities for a local CHDO, Champlain Housing Trust.
17	**Project Name**	CHDO 2017 Reserve Project
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	DH 2.1 Produce new affordable rental units. DH 3.1 Preserve and Upgrade Existing Housing
	Needs Addressed	Preserve and Upgrade Existing Housing Production of new affordable housing units

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	Funding	HOME: $57,278
	Description	To reserve a 15% set aside of HOME funds per the regulations for an upcoming CHDO project. Champlain Housing Trust is the only qualifying CHDO in our Entitlement.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	To preserve and rehabilitate these SROs for the homeless.

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AP-50 Geographic Distribution – 91.220(f)

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

Approximately 75% of the City's CDBG resources are directed to activities that target the City's Neighborhood Revitalization Strategy Area. As of the 2010 Census, there were 17,921 residents in the NRSA, representing 42% of the City's population. The Area as a whole is primarily residential, though within the designated census tracts are also several commercial corridors, the Central Business District and the Intervale (several hundred agricultural acres). The poverty level data for the NRSA, using the 2011 -2015 American Community Survey, shows that of the total population in the area, 31.7% are living below poverty level. For families with related children under 18, 21.4% are living below poverty level. For the category of seniors over the age of 65, 16.4% of the population is living below poverty level. For female heads of households with related children under 18, 42.4% are living in poverty. The highest concentration of households living below poverty level exists in census tract 5 where more than half of the population is living below poverty level.

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Geographic Distribution

Target Area	Percentage of Funds
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	75
City-Wide Area	25

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for allocating investments into the NRSA is based on the levels of distress and high incidence of households living below poverty level in those census tracts. According to the Needs Assessment in the Consolidated Plan, there is a disproportionate need existing among several minority groups, and specific census tracts housed more minorities than others. Special needs housing resources appear concentrated in the New North End as a "Naturally Occurring Retirement Community." However, CDBG and HOME resources may be directed outside of the target areas based on individual household needs and on the City's desire to continue to have affordable housing, economic opportunity and a suitable living environment available to low- and moderate-income residents throughout the City.

Ninety-six percent of the CDBG and HOME resources will be invested to serve low- and moderate-

income persons living in Burlington.

Discussion

The low/moderate income census information is displayed as an appendix.

Please note that Census Tract 7 has been renamed as Census Tract 39 in the updated census; additionally, Block Group 3 has been added, comprising roughly the University of Vermont bordered by Main St., East Ave., Champlain Ave., and University Place.

The most significant reductions in low and moderate income populations occur in Census Tracts 2 and 3. Census Tract 2, Block Group 2, saw a significant reduction in the percentage of low/moderate income residents, dropping from 45.8% to 29.68%, the widest decreasing percentage margin across all tracts. Census Tract 3, Block Group 1, also saw a notable decline in low/moderate income residents, from 84.5% to 70.62%. A considerable reduction in low/moderate income residents also took place in Census Tract 10, Block 2; 73.01% of residents are low/moderate income compared to 82.5% in the previous census.

However, some neighborhoods, particularly Census Tracts 4 and 5, have seen a moderate surge in low/moderate income population counts. Census Tract 4, Block Group 1, has experienced a 19.09 percentage point increase in low/moderate income residents, from 76.5% to 95.59% – the highest percentage among all Burlington census tracts in Chittenden County. In Census Tract 5, Block Group 2, the number of low/moderate income residents grew from 68.2% to 85.07%. Overall, the citywide percentage of low/moderate income residents increased by 4.84 percentage points, from 56.6% to 61.44%, suggesting a notable disparity in income demographics and income progress in different regions of the city in recent years, particularly among tracts identified as Neighborhood Revitalization Strategy Areas.

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Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Housing is the essence of Burlington's neighborhoods. Support for affordable housing allows elders to remain in the homes and neighborhoods they know. Homebuyer purchase and rehabilitation programs allow the next generation of residents to own and modernize older homes.

Affordable housing is a balance to economic development. In boom times, affordable housing ensures that there is housing for workers and that rising prices do not displace residents. In a troubled economy, affordable housing development is an economic engine and its subsidies ensure that low-income residents are not made homeless. Finally, the use of affordable housing to redevelop distressed neighborhoods prevents the loss of value of the surrounding properties and encourages long-term investment by other property owners.

This section of the Action Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.

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One Year Goals for the Number of Households to be Supported	
Homeless	7
Non-Homeless	10
Special-Needs	3
Total	20

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	5
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	15

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

All the citizens of Burlington have the right to live and raise their families in homes that are safe and sound, at a cost that allows them to afford the other necessities of life. The free market for housing is often not a fair market for low-income residents, including the elderly and disabled, as well as many

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workers whose wages have not kept up with housing costs. Without rehabilitation and/or general housing assistance, housing conditions will deteriorate or become expensive to maintain and push people from their homes and leave others with no homes at all.

planBTV, a product of the HUD Sustainable Communities Initiative Planning Grant, emphasizes ways to promote and improve mixed use and quality urban design, affordable and workforce housing and especially housing for the downtown. In addition, the City is also participating in the regional HUD Sustainable Communities grant, the ECOS Plan, to integrate housing, land use, economic and workforce development, transportation and infrastructure investments. Ensuring the availability of a continuum of housing, for all residents of Burlington, continues to be a top priority for the City.

In the Mayor's and City Council's Housing Action Plan, 22 initiatives were outlined to decrease the cost of housing, increase the supply of housing and ensure Burlington is more affordable, inclusive, livable, walkable, sustainable, and vibrant for all its residents. The first section of the Plan focuses on addressing some of the regulatory barriers that have limited Burlington's ability to create new subsidized and non-subsidized housing options over the last 15 years. In the second section, the Housing Action Plan focuses on using existing municipal tools strategically and expanding public resources to develop perpetually affordable low-income housing, promote the value of inclusion described in the City's inclusionary zoning ordinance, and better support those not eligible for subsidy but unable to compete within Burlington's housing market.

The final three categories of the Plan, while in important ways related to the fundamental challenge in Burlington – a lack of housing stock – focus on enduring community challenges that extend beyond questions of supply and demand.

Since the passage of Burlington's Housing Action Plan in October 2015, the City has made progress in implementing specific proposals, For a second year, the Burlington Housing Trust Fund is being funded at almost twice its historic level, ongoing support has been provided to residents of the North Avenue Cooperative (formerly Farrington's Mobile Home Park) to improve their homes, and there's full enforcement for the first time of the permanent affordability of units created by the Inclusionary Zoning Ordinance. Progress continued, too, between the City and its partners - the University of Vermont and Champlain College - in the pursuit of strategies for housing college students to improve quality of life in near-institution neighborhoods and reduce pressure on rents to include one new residential building going vertical and a request for proposals for a neighborhood stabilization plan

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AP-60 Public Housing – 91.220(h)

Introduction

In 2015, the Burlington Housing Authority completed the conversion of its public housing units to the Section 8 Project-Based Voucher Program through the HUD Rental Assistance Demonstration (RAD) program, thus assuring the long-term sustainability of these affordable housing developments which serve extremely and very low income Burlington individuals and families. Former public housing residents now have mobility options with the Section 8 Housing Choice Voucher program and are able to participate in the Family Self-Sufficiency (FSS) and Mortgage Assistance (Homeownership) programs.

This report, therefore, no longer addresses issues or initiatives relating to Public Housing developments.

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Actions planned during the next year to address the needs to public housing

BHA endeavors to provide a good living environment in its affordable housing developments through effective screening and strict lease enforcement. In addition to the Family Self-Sufficiency program, the Burlington Housing Authority supports programs such as the DREAM mentoring program and the Summer Lunch program. BHA has also initiated a Housing Retention program to work with residents who are at risk of losing their housing.

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

BHA supports and encourages residents in its affordable housing properties to form resident associations.

BHA has formed a Resident Advisory Board (RAB) with representatives from its housing developments, and the Section 8 program. The RAB meets periodically to provide input on BHA's Plans and Policies.

One BHA program participant serves on the BHA Board of Commissioners.

BHA's Section 8 Housing Choice Voucher Program includes a Homeownership option for program

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participants.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Burlington Housing Authority is designated as a high performer and does not need financial assistance from the City of Burlington.

Discussion

The City will work with BHA to increase funding for resident service programs for its program participants, including the Family Self-Sufficiency Program, youth mentoring, homeownership, homelessness prevention, independent living and service-enriched housing.

BHA operates a very successful Section 8 Housing Choice Voucher Homeownership Option Program. Section 8 program participants are eligible and are encouraged to participate in this program. BHA's Section 8 Mortgage Assistance Program has been in operation since 1999 with over 100 households successfully transitioning from renting to homeownership. The City supports the implementation and continued availability of BHA's Section 8 Homeownership Option Program.

The Burlington Housing Authority's Family Self-Sufficiency Program moves families toward economic self-sufficiency through access to career counseling, job training, child care and other services, and through escrow accounts with funds made available to participants at the end of the enrollment period. The City supports BHA's Family Self-Sufficiency Program.

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AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In this section of the Plan, the City addresses the one year goals and specific activities planned this program year to carry out the homeless strategy outlined in the Strategic Plan for the City's Five Year Consolidated Plan. Activities that will address outreach, emergency shelter, transitional housing, homeless prevention, housing placement, supportive housing and independent living are listed below and under the project section.

The Continuum of Care coordinates the implementation of a housing and service system, from outreach to housing to services, to meet the goal of keeping homelessness rare and brief in our community. Street outreach and outreach caseworkers serve to reach the chronically homeless, identify services and housing needed. Vermont 211, daytime shelter and meals served at both the Foodshelf and the Salvation Army provide points of contact for the homeless and referrals to services. Housing providers work to rapidly re-house and stabilize, especially using the Housing First model, for the chronically homeless. Supportive service providers add case management and assess needs for services. The Continuum as a whole has implemented a coordinated intake and assessment to enhance the current service delivery system for Permanent Supportive Housing.

The City serves as the Collaborative Applicant for the Chittenden County Continuum of Care and supports its applications for HUD and other funding to address both chronic and non-chronic homelessness. As part of the HUD Continuum of Care, the City and its Continuum partners have identified the need to better understand and improve performance measurements for participating agencies. The CoC is also working towards a coordinated assessment system, has completed a review and reorganization of its governance structure to become Hearth Act compliant and has chosen a new service provider and HMIS lead in addition to linking with the Balance of State for implementation of a joint system.

In 2014 several agencies partnered together to implement a 100,000 Homes Registry Week for the Greater Burlington Area. With the assistance of over 60 volunteers 205 homeless individuals were surveyed using the Vulnerability Index and Service Prioritization Decision Assistance Tool. This tool allowed participants to assess the mortality risk for those homeless in the City. Thirty percent of those surveyed scored at a high risk or chronic homeless. As a result of this effort and a continued use of the VISPDAT, coordinated entry, prioritization for those most in need on our community wait list, Chittenden saw a dramatic decrease in the number of chronic homeless during the 2016 and 2017 Point-in-Time Counts. The CoC is continuing to investigate policy and systematic changes to allow for a more

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comprehensive community wide wait list and data sharing.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Chittenden Homeless Alliance created a common agenda and committed to the following vision for ending homelessness:

"Homelessness in Chittenden County will be rare and brief. All people who experience homelessness become stably and safely housed through access to a responsive, comprehensive and coordinated community network."

The jurisdiction has a number of outreach programs to connect to homeless persons, especially unsheltered persons, and assess their needs. These include services and points of contact from the local food shelf, daytime drop in shelter, and the Salvation Army. These agencies provide meals every day in our community and are the service providers that the homeless population routinely seeks out.

A SAMHSA funded PATH grant funds outreach work in our community for two outreach positions to find and connect with the homeless who are mentally ill and difficult to engage, offering persons who are experiencing homelessness community-based services. A street outreach team, funded by our Police Department and local businesses, provides outreach to individuals, families with children, and youth sleeping on the streets in our downtown area. An Adult Local Interagency Team helps to identify unsheltered persons and provide consultation and expertise to help resolve difficult situations involving chronically homeless persons with multiple physical or emotional issues in securing and utilizing services. The goal of the team is to help keep these clients within the community and out of the correctional system, hospital, or residential services, while helping them get the support and services they need to be safe and successful.

These teams identify individuals and families who are homeless and connect them with appropriate programs, services and housing options. Vermont 211 also plays a significant role for information and

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referral for this population.

Some of the goals for outreach this year include the following goals which are funded by a myriad of resources:

With CDBG funding from 2016, supportive housing services will continue to assist 80 chronically homeless individuals in the area with Pathways Vermont.

The SAMSHA funded outreach will also use the joint HMIS for input and tracking.

CDBG funds will be used to improve and expand the space at the Chittenden Emergency Foodshelf.

With federal funds, the COTS daytime shelter will open a new facility serving the homeless.

The Community Health Center of Burlington will continue to operate a Warming Shelter and with ESG funds maintain a coordinator to work with homeless (unsheltered) clients year round to ensure on-going case management and connection to services and housing.

The Consolidated Plan supports outreach and homeless shelter services. New housing programs and applications for new housing are built on a Housing First model.

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Addressing the emergency shelter and transitional housing needs of homeless persons

There are two emergency shelters serving single adults including veterans: COTS Waystation and ANEW Place. COTS operates the Firehouse and Main Street Family Shelters for households with children. COTS Daystation is a drop-in center for homeless adults and families. The confidential shelter operated by STEPS To End Domestic Violence serves homeless women and children fleeing domestic violence. Spectrum Youth and Family Services operates a shelter for homeless youth. Each shelter offers case management and housing search assistance to help participants move out of shelter into transitional or permanent housing, with necessary follow-up support for maintaining housing. It remains a goal of the Jurisdiction and the Continuum to increase the actual number of permanent housing and permanent supportive housing options, so that participants will have opportunities to quickly transition out of the emergency shelters. With CDBG funding, the following goal will be achieved: over 450 households, including adults and children fleeing domestic violence, will receive shelter and services through

STEPS in the next year.

With local, state and other federal funding, two emergency family shelters will house up to 60 individuals through COTS. COTS will also serve 24 Veterans in transitional housing at Canal Street. Spectrum will house up to 8 youth in their emergency shelter and 8 in their Pearl Street SRO transitional housing. Single adults will have access to 56 emergency housing beds at Waystation and Anew Place and 11 individuals or family members will have access to emergency housing at COTS' Smith House. The City and the State are committed to maintaining a seasonal low-barrier shelter during the winter which is operated by Community Health Centers of Burlington.

ESG funding is used for emergency shelter operations and case management, and HMIS. In the current ESG program year, 64% of HUD ESG funds were allocated to emergency shelter, 24% to Rapid Re-Housing and 12% to HMIS.

In addition to these programs, the State of Vermont serves the homeless who qualify with an Emergency Services Motel Voucher program with cold weather exemptions available to those in need when temperatures drop below freezing. Harbor Place, a former Econo-Lodge in Shelburne, provides up to 55 beds of temporary housing. Units include single rooms with refrigerators and microwaves and one- and two-room kitchenette units. Homeless guests include DV victims, those with severe mental illness, as well as the general homeless population. Onsite service providers include CVOEO, Safe Harbor (which includes some medical care onsite), STEPS, Howard, and Reach-Up. Case managers are available 40 hours/week. There is a property manager onsite at night as well as during the day and on weekends.

Transitional Housing is provided by several member agencies of the Continuum. COTS provides transitional housing to homeless individuals and families. The HowardCenter's Transitional Housing Program provides housing for 6 homeless persons with mental illnesses. Spectrum provides transitional housing for youth in the community. STEPS delivers transitional housing options for victims of domestic violence. Transitional housing is available for women exiting corrections. Veterans have transitional housing opportunities in nearby Winooski.

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

The City of Burlington is committed to the retention of affordable housing units with expiring tax credits and commits local, state and federal resources to this goal. Keeping the inventory of affordable units as

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well as increasing the number of affordable housing units are key to helping our most vulnerable residents remain housed.

The Continuum and its partners are committed to transitioning homeless persons into permanent housing and have implemented coordinated entry and the VISPDAT common assessment tool to facilitate this goal. To increase the percentage of transitional housing participants moving to permanent housing, case managers review transition plans every two weeks with participants. Agencies such as Pathways to Housing and Safe Harbor utilize the Housing First model and rapidly re-house chronic homeless with a high success in clients who maintain their housing. With CDBG funds, Pathways will assist 40 highly vulnerable homeless persons to be housed.

Burlington agencies utilize a range of housing retention programs to assist at risk households in maintaining their housing. These services include any wrap-around support services, a hoarding task force, landlord advocacy, and a Risk Guarantee Fund used to mitigate risks on the most hard to house persons. Our local Continuum continues to advocate for increased state resources such as the Rental Subsidy Program and the Mental Health Subsidy Program that can be used to help keep at-risk families housed.

Community-based organizations provide job training and placement, substance abuse counseling and referrals for treatment, medical and dental care, legal advocacy and representation, mental health counseling and residential treatment programs, child care, housing search assistance and security deposit assistance to help homeless families transition to permanent housing and independent living.

The CoC partners with local and state organizations and landlords to combat homelessness among veterans. Previously unidentified veterans were enrolled in VA care and many are housed through VA housing programs. Canal Street in Winooski houses 18 veterans in transitional housing and veterans have priority status for 12 permanent housing units at the same location. Thirty-seven VASH vouchers are administered in Chittenden County. Outreach has increased to local veterans at our shelters due to a local VA case manager who serves on the CoC steering committee. The Housing First approach is used within HUD VASH. Also, housing retention and rapid re-housing with low-income veteran families is addressed with two Supportive Services for Veteran Families grants. The VA maintains a state-wide by name list and reviews cases on a monthly basis.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving

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assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Several agencies administer prevention services including home heating fuel aid, transportation, housing navigation, tenants' rights advocacy, and legal assistance. The Housing Opportunity Program (funded by the State of Vermont and administered at local agencies), also provides case management, short term rental subsidies, and back rent, along with case management for low income individuals and families at risk of losing their housing.

Youth exiting foster care in Vermont have two primary supports that protect them from being discharged into homelessness as they exit legal custody at age 18: the Youth Development Program funded with federal Chafee Foster Care Independence Program and state funds & Act 74 Youth in Transition Extended Care Program. These programs are in addition to the programming run directly by the VT AHS-Dept. of Children & Families Services. In this program, a number of youth formerly in foster care are supported with case management and connected to long-term rental assistance with local Housing Authorities, including a VT State Housing Authority Sect. 8 HCV waitlist preference for youth aging out of foster care as part of the HUD Family Unification/Youth-in-Transition Programs. Some live on campus at area colleges to pursue education. The College of St. Joseph in Vermont specifically helps foster youth transition to college by providing year-round housing and support services, and the Adult Living Program provides a stipend for households willing to host an 18 to 22 year old leaving foster care.

Hospital patients are routinely discharged to their previous residence, a nursing home, or medical respite beds. McKinney Vento funded programs used as needed include emergency shelters and some transitional/permanent housing programs when appropriate. In addition, the UVM Medical Center has invested significant funds in providing respite beds at Harbor Place (temporary housing for the homeless) which has had successful outcomes for clients. UVMMC and Champlain Housing Trust are partners in repurposing the BelAire, a local motel, for medical respite and permanent housing.

Persons discharged from a mental health treatment or community bed receive state-funded assistance through the VT Dept. of Mental Health Subsidy & Care Program, VT DMH Housing Contingency Fund and the VT DMH Housing Recovery Fund. In addition, state agencies collaborate with the Burlington Housing Authority, and other affordable housing agencies to utilize Section 8 Housing Choice Voucher Programs for tenant-based and project-based rental assistance units funded by the Low-Income Housing Tax Credit Program. Patients are routinely discharged to HowardCenter transitional or step-down programs such as Second Spring, Meadowview, Next Door Program, and 72 North Winooski group home which are not McKinney Vento funded programs. Some persons leaving corrections can go to their previous residence, a transitional housing program for offenders, or to live with family. Northern Lights is an 11-bed supportive home for women returning from prison. The women's rent is subsidized while in the house (if they qualify), and upon successful completion of the program, they are given a Burlington Housing Authority (BHA) Section 8 housing choice voucher to take into the community. Dismas House serves 10 residents. Phoenix House RISE houses men out of prison and in early recovery from substance

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abuse for 3 to 24 months

Discussion

Veterans and their families have both transitional and permanent housing options and services available to them along with specialized outreach, assessment and additional services to meet their unique needs. The National Hotline refers calls directly to the area case manager; VASH vouchers are administered locally and through new grant programs, and a Housing First model will be implemented for any chronically homeless veterans.

Unaccompanied youth have emergency shelter, transitional and permanent housing options available to them along with specialized outreach and services to assist them in learning to live independently, set goals and complete their education.

Frail elderly and those with special needs are served through Cathedral Square and Ethan Allen Residence where 72 Burlington seniors will receive Level Three care. Through the Homeshare program, over 50 elderly and/or disabled will be able to remain safe in their homes. Complex case management will assist 40 high risk seniors with services to remain housed independently as well. Both CDBG projects will last 2 years.

Service-enriched housing needs for the population with severe mental illness range from affordable, independent apartments with support services provided by visiting mental health workers to 24-hour supervised "group home" settings. There is a need for additional supportive housing at all levels for those living with severe mental illness. A new project should be completed during this Action Plan year that will house 6 developmentally disabled adults.

According to a national Survey on Drug Use and Health prepared by the U.S. Substance Abuse and Mental Health Services Administration (SAMSHA) 2012-14, an estimated 2.95% of the Champlain Valley's population, ages 12 and older need treatment for a illicit substance abuse problem. Residents would also require affordable, appropriate, alcohol-free and drug-free housing with a range of management and supportive services, from a high level of on-site management (for treatment and early recovery) to self-management in housing such as Oxford Houses to self-management in an at-home setting.

Twenty-one individuals are served with HOPWA through three member agencies of the CoC - Vermont Cares, Champlain Housing Trust and the Burlington Housing Authority.

All these projects and activities will be undertaken during this next year to address the housing and

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supportive services needs for persons with special needs.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City has addressed the barriers to affordable housing under the Market Analysis and Strategic Plan sections of the Consolidated Plan. There is a limited supply of housing units at all levels of the market and a lower vacancy rate exacerbates the issue. In addition, our extensive student population creates a significant impact on Burlington's housing market. Over the years, many traditional single family homes have been converted to student housing to accommodate the market, creating both an impact on the cost of housing and the change in neighborhoods. Burlington has a significantly higher percentage of renters and the cost of rent is increasing at a higher rate. Not only is the cost of housing high and the availability low, but the condition of the City's housing is noted as the 7th oldest housing stock in the nation. Public policies that are controlled at the local level which impact the cost of housing include policies on historic preservation and lead safe paint practices. These homes need energy efficient upgrades, lead-based paint hazard reduction, and other rehabilitation to make them safe, affordable and sustainable over the long term. The cost of housing is also impacted by accessibility and fire safety public policies. In conjunction with planBTV and the Housing Action Plan, these concerns will be examined in order to facilitate infill development and diversified housing options in the City and especially in the downtown area.

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 of Burlington has long prioritized creating affordable housing for low- and moderate-income residents throughout the City while still addressing affordability concerns among other socioeconomic demographics. Additionally, the City continues to develop housing solutions and policies to combat its notably low vacancy rate and ensure quality housing and conditions for tenants, landlords, and homeowners. Last year, Mayor Miro Weinberger announced, and the City Council approved, a comprehensive, 22-Point Housing Action Plan aimed at reducing the cost of housing for all Burlington residents and supporting existing affordable housing options within the City. Since the passage of Burlington’s Housing Action Plan in October 2015, the City has made progress in implementing specific proposals aimed at addressing its housing affordability challenge. In particular, for a second consecutive year, the Burlington Housing Trust Fund is being funded at almost twice its historic level, ongoing support has been provided to residents of the North Avenue Cooperative (formerly Farrington’s Mobile Home Park) to improve their homes, there’s full enforcement for the first time of the permanent affordability of units created by the Inclusionary Zoning Ordinance and there’s continued progress on a form-based code with the view to its adoption by summer 2017. Progress continued, too, between the

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City and its partners - the University of Vermont and Champlain College - in the pursuit of strategies for housing college students to improve quality of life in near-institution neighborhoods and reduce pressure on rents. The City of Burlington is also working with a group of service providers and Planning and Zoning to amend the zoning ordinance to include a category for emergency shelters. This omission has been a barrier to establishing a warming shelter in the City. A final amendment is scheduled to go to the City Council in the summer of 2017.

The City continues to extensively review barriers to housing affordability and the creation of both affordable and market rate housing, exploring all aspects of the development review process, zoning application fees, and inclusionary housing requirements with an emphasis on addressing challenges most often raised by developers. . The City has undertaken a thorough evaluation of its Inclusionary Zoning ordinance looking at its impact compared to its intent. The next step will involve a working task force to review the recommendations from the consultant. The City also reviews parking requirements, including limitations on height, maximum lot coverage and density, and additional municipal practices and policies. As regards reducing regulatory barriers and disincentives to new housing production, in December 2015, the City Council adopted the Downtown Parking & Transportation Management Plan. Since then, a number of recommendations have been implemented, including investments of about $9 million in three City-owned garages, the placement of smart meters which has seen a 100% increase in parking revenue in the downtown core and the "opening up" of privately owned parking assets to the public to increase the amount of parking available during peak times.

Finally, the City will continue to work with the Vermont Legislature to ensure fair property tax policy for deed-restricted, perpetually-affordable owner-occupied homes. There are over 200 such homes in Burlington and the City will continue to advocate for taxation based on the restricted value of the subjected homes.

Discussion

The City has been working for years to move away from traditional Euclidian Zoning or Single-use zoning, where land uses are segregated from each other by type, to a more progressive Form Based Code (FBC) zoning which de-emphasizes use restrictions in favor of encouraging a physical form correlated with good urban places. FBC's also foster more predictable built results and thus greater certainty for the public, confidence among private developers and investors, and greater likelihood that a community's vision actually comes to fruition. The City Council has adopted a resolution endorsing these FBC goals in the fall of 2014. Burlington seeks to have a type of FBC in place in its downtown core, at least provisionally, within the next year or so.

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AP-85 Other Actions – 91.220(k)

Introduction

The City anticipates that 96% of its CDBG resources this year will be spent to benefit low- and moderate-income residents. The City will continue its commitment to the preservation of affordable housing unit and actions that will foster and maintain affordable housing in Burlington.

In addition, the City, through the Community and Economic Development Office, will diligently work to reduce lead-based paint hazards in the homes of local residents and has applied for a new round of funding.

The activities listed in this Action Plan work to reduce the number of households in poverty; and with enhanced coordination with nonprofit partners, services will have a greater impact on this goal.

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Actions planned to address obstacles to meeting underserved needs

As identified in the Consolidated Plan, the principal obstacle to meeting underserved needs is insufficient resources. The City will continue to pursue additional federal, state and private resources, but does not expect to overcome the obstacle of shrinking public resources. The City will also continue to work with partners to examine obstacles such as benefits cliffs and to advocate for appropriate policy changes. In addition, the City will encourage local agencies to explore ways to deliver services in a more cost-effective and efficient manner, prioritize resources to serve the most in need, as well as cooperate between agencies.

For more than a decade, the network of community-based services that support the social, educational, physical, mental and financial well-being of families and individuals in Vermont has been under financial pressure. Funding has been eroding or stagnant while the number of families and individuals needing services has increased, and in many cases, their needs have become more acute and complex. Many service providers alike have had to reduce capacity to operate within their budgets as available state and federal resources have not kept pace with need.

In response to these conditions, service providers also have increased their efforts to find economies, evaluated the effectiveness and appropriateness of the services they provide, experimented with innovation, trimmed the frequency and intensity of services, and sought funding from foundations and other philanthropic sources.

During the past year, the collaboration of funders that formed to explore how they might better leverage opportunities and challenges to create greater impact through collaborative investment,

focused their efforts in two areas:

- What are the most appropriate and constructive ways for funders to work in and with communities to solve complex problems?

- Are there ways to share information or tools that could be developed to insure that the combined, individual activities of partners, adequately address needs in a mutually reinforcing manner?

The group chose to approach this work by focusing in an area of shared priority – homelessness. By the end of the year, the group had engaged in an in-depth solution development process based on human-centered design and identified key elements of a system that could be open, transparent and support alignment of diverse types of investment.

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Actions planned to foster and maintain affordable housing

During the next program year, the City will continue to implement its Inclusionary Zoning and Housing Preservation and Replacement ordinances but also consider appropriate revisions to those ordinances; to provide CDBG and HOME funding to nonprofit housing developers to develop, renovate and preserve affordable housing; and to support the facilitation of the transfer of ownership of housing with expiring subsidies from the private sector to nonprofit ownership, thus assuring their perpetual use as affordable housing. The City will explore strategies to expand accessibility, universal design and accessory dwelling units, along with other creative solutions to provide housing for our increasing aging population. These are strategies presented in the Housing Action Plan. In addition, the Plan suggests strategies to increase student housing thereby releasing units to low/moderate and market rate renters.

Actions planned to reduce lead-based paint hazards

In 2014, the City of Burlington received a $3,000,000.00 Lead-Based Paint Hazard Control grant from the Department of Housing and Urban Development and a $400,000.00 Healthy Homes grant to complete

work on 165 units by October 2017. These funds are administered through the Community and Economic Development Office by the Burlington Lead Program to reduce lead-based paint hazards and healthy homes hazards in eligible housing units to eliminate childhood lead poisoning and make the home healthier to live in. Through November 2017, the Burlington Lead Program plans to evaluate 6 units for lead-based paint and other health hazards, reduce lead-based paint in 6 housing units and reduce other health hazards in at least 6 housing units, as well as provide outreach and education to the community. If the program receives a new round of funding, a total of 25 units will be evaluated for lead-based paint and other health hazards, lead-based paint reduction will be completed in 12 housing units and reduction of other health hazards in 8 housing units through June of 2018.

Actions planned to reduce the number of poverty-level families

All of the activities funded through the City's CDBG and HOME programs are ultimately directed at reducing the number of people living in poverty, providing for basic needs or preventing individual/family poverty in Burlington.

To provide for basic needs, the City will continue to invest in the expansion of Chittenden County's Foodshelf's facility to provide food and meals for those most vulnerable. CDBG funds will also invest in a quality nutrition program at Burlington's Children Space

To move individuals/families out of poverty, CDBG funds will invest in early childhood programs at Lund, and Sara Holbrook. These programs will provide a quality foundation to ensure educational success for children as well as giving parents the opportunity for employment.

To prevent poverty, the City will continue to invest in the preservation, construction and weatherization of affordable housing with Champlain Housing Trust's BRHIP and Cambrian Rise projects as well as ReSource's YouthBuild Energy Efficiency and Housing Rehabilitation Project. Working with Mercy Connections, CDBG funds will be used to assist women with starting small businesses and becoming self-sufficient. Working with CEDO economic development staff, technical assistance will be provided to low-income entrepreneurs who want to move into business ownership. Clients include refugees as well as other residents, and the program offers ongoing support to help them sustain their businesses.

With CDBG investments, Champlain Housing Trust will renovate St. Joseph's School into a vibrant community center. Serving the City's lowest income and most diverse neighborhood, this community center will build a strong sense of community, reaching hundreds of families with services and activities to move them out of poverty as well as prevent poverty.

In addition, the City will continue to enforce its Inclusionary Zoning and Livable Wage ordinances. If funded, CEDO will run an AmeriCorps program providing educational opportunity for youth of color and other underserved populations though training and mentoring to decrease barriers to success in

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education and employment. Our AC Program provides innovative responses to pressing community problems and greater access to services for low income, minority, and other underserved populations.

In addition, the City will continue to support the Community Justice Center and its anti-poverty programs in the areas of community and restorative justice.

The City continues work on a variety of development projects that contribute to economic growth and help to grow the grand list. Development projects include the redevelopment of the Burlington Town Center, a major innovative public-private partnership; Eagles Landing student housing development in downtown Burlington and Cambrian Rise, a 700 mixed-income residential unit development, including 125 affordable housing units on the edge of the Old North End in Burlington. Across these development projects, hundreds of temporary construction and permanent jobs will be created, leading to increasing employment, higher growth and poverty reduction. Further, the City is re-activating the Burlington Revolving Loan Fund (RFLF) to provide small loans to eligible businesses with special consideration to those that have the capacity to create jobs, and/or owned by women, minorities, and low to moderate income individuals.

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Actions planned to develop institutional structure

A definite challenge for the Community & Economic Development Office will be to effectively adapt its institutional structure to meet the changing needs of a challenging fiscal environment. In a time of significant budget reduction and the possibility of program elimination, the Office will need to find ways to implement, oversee and monitor programming more efficiently and more effectively to meet increasing demands for services and funding with considerably fewer resources.

The Collective Impact, a multi-stakeholder group initially organized by the United Way, continues to build institutional structure around results based accountability and collaborative problem solving.

The Chittenden County Homeless Alliance, through its governance reorganization and common agenda plans to use administrative backbone support to increase institutional capacity within their collaborative structure.

CEDO will continue to offer cultural competency training to City Departments, large and small non-profits to increase the capacity of all institutions in being more welcoming workplaces and facilitating

outreach and services to our increasingly diverse populations.

The City launched its My Brother's Keeper (MBK) Initiative in May of 2016. MBK nationally seeks to address opportunity gaps facing youth, particularly boys and young men of color. CEDO was charged by the Mayor to support the My Brother's Keeper Initiative; CEDO and the AmeriCorps team are coordinating to offer information and opportunities for jobs and internships, and gather youth feedback on opportunities for new support and services.

Our current AmeriCorps team brought together a very diverse group of youth from BHS and SBHS, called the Youth Leadership Board. The Youth Leadership Board is supported by CEDO, Parks & Recreation and the Fletcher Free Library and now meets twice a month to discuss the needs of youth within the city, and to advocate for their peers in a safe, constructive, and welcoming environment. This year's Dr Martin Luther King Day celebration at ECHO had an MBK focus with over 1900+ in attendance. Youth of color presented a panel discussion about the importance of leadership. This increased the diversity of attendance in age, class, ethnicity and allowed deeper social equity discussions to take place. During Black History Month, the AmeriCorps team and Youth Leadership Board celebrated Unsung Heroes at an event at Burlington City Arts.

CEDO will build on partnerships to develop MBK programming and opportunities for youth to include a County Youth Leadership Conference, a Youth Job Fair and to supplement MBK programming with an expanded AmeriCorps program in 2017 and 2018. CEDO continues to develop the City internship program and to promote youth on boards.

The Mayor's Office further added My Brother's Keeper initiative into the City's Diversity and Equity Strategic Plan that will be presented to City Council to adopt as a commitment of what the City will be working on for the coming year.

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

In order to enhance coordination between public and private housing and social service agencies, several community-wide initiatives are utilizing collective impact principles. These initiatives are deciding on a common agenda to keep all the various organizations moving toward the same goal. Agencies agree on common progress measures and use a data-driven approach to review outcomes. Rather than working in silos or duplicating activities, the organizations leverage mutually reinforcing activities to move toward the progress envisioned. With clear and frequent communication and one specific organization taking on the role to manage the collaboration, these initiatives are enhancing coordination and cooperation. One specific example of this is the work of the Chittenden County

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Homeless Alliance. The Community & Economic Development Office coordinates with the now quarterly meetings of the Chittenden County Homeless Alliance, Continuum of Care to address homelessness (including for-profit and nonprofit housing entities and service providers). CCHA has a common agenda and performance measures. Coordinated entry for permanent supportive housing meets and refers clients for housing and services. The current Housing Resource Team continues to work collaboratively through public, private housing and social service agencies. In another example, a group of agencies including United Way of Northwest Vermont and the City of Burlington via Burlington Police Department, the Agency of Human Services and the University of Vermont Medical Center, Vermont Department of Health, and others are part of a collective impact project regarding the burgeoning opioid addiction crisis impacting our area.

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Discussion

The challenge for the City's citizens will be to make the hard choices among competing needs as they allocate funds through the citizen-based CDBG decision-making process. The CDBG process will undergo a review during the development of the 5 Year Consolidated Plan. The challenge for the City and its partners, including our nonprofit agencies, will be to become even more creative in stretching resources and finding new solutions to funding and to meeting local needs. Agencies will be encouraged to enhance their collaborative efforts with other agencies.

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Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

In this section, the City addresses the program-specific requirements for the Annual Action Plan. The two specific programs addressed in this section are CDBG and HOME.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(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.

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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	0
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:	**0**

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.	96.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   All HOME funds are invested in a manner consistent with 24 CFR 92.205(b)(1). Specifically, HOME

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funds are invested in interest-bearing and non-interest-bearing amortizing loans and in deferred loans and grants.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   For homebuyer projects where the Program provides HOME funds for low-interest loans for eligible homebuyers to assist with down payment and closing costs on eligible two to four unit owner-occupied properties, the Program uses "recapture" provisions per 92.254(a)(5)(ii). These loans are secured by subordinate mortgages. When properties assisted with HOME funds for this purpose are sold, transferred, or if the primary residency is violated, then the full amount of the loan plus any accrued interest is to be repaid to the Program. Only the direct subsidy (down payment assistance, closing costs, or other HOME assistance provided directly to the homebuyer and/or the difference between the fair market value of the property and the reduced sales price attributable to HOME development assistance) is subject to recapture. However, the recapture amount shall not exceed the amount available from net proceeds. The net proceeds are the sales price minus loan repayment(s) (other than HOME funds) and closing costs. If this repayment occurs during the HAP, then the funds are not considered to be program income. If this repayment occurs after the HAP, then the funds are considered to be program income. The written agreements shall include language that makes it clear that recaptured funds after the HOME Affordability Period shall be considered program income.

   When a property owner assisted with HOME funds for this purpose refinances their principal mortgage, the Program shall consider executing a subordination agreement upon receiving a written request with sufficient documentation on current fair market value and proposed refinancing amount. When considering such requests to subordinate its HOME mortgage, the Program shall require that the loan-to-value ratio be no greater than 100%.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

   Resale Policy for HOME Subsidy on Owner-Occupied Homes: For homebuyer projects which are developed by nonprofits and which have perpetual affordability, the City uses "resale" provisions per 92.254(a)(5)(i) when HOME funds are used. During the HOME affordability period, the property must be sold to a low-income homebuyer. The original buyer of the HOME unit shall receive fair

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return on investment. The Burlington HOME program defines "fair return" by the following formula: Fair Return = Sale Price - Outstanding Mortgage Debt - 75% of the market appreciation (if any) + the capital improvement credit. The Program defines capital improvements as any investment in the house that is not considered maintenance. Items like appliances, flooring, painting, roof, heating systems, electrical or plumbing are considered maintenance and not eligible. Most common capital improvements are finishing basements, adding decks, garages, sheds, square footage, baths, or upgrades in flooring or kitchens. This definition of “Fair Return” will typically return to the seller their original equity investment if the original purchase price is less than or equal to the sale price to the new buyer. In the event that a HOME “resale” unit sells for less than the original purchase price, then the difference comes from a reduction in the seller’s equity (from their downpayment and/or reduction of loan principal). This is the equity sharing formula used by both the Champlain Housing Trust and Green Mountain Habitat for Humanity. The Burlington HOME program defines "affordable to a reasonable range of buyers" as a home where the sum of the annual loan principal, interest, taxes, and insurance is less than 33% of the household's annual gross income.

The Program shall not allow the resale of a HOME-assisted unit to a subsequent homebuyer who is not low-income. When a HOME-assisted homeownership unit that is encumbered (through the requirements of another funding source such as the Vermont Housing and Conservation Board (“VHCB”)) with covenants ensuring perpetual affordability for households below 80% of area median income is sold, resale provisions ensure compliance with the HOME affordability requirements. HOME funds which go into homebuyer units are typically, but not always, grants. The Program does not recapture the HOME funds unless the VHCB covenants are extinguished and the affordability is no longer ensured. The only scenario where the Program can envision requiring repayment of the above funds is if a) the HAP had expired and b) the statewide funder, the VHCB (which requires permanent (99 Year) affordability), for whatever reason choose to extinguish their covenants and the project effectively was leaving the permanently affordable housing stock.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

   Multi-family projects developed by locally-based housing organizations that receive HOME funds for rehabilitation may utilize HOME funds to refinance existing debt, consistent with 24 CFR

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92.206(b)(2), if they meet the following guidelines:

- Refinancing is necessary to permit or to continue affordability under 24 CFR 92.252;
- Rehabilitation is the primary eligible activity. A minimum of $7,500 of rehabilitation per unit is required;
- The grantee must demonstrate management capacity and practices that ensure that the long-term needs of the project can be met, and the targeted population can be served over an extended affordability period;
- The grantee must demonstrate that the new investment is being made to maintain current affordable units, to create greater affordability in current affordable units, or to create additional affordable units;
- The minimum HOME affordability period shall be 15 years, and all HOME-assisted projects developed by locally-based housing organizations are required to be perpetually affordable;
- Refinancing will be limited to projects that have previously received an investment of public funds;
- HOME funds may be used for refinancing anywhere in the City of Burlington;
- HOME funds cannot be used to refinance multi-family loans made or insured by any Federal program, including CDBG.

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Discussion

It is the policy of the City of Burlington HOME Program to provide information and otherwise attract eligible persons in the housing market area to available housing constructed or rehabilitated under the HOME Program without regard to race, color, national origin, sex, religion, sexual orientation, familial status, receipt of public assistance or disability. The City of Burlington HOME Program incorporates the Equal Housing Opportunity logo in its letterhead, press releases and advertisements. For projects where five or more units are being assisted with HOME funds, grantees receiving HOME funds are required to

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contact one or more of the following agencies before filling vacancies during the HOME affordability period as stated in the HOME Program Loan/Grant agreement: local or State Housing Authority, Community Action agencies, area Mental Health and Mental Retardation agencies, area Office on Aging agency, area homeless shelters, the Department of Social Welfare, Committee on Temporary Shelter, Vermont Center for Independent Living or any statewide handicapped accessibility clearinghouse, area AIDS service organizations, medical centers, schools, municipalities and any other social service agencies. Any advertisement of vacant rental or ownership units during the HOME affordability period must include the equal housing opportunity logo or statement. Advertising media may include newspapers, radio, television, brochures, leaflets, or simply a sign in a window. Housing borrowers, grantees or property management agents must display the fair housing poster in areas that are accessible to the public. Property owners or their management agents must maintain a file containing a record of all marketing efforts (e.g., copies of newspaper ads, copies of letters). The City's HOME Program monitors compliance as part of its ongoing monitoring process. Where noncompliance is discovered, the HOME Program will provide technical assistance to secure voluntary compliance. If this proves unsuccessful, the HOME Program will refer aggrieved parties to appropriate entities to seek redress.

The City's HOME program uses the HOME affordable homeownership limits provided by HUD for homebuyer assistance and for rehabilitation of owner-occupied single family housing. When using HOME funds with non-profit projects, the City accepts applications on a rolling basis and distributes funds as available to eligible and viable projects. Detailed information on applicant eligibility and how to apply can be found on the CEDO's website. The City does not limit or give preference to HOME applicants or beneficiaries.

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