

**City of Burlington Housing Trust Fund (HTF)
Project Award Application**

APPLICANT ORGANIZATION	Cathedral Square
CONTACT NAME	Cindy Reid
DAYTIME PHONE & E-MAIL	Phone: 802.859.8805 Email: reid@cathedralsquare.org
NAME OF PROJECT	McAuley Square Scholars Security Upgrades
AMOUNT REQUESTED	\$7,950.00
ESTIMATED CONSTRUCTION START DATE	12/15/2022
ESTIMATED COMPLETION DATE	1/05/2023
TOTAL ESTIMATED PROJECT COST	\$7,950.00
TOTAL NUMBER OF AFFORDABLE HOUSING UNITS	12
TOTAL ESTIMATED PROJECT COST / TOTAL NUMBER OF AFFORDABLE HOUSING UNITS (PER UNIT COST)	\$662.50 per unit

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):

McAuley Square is a 21 year old affordable housing property consisting of three buildings – a building for older adults (55 units), a “Scholars” building for young parents continuing their education (12 units), and “Independence Place” supportive housing for formerly homeless persons in partnership with ANEW Place (8 units). The focus of this funding request is the Scholars building. Cathedral Square is seeking funding for security upgrades at the Scholars building in order to address security concerns and improve resident safety. 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. In order to improve resident safety and peace of mind, as well as for our staff, we are proposing to install a high security lock system. This system is necessary to prevent the unauthorized copying of apartment and entry door keys for a building that currently has compromised security. This system has a restricted keyway and key blanks are only available directly through the factory with our authorization. This will provide the landlord with strict oversight of key availability. The accompanying quote is in the process of being revised. Specific changes to the quote will involve the creation of a sub master level of keying so that we can allow contractors to have access to mechanical areas without also giving them access to apartments. We are also going to have a two key system so that the apartment key and the front door key are different thus allowing us to rekey the entry doors if necessary without requiring the building to be completely rekeyed. An additional 30 keys will need to be made so we can provide them to all occupants. Due to the events over the past year, we feel the need to take this step to stop unauthorized people from entering the building. We request \$7,950.00 from BHTF towards these security upgrades. This is broken down as:

\$7,218.58 cost estimate

\$731.42 contingency

\$7,950.00 total request

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

All 12 households (100%) residing at McAuley Square in the Scholars building are <30% of AMI.

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

All 12 households (100%) residing at McAuley Square in the Scholars building are <30% of 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 McAuley Square development, developed in 1999, and has awarded funding to McAuley Square in the following instances:

- 2001 – Burlington HOME Program funds for construction;
- 2020 – Burlington Housing Trust Funds for McAuley Square Playground & Garden Project.

Additionally, both the City Mayor as well as the Chief of Police are aware of the difficulties faced at McAuley Scholars and are very supportive of measures Cathedral Square can take to improve security and comfort of residents at this property.

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

This project supports two priorities of the City's Housing Action Plan:

- The first action in the Housing Action Plan is to Continue to Prioritize Affordable Housing Preservation. McAuley Square is a critical property of Burlington's existing affordable housing stock whose goals of providing safe, affordable housing to young parents and their families in a multigenerational community play an important part in the City's affordable housing stock.
- Priority Need 10 – 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 McAuley's previously homeless, families with young children, 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 McAuley Scholars Housing 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 security system would be otherwise be a major burden to the reserves of this property, 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 the McAuley Square Scholars building are low-income. Funding for this project would allow for the urgently needed upgrade to the security system in order to keep residents safe.

Increase Educational Opportunities: Programs that increase educational opportunities for youth of color and other protected classes/improve access to opportunities, integration and provide a pathway out of poverty. This application supports this priority as the McAuley Square Scholars building houses young parents continuing their education.

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 McAuley square houses low-income families with children, a very vulnerable population.

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

The McAuley Square Scholars building houses young parents and their children, and provides SASH® services (Support And Services at Home) at no cost to residents. 100% of households are below 30% of AMI. 100% have rental assistance.

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 9 years at CSC. Jim Whitcomb, Facilities Manager, has been with CSC for over 30 years overseeing and stewarding our entire portfolio, and will manage the project.

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

McAuley Square Scholars housing offers amenities including a community room, resident storage, laundry, a playground, and gardens for residents' use and enjoyment.

Please describe how the project addresses community need:

McAuley Square Scholars houses 12 households of young parents with children. Investment in capital improvements here preserve and protect 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:

The project will improve security at the property, protecting residents and keep this affordable housing community in good shape physically and financially.

Signature Page

Please check each box that applies:

- X **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.

- X **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.

Cynthia Reid
Print Name

Cynthia Reid 11/11/2022
Applicant Signature Date

Northeast Door and Hardware, LLC

594 Zephyr Rd.
 Williston, VT 05495
 802-249-1868
ADALarryB@aol.com

CUSTOMER PROPOSAL

Proposal Date:10/25/ 22
 JOB NAME: Allard Squqre

Sold To: Cathedral Square	Ship To: Allard Square Burlington,Vt
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Qty	Manuf	Mfr Part#/Description	Unit Price	Extended
12-	MEDECO	MEDECO SINGLE CYL. DEADBOLT	234.00	2808.00
19	MEDECO	KEYING CHARGE	59.36	1127.84
7	SCHLAGE	ND80LD STOREROOM LOCK	457.65	203.00
5	MEDECO	MASTER KEYS HIGH SECURITY	17.18	85.90
38	MEDECO	CHANGE KEYS HIGH SECURITY	17.18	652.84
<u>PREP WOOD DOORS AND EXTERIOR DOORS TO ACCEPT NEW LOCKS</u>				
<u>TEAROUT INSTALLATION TRAVEL AND MILEAGE</u>				2205.00
				SHIPPING 136.00
				<u>\$7218.58</u>

Customer PO# _____
 Customer Acceptance _____ Date _____
 Printed Name _____

Given building material cost inflation, this quote is good for 30 days. Any material released for order after this time will be subject to re-quote