

**Housing Trust Fund**  
*Project Grant Application*

APPLICANT ORGANIZATION <b>Cathedral Square Corporation</b>
CONTACT NAME <b>Julian Mandigo</b>
DAYTIME PHONE & E-MAIL <b>P. (802) 859-8815 C. (802) 373-8408 E. julianmandigo@cathedralsquare.org</b>
NAME OF PROJECT <b>Thayer House &amp; CSSL Lighting Improvements</b>
AMOUNT REQUESTED <b>\$56,000 (Alternate request if insufficient BHTF funding is \$41,000)</b>
ESTIMATED CONSTRUCTION START DATE <b>02/15/2024</b>
ESTIMATED COMPLETION DATE <b>06/30/2024</b>
TOTAL ESTIMATED PROJECT COST <b>\$56,000</b>
TOTAL NUMBER OF AFFORDABLE HOUSING UNITS <b>177</b>
TOTAL ESTIMATED PROJECT COST / TOTAL NUMBER OF AFFORDABLE HOUSING UNITS (PER UNIT COST) <b>\$316 per unit</b>

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

- Yes
- No

Will the proposed housing project be perpetually affordable?

- Yes
- No

Will the proposed housing project be affordable for 10-40 years?

- Yes
- No

**Project Narrative**

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

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

**Project Description** (Please briefly describe your project. Attach a project budget including all sources and uses):

Cathedral Square (CS) is seeking funding for exterior site lighting to improve safety and security for residents and staff at Thayer House and Cathedral Square Senior Living.

Thayer House is an affordable senior housing community in the New North End built in two phases, Phase 1 (33 units) in 2012 and Phase 2 (36 units) in 2013. All households are supported by SASH® – Support and Services at Home to support positive aging. Over the past several years, Thayer House has experienced attempted break-ins from unauthorized persons, causing residents concern for their safety and security. In response, residents and staff have requested additional lighting, particularly along the front walkway. This summer, we conducted a lighting analysis of this area; the findings of the study support the need for lighting improvements. Improved lighting will reduce the risk of residents falling, as well as help to discourage unauthorized persons from attempting to access the building. We recently received an AARP Winter Placemaking grant to reinvigorate programming in the Garden Commons room, which has historically been used as a community space prior to the pandemic. Improved lighting will provide safer access to this space, both in terms of accessibility and security. Specifically we are proposing installing four additional light poles along walkways, per the recommendation of an electrical engineer.

Cathedral Square Senior Living, Cathedral Square's very first property built 44 years ago, is an affordable housing community including both assisted and independent living for older adults located in downtown Burlington. The property has 108 total households all supported by SASH®, 31 of these are licensed assisted living units. As of Fall 2023, 105 units have rental assistance, allowing us to serve extremely low-income older adults. Over the past year, there have been several incidences where this building has experienced break-ins, distribution of unauthorized key copies, and other related criminal activity. CS has responded to these challenges by upgrading the fence surrounding the back yard area, replacing the key system in summer 2023 so that unapproved key copies would no longer work, and implementing myriad smaller-scale improvements. While these efforts have helped, incidents continue to occur, causing concern for both residents and staff. Residents and staff have requested improved lighting in exterior areas around the building including the back courtyard and the western wall and garden space. To improve security, we are proposing an improved retrofit of existing lighting as well as installation of additional lighting. Improved lighting will foster resident and staff safety by discouraging unauthorized people from lingering in these areas. Currently, unauthorized people are hiding in unlit areas and then forcing their way into the building when our residents or authorized guests access the building.

Due to the events over the past year, we feel the need to take these steps to improve safety and security at Thayer House and Cathedral Square Senior Living. We request \$56,000.00 from BHTF for exterior site lighting. This is broken down as:

\$48,644.00 Thayer House Cost Estimate

\$5,060.00 CSSL Cost Estimate

\$2,296.00 Contingency

---

\$56,000.00 Total Request\*

\*If there are insufficient BHTF funds, we can reduce the scope of the lighting improvements at Thayer House and modify our request to \$41,000.00.

**Please describe how many households at or below 80% of AMI will be served by the project:**

At Thayer House, all 69 households in Phase 1 and Phase 2 (100%) are below 80% AMI.

At Cathedral Square Senior Living, all 104 of the occupied units are below 80% AMI.

**Please describe how many households at or below 50% of AMI will be served by the project:**

At Thayer House, 65 of 69 households (30 in Phase 1 and 35 in Phase 2) are below 50% AMI.

At Cathedral Square Senior Living, 103 of the 104 households in occupied units are below 50% AMI.

**Please describe how the City has already demonstrated its interest and support through the investment of CDBG funds, the provision of technical assistance, and/or acquisition of site control for the proposed housing project:**

The City has been a critical and consistent supporter of the Thayer House and Cathedral Square Senior Living developments and has awarded funding in the following instances:

Thayer House:

- BHTF supported Phase 1 with a \$240,555 grant
- CEDO supported Phase 1 with an NSP (Neighborhood Stabilization Program) grant of \$300,000
- Reduction in impact fees for both Phase 1 & Phase 2

CSSL:

- The City supported the original development with a HOME loan of \$142,500.
- For the 2009 recapitalization, the City provided a HOME loan of 100,000, a Community Development Block Grant award of \$90,000 and Burlington Housing Trust Funds of \$15,000.
- 2021 – BHTF for WiFi Capability and Access at Cathedral Square Senior Living
- 2021 – CEDO launched a free training program for Personal Care Assistants, which has greatly benefited Cathedral Square Assisted Living through increased staffing.
- 2023 – CDBG funds for HVAC improvement project at Cathedral Square Senior Living

**Please describe how the application supports one or more of the priorities listed in the City's Housing [Action Plan](#):**

AP-85 Other Actions – 91.220(k)

- *Actions planned to foster and maintain affordable housing*

Both of these are critical properties of Burlington's existing affordable housing stock whose goals of providing safe, affordable housing to seniors plays an important part in the City's affordable housing stock.

- Protect the Vulnerable – to provide services for homeless residents, survivors of domestic violence, frail elderly, those in permanent supportive housing.

On-site SASH staff work to support seniors, previously homeless, and other vulnerable residents supported by amenities that foster socialization and wellness programs.

**Please describe how the application supports one or more of the priorities listed in the City's [Consolidated Plan](#):**

Capital improvements to Thayer House and Three Cathedral Square support several key priorities of the City's Consolidated Plan as follows:

*Maintain or Preserve Affordable Housing: To maintain affordable housing units through rehabilitation or preserve units from being lost in the affordable housing inventory.* This application supports this priority as the cost of upgrading the lighting system would otherwise be a major burden to the reserves of these properties, therefore helping preserve these affordable housing units and keep them affordable.

*Housing Resources to LMI residents, homeowner: To provide emergency repairs/access modifications to LMI renters and homeowners to assist in housing retention.* This application supports this priority as 100% of households at these communities are low-income. Funding for this project would allow for the needed upgrades to the security system in order to keep residents safe.

*Protect the Vulnerable: To provide services for homeless residents, survivors of domestic violence, frail elderly, those in permanent supportive housing.* This application supports this priority as these communities serve low-income seniors as well as people who previously experienced homelessness, a very vulnerable population.

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

Thayer House and Cathedral Square Senior Living house elderly including those in Assisted Living, and provides SASH<sup>®</sup> services (Support And Services at Home) at no cost to residents. At Thayer House, 65 of 69 households (30 in Phase 1 and 35 in Phase 2) are below 50% AMI. At Cathedral Square Senior Living, 103 of the 104 occupied households are below 50% AMI.

**Please describe the experience of the development team:**

Director of Development Cindy Reid has worked to fund and develop affordable housing for over 30 years, including 10 years at CS. Jim Whitcomb, Facilities Manager, has been with CSC for over 30 years overseeing and stewarding our entire portfolio, and will manage the two projects.

**Please describe other ancillary uses (community space, mixed use, etc.), if any, in the proposed project:**

Thayer House offers amenities including a large common room with fireplace and kitchen, laundry, library, hair salon, exercise room, gardens for residents' use and enjoyment, walking loop, and the Garden Way room – a space accessible by the public used for various community programming. CS was recently awarded an AARP Winter Placemaking grant to increase programming in this space.

CSSL offers amenities including a community room and library, laundry, hair salon, and gardens. Two floors are dedicated to assisted living and have a commercial kitchen and dining room, as well as office space for staff.

**Please describe how the project addresses community need:**

Thayer House Phase 1 & 2 currently houses 76 older adults. Cathedral Square Senior Living currently houses 110 older adults. Investment in capital improvements at these properties preserves and protects this critical housing resource for the Burlington area. At a time in which we are facing an unprecedented shortage of affordable housing (<1% vacancy rate in Burlington), preservation and re-investment in housing stock is critical.

**Please describe how the project would impact the community:**

These two projects improve security, protect residents, and keep these affordable housing communities in good shape physically and financially.

Signature

Please check each box that applies:

- Good Standing:** I certify that I am in "good standing" with respect to, or in full compliance with a plan to pay any and all taxes due to the City of Burlington.
- Certification:** Under penalties of perjury, I declare that the information I have provided, to the best of my knowledge and belief, is true, correct, and complete.

Julian Mandigo  
Print Name

Julian Mandigo 11/15/2023  
Applicant Signature Date