



Burlington Dismas House

February 23, 2017 a house of transition for former prisoners

Restoring former prisoners to our community for the greater good of all!

City of Burlington - CEDO
Todd Rawlings
149 Church Street Rm 1
Burlington, VT 05401

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(Assist. House Director)
East Allen Dismas
Richard Gagne
(House Director)
Sue Drollette
(Assist. House Director)

Dear Todd:

Thank you for your guidance and support that resulted in our Burlington Housing Trust Grant for sewer work of **\$6838.07.00**. As you know this much-needed grant was a huge help to our small non-profit as we faced needed work.

We are thankful that we are a part of a community with supporting organizations, such as Burlington Housing Trust. Your support paves the way for our mission that, in turn, helps former prisoners get a chance for a fresh start. At our evening meals, there is often gratitude expressed second chances as well as the opportunity to share in the quality of housing that grants like this ensure. Dismas is a grassroots organization that was started by members of the community when they recognized a need and responded to it. Today it still is making a difference in our community because of support from organizational leaders such as you!

Thank you again for your time, assistance and generous grant in our time of need. **Support such as this is essential to the work carried out here every day of the year.**

With gratitude,

Kimberly Parsons,
Dismas House Director

*Todd:
Thank you for
your work on
this. We are keeping
our heads above
water now!*



United Way of
Chittenden County

Todd Rawlings

From: Kim Parsons <kim@dismasofvermont.org>
Sent: Saturday, October 28, 2017 12:23 AM
To: Todd Rawlings
Subject: Fwd: photos from new septic work

Sent from my iPhone

Begin forwarded message:

From: "Zoe Bishop" <zoe@dismasofvermont.org>
To: "Kim Parsons" <kim@dismasofvermont.org>
Subject: photos from new septic work

Zoe Bishop

Assistant House Director

Buell Street Dismas

802-658-0381









Building Homes. Changing Lives in Vermont.

February 14, 2017
Todd Rawlings
Burlington Housing Trust
149 Church Street, Room 32
Burlington, VT 05401

Dear Todd,

Thank you! You are helping to make it possible for five families to leave unsafe rental housing and move into decent Green Mountain Habitat for Humanity homes this year with your donation of \$50,000.00. [FOR A DUPLEX ON STANIFORD ROAD]

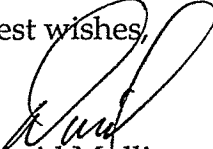
Elise and Dwayne and their two sons lived in a moldy, cold basement apartment which flooded whenever there was snow melt or a heavy rain. The landlord refused to fix the problem and Elise and Dwayne couldn't find a better apartment in their budget and felt that they had no options. But YOU made it possible for them to become Habitat homeowners and to improve their lives.

Elise said "This housing opportunity means the world to us. Literally the world, as it expands our prospects, our safety, our security and the well-being of our family."

Your donation will be used to buy building lots and to purchase materials to build homes, helping to make it possible for local families to take the first step up out of poverty. And, their children will be more successful in school because they have a decent home to come to each night.

Thank you for being a partner in this important mission. Please contact me with any questions or suggestions or to visit our build sites.

Best wishes,


David Mullin
Executive Director
dmullin@vermonthabitat.org
802-872-8726

*Todd - This grant is very important to building two homes for low-income families. Thank you!
Catherine Steus*



To: Todd Rawlings

L.B. a-d.

From: Amy Demetrowitz and Lee Buffinton, Champlain Housing Trust

Re: **Laurentide at Cambrian Rise- BHTF FY17 Closeout Report**

Date: 11/06/17

Champlain Housing Trust in partnership with Housing Vermont made significant strides in the development of affordable rental housing at Cambrian Rise, newly named "Laurentide", a building that will contain 76 apartments. The BHTF grant amount of \$200,000 requisitioned in December, 2016 and June, 2017 contributed toward various predevelopment expenses including acquisition, market study, appraisal, cost estimates, master planning, architectural and engineering services, consulting, permitting, and legal costs as detailed in the requisitions.

The following development progress has been made:

Funding:

We have obtained the following commitments for funding:

- BHTF (partial)
- City HOME funds (partial)
- NeighborWorks (partial)
- VHCB
- VHFA- Low Income Housing Tax Credits
- Energy incentives

Additional HOME, BHTF and NeighborWorks funding is being sought.

Permits:

All local and state permits, except for ACT 250, are now in hand. ACT 250 is pending and expected soon.

Design:

During the BHTF grant year we made good progress on our plans to develop 76 energy efficient, affordable apartments and parking in one 4-story building, including the development of plans and specifications suitable for funding and permitting applications. The apartments will include a mix of 1, 2 and 3-bedroom units targeted to households earning less than 50%, less than 60%, and less than 80% of AMI, as well as 18% set aside for homeless households. Construction drawings for Laurentide will be complete by December 31, 2017.

Development Strategy:

Instead of building in two phases as originally proposed, CHT and HV were able to secure funding commitments from VHCB and for tax credits that will allow us to build the entire 76 unit building all at once. Building in one phase has multiple benefits including a 10% (\$1.5 million) cost savings, bringing 76 new affordable apartments to the market more quickly and avoiding the inconvenience to residents of constructing an addition to their building.

Site Control:

In March, 2016 an Option Agreement was signed giving CHT site control.



Advancing Healthy Homes,
Caring Communities
& Positive Aging
since 1977



To: Todd Rawlings
From: Cindy Reid *CR*
Re: Juniper House at Cambrian Rise: BHTF FY17 Closeout Report & Disbursement Request
Date: 10/25/17

Cathedral Square has made significant progress on the development of Juniper House (at Cambrian Rise) during the time of the BHTF FY17 Grant Agreement. Please consider this report our Closeout Report, as well as our disbursement request for the full FY17 award of \$117,626.00.

During the period 7/1/16 to 10/31/17, we have made the following progress to advance the Juniper House project:

Name:

We named the building after Juniper Island, a nod to Eric Farrell's theme of geology/geography.

Funding:

We have obtained commitments for:

City HOME funds

25 Project Based Vouchers from BHA

Tax credit equity commitment from People's United Bank

We have had pre-application meetings and site visits with VHCB and VHFA.

We have submitted funding applications to:

TD Charitable Foundation (mid-November decision)

UVM Medical Center (mid-November decision)

FHLBB Affordable Housing Program (end December decision)

VHCB for Housing Bond and National Housing Trust Fund (end December decision)

Permits:

All local and state permits except for Act 250 are now in hand.

Public Hearings:

During the performance period of the BHTF Grant, there were several community meetings CSC participated in to update the public on the project, including Ward 4/7 NPA on 8/23/17; and Ward 2/3 NPA on 9/14/17. Act 250 meetings during this period included a pre-hearing on 7/10/17, and two hearings, one on 9/20/17 and one on 9/25/17. We await the Act 250 Commission's decision.

412 Farrell Street, Suite 100 | South Burlington, VT 05403

802-863-2224 | info@CathedralSquare.org | FAX 802-863-6661 | TTY/TTD 800-253-0191

CATHEDRAL SQUARE.ORG



Design:

We have made significant progress on our plans, and are moving forward with developing a 70-unit building (60 of the units being Inclusionary Zoning Units). The plans and specifications are permit sets, substantial enough for permits and funding applications. Once we have a tax credit award (April 2018) we will move forward with a construction set of plans, allowing us to begin construction in September 2018.

We commissioned Doug Kennedy Advisors to complete a project-specific Market Study for Juniper House, corroborating the strong market. "Given the project's orientation toward low/low-moderate income households, we feel that the market prospects are strong.... Our market-based estimates indicate that the project should be 100 percent leased-up within two months of initial occupancy."

Development Strategy:

There are many important reasons why building the Juniper House 70-unit building all at once makes the most sense. Rather than building in two phases, this strategy will save approximately \$1.2M – and in this climate of competitive scarce funding, that is a significant savings to the funding sources for affordable housing. The site is tight making staging and soil stockpiling more challenging with a two-phased approach. The Housing Bond through VHCB is available for three years. If CSC built one phase only, the likelihood of there being VHCB Housing Bond funding available is slim – presenting a significant risk. The availability of PBVs not only allows us to serve households <30% of AMI, but also leverages National Housing Trust Fund and VHFA long term debt. For these reasons and more, we are pursuing developing the building all at once.

Site Control:

The CHT parcel under option with BC Community Housing LLC is subdivided into two lots – Lot 2 for CSC's 70 unit building (Juniper House) and Lot 3 for CHT's 76 unit building (The Laurentide). In October 2017, CSC and CHT entered into an Assignment of Option Agreement for Lot 2, gaining CSC direct site control of Lot 2. CHT has paid the option deposit on both lots 2 and 3 to BC Community Housing LLC, and CSC is reimbursing CHT for Lot 2's portion of the option deposit.

Disbursement Request:

Attached is CSC's/CHT's Assignment of Option Agreement, providing CSC site control for Lot 2 in Cambrian Rise. We are reimbursing HVT/CHT \$192,000.00 in Option Payments plus \$3,188.84 in interest payments for a total of \$195,188.84.

We hereby request a disbursement of our award in full, or \$117,626.00, to support a portion of our Option Payment; 443,811.74 in architectural fees; \$3,275 for a market study, and \$8,035 in legal fees. All expense documentation is attached.

Thank you. Please let us know if you need anything further.



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PO Box 1616
Burlington, Vermont 05402

Tel: 802 864-7402
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www.cotsonline.org

March 9, 2017

Todd Rawlings
Housing Program Manager
City of Burlington Community & Economic Development Office
Room 32, Burlington City Hall
149 Church Street
Burlington, VT 05401

Dear Todd:

I am writing to request disbursement of \$25,000.00 from the Burlington Housing Trust Fund. This amount represents our FY17 grant for the 95 North Avenue project.

As outlined in our application, during the past year we have expended funds on the construction process to complete this project and we are looking forward to leasing the 14 permanently, affordable rental units this spring. *

Thank you for your prompt attention to this request, and please do not hesitate to call me with any questions you may have.

We are extremely grateful for the City of Burlington's continued support of this much needed and exciting project.

Warm regards,

Tamira Martel
Corporate and Foundations Relationship Manager
802-540-3084 ext.208
tamiram@cotsonline.org



CHAMPLAIN HOUSING TRUST



April 5, 2017

Todd Rawlings
CEDO
149 Church Street
Burlington, Vermont 05401

Dear Todd,

I am writing to request disbursement for our Burlington Housing Trust Fund capacity award of \$46,500 for FY 2017. The City's support of our work through the Trust Fund and its partnership with us on creating and preserving affordable housing in Burlington is critical to our work.

Capacity Funding report

The BHTF capacity award supported a significant amount of affordable housing promotion, preservation, education and development activities this year. Our work in FY 2017 includes:

- **Homebuyer Education Workshops, Financial Capabilities and other workshops such as Shared Equity Program information meetings.** From July 1, 2016 – March 31, 2017 a total of 411 households have attended our Home Buyer Education workshop or other workshops offered in Burlington by the HomeOwnership Center (HOC). This number represents 189 households who received group education for homebuyer education. Additionally the HOC provided individual counseling for over 280 households in the home buying process. And 108 households attended the Ready, Set, Rent! Orientation and most of these attended financial capabilities workshops and individual mentoring as well. The HOC provided Financial Capabilities education to 114 households through a series of 23 workshops: Understanding Credit, Money Management and Building a Better Budget. In addition, 201 households received information about the Shared Equity Program in a group format in the past 9 months.
- **Transition to Homeownership.** The HomeOwnership Center (HOC) assisted 62 households to successfully purchase a home between July 1, 2016 and March 31, 2017. Additionally, we have been pleased to see that many of our “Ready, Set, Rent!” participants seek out Home Buyer Education once they are firmly settled into their CHT apartment. We have found that CHT tenants who participated in RSR seem about 10 times more likely to come to HBE workshops and counseling. While we don't have a tracking mechanism in place, we know anecdotally that at least 4 RSR households have successfully purchased homes, and with the increase of RSR participants attending Home Buyer workshops we expect to see those numbers increase in the next year.



- **Redevelopment of Bright Street as a new Co-op.** D.E.W. Construction completed construction of this new 40-unit co-op in late August, 2016. After extensive recruitment and interviews of income qualified potential members, in September of 2016 the first co-op residents started moving in. By year's end nearly all of the 40 units were filled and the final unit was rented on March 1, 2017.
- **South Meadow redevelopment.** The 116 rental units were divided into two projects, a 64 unit tax credit affordable rental project to serve those with low to moderate incomes under 60% AMI and a 52 unit market rate rental project to serve those people earning over 60% AMI. By December, 2016 the rehabilitation of the buildings and various site improvements were nearly completed, with the exception of some exterior work that will be wrapped up when weather permits in the spring of 2017.
- **Former Burlington College land redevelopment now known as Cambrian Rise.** We are moving forward with this collaborative project with the City and Eric Farrell to develop housing of all types on the North Avenue parcel. We now have an option agreement for up to 76 affordable residential units to be constructed on the site. The Environmental Review is nearly complete and local permits are approved as of March, 2017. State permits are in process.
- **St. Joseph's School.** CHT has an option to purchase this Allen Street property from the Catholic Diocese in order to turn it into a community center, thereby giving stability to current tenants (Robin's Nest Children's Center, Association of Africans Living in Vermont, VNA and others) all of which provide vital services to the community. The City of Burlington Parks and Recreation Department will become new tenants and plan to expand their programs in the Old North End as well as offer a venue to create additional programming and services in this new community center. We've secured various sources of funding and continue to pursue other sources with a capital campaign underway. Phase 1 of the rehabilitation project has begun with construction of the new elevator for handicapped accessibility in progress.
- **322 St. Paul Street expansion of living space?** At the request of the Howard Center leasing 322 St. Paul as a group home, CHT undertook the design, permitting and construction of a new living room and porch addition to better serve the needs of clients. The construction is nearly complete, with some site work to happen when weather permits in the spring.
- **Engaging in planning processes.** CHT staff members have participated in various city discussions in support of more affordable housing in appropriate locations in Burlington as part of the Housing Action Plan, Inclusionary Zoning, and other efforts.
- **Preservation of existing homes and reinvestment to preserve affordability.** Several of our developments are approaching the end of their low income housing tax credit compliance period and need reinvestment to preserve affordability and to pay for much needed rehab work. At Burlington Rental Housing Improvement Project (BHRIP), Pearl Union SRO Housing LP, and ONE Housing we are working on capital and financing plans in order to preserve these existing, affordable rentals. At ONE BRHIP Lead paint testing in partnership with the City of Burlington Lead

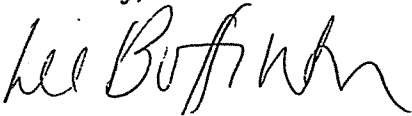
Program occurred in March, 2017. At Pearl Union SRO Housing a scope of work is being finalized and the process of hiring a project manager is underway.

- **Health and Housing.** With financial assistance from the UVM Medical Center CHT has purchased the Bel-Aire Motel in Burlington and has secured permits to change the use from a former motel to a multifamily property that will serve the homeless and those in need of a safe residence with services. Such measures are associated with a reduction in-hospital utilization. Rehabilitation of the Bel-Aire will begin in April, 2017.

CHT stewards over 850 permanently affordable apartments, cooperative homes, condominiums and single-family homes within the City limits. We also manage 80 SROs or apartments in Burlington in collaboration with other social service agencies that provide support for those with special needs. The Trust Fund's capacity funding provides us with important funding in support of our mission to provide these households with stability and security in their housing.

Please let me know if you have any questions or need anything else for this requisition.
Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Lee Buffinton". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

Lee Buffinton
Real Estate Development Administrator
Direct Line: 861-7308

BURLINGTON HOUSING TRUST FUND COTS Waystation – Capacity Grant Report

*Submitted by the Committee on Temporary Shelter
June 14, 2017*

In the fall of 2016 the Burlington Housing Trust Fund (BHTF) provided \$7,500 to support COTS overnight emergency shelter for single adults the Waystation. During our most recently completed fiscal year (October 1, 2015 to September 30, 2016), the Waystation achieved the following outcomes:

During COTS last fiscal year, the Waystation provided services to 223 unduplicated individuals, ranging from 18 years old to over 70 years old. Men accounted for 63 percent of the guests; 35 percent were women and 2 percent were transgender. Individuals in need of COTS services are the most vulnerable members of our community, and fall far below the standard poverty level. Ninety-eight percent of guests at the Waystation during this time period were considered “extremely low income” earning 30 percent or less (\$17,650) of the area median income as defined by HUD.

- 223 unduplicated individuals received emergency overnight shelter;
- 223 unduplicated individuals received referral for support services through COTS case management and other community services;
- 223 unduplicated individuals received referrals for TB tests and general health screening;
- The Waystation had an average of 35 guests per night which is the same as capacity rate as the previous year;
- Waystation guests stayed an average of 57 nights which is the same as the previous year;
- 190 nights of overflow emergency shelter.

The Waystation staff works closely with numerous programs within COTS as well with community partners to help guests get stabilized and return to self-sufficiency. One of our case managers shares her personal experience with a recent Waystation guest. Her story illustrates how COTS breaks the fall for people in need and helps them get back on their feet:

“Ruth” had returned to her home state of Vermont after fleeing an apartment complex in another state that was riddled with violence and drug-related crime. “Ruth” was so frightened that she left behind her belongings and owed a significant amount of rent after her hasty move. “Ruth” chose to return to Vermont to live with her sister. Unfortunately, that was not an option, and “Ruth” came to the Waystation seeking shelter and help.

"Ruth" and her COTS case manager began a housing search and completed an application for a wheelchair-accessible, senior housing facility in the area. "Ruth" did a great job with the essay portion of her application where individuals are instructed to explain why they would like the facility to consider them for tenancy. Luckily, they had an opening for a wheelchair-accessible unit as "Ruth" was currently using a walker, but has at times required a wheelchair. The facility was willing to consider her for an accessible apartment, telling us that this was only the second time in their history that someone not already residing in the building had been given this opportunity. First, though, she needed to resolve the debt with her former landlord and show concrete evidence of this resolution.

We next contacted COTS' Housing Resource Center's manager who quickly assisted with contacting the landlord and negotiating a settlement and helped pay a significant portion of "Ruth's" debt. "Ruth" paid the remainder, leaving her savings significantly diminished, but she was now able to move into her new apartment with adequate proof that her debt was resolved. "Ruth" moved into her apartment, despite not having much in the way of resources or furniture.

On "Ruth's" lease-up day, the facility told her that another resident would be moving on to a higher level of care and their family was donating all of their furniture, including a nearly new bed! It was "Ruth's" for the taking, she just needed to wait a few more days and then move it into her unit. "Ruth" patiently waited a few more days in shelter. The COTS case manager arranged with two colleagues at the Daystation, one of whom is a volunteer who came in on his day off to make this happen. "Ruth" now had a bed, a nightstand, a couch, a dining set, pots and pans, dishes, and a host of cleaning and miscellaneous household necessities, all for free. We also were able to access the Chittenden Emergency Food Shelf for groceries on move in day to get "Ruth" enough groceries to last her for at least a month.

BURLINGTON HOUSING TRUST FUND
COTS Housing Resource Center – Capacity Grant Report

Submitted by the Committee on Temporary Shelter
July 5, 2017

In the fall of 2016 the Burlington Housing Trust Fund (BHTF) provided \$7,500 to support COTS homelessness prevention and rapid re-housing program the Housing Resource Center. During the most recently completed state fiscal year (July 1, 2016 to June 30, 2017), COTS Housing Resource Center achieved the following outcomes:

- We provided assistance to 416 unduplicated households; 72 percent of approved applicants received prevention assistance while 28 percent received rapid rehousing assistance;
- This affected a total of 980 individuals – including 420 children;
- Of those assisted, 90% remained stably housed 90 days after receiving assistance from the Housing Resource Center and 85% remained stably housed 180 days after receiving assistance;
- Average dollar amount of assist per household: \$1,034.08 compared with an average assist of \$1,022.01 per household for the previous year;
- AMI 83% of clients were under 30% AMI, 15% were between 30-50% AMI, 2% 50-60%AMI;
- Every low-income household that sought assistance from the Housing Resource Center was referred to comprehensive housing resources (such as housing search assistance, free credit checks, and assistance with applications for 3SquaresVT and other financial support services);
- We leveraged public money with private money to provide direct services for clients.

During COTS 2016 fiscal year (October 1, 2015 to September 30, 2016), we dispersed more than \$444,691 (see table below) in financial assistance to stabilize at-risk households residing in public, not-for-profit, and private housing in the greater Burlington area. Our strategy to leverage public money with private funds helps preserve access to housing and scarce housing subsidies in our area.

Housing Entity	Total Amount Paid in FY16
BHA	\$24,141.75
Cathedral Square	\$3,009.00
CHT	\$91,935.90
E.P. Management	\$5,088.00
Fern Hill	\$1,186.00
Keens Crossing	\$1,066.00
Lund	\$669.00
Northgate Apts.	\$3,333.00
VSHA	\$3,651.23
Local Public Housing Authority	\$6,545.55
OTHER-Private	\$304,066.56
Total	\$444,691.99

The following stories help illustrate how COTS Housing Resource Center (HRC) breaks the fall for people in need and helps them get back on their feet:

- “Maggie” was working as a nurse at a large private medical practice when her hours were cut. Shortly after that, office branches began to close, and it was not long before the entire practice she had worked at for three years closed for good. As a military veteran and single mother of three young girls, “Maggie” began feverishly applying for other nursing positions as well as accessing local resources for veterans. She was given small amounts of assistance here and there to keep her afloat until her unemployment insurance began, but she soon found her unemployment benefits were not enough to cover the monthly expenses for herself and her three girls. A HRC housing specialist met with “Maggie” to assess her situation and determined that she was eligible for assistance through COTS HRC. COTS would subsidize half of “Maggie’s” rent for the next three months while she secured new employment and developed a plan to get back on her feet. “Maggie” came in to meet with a HRC housing specialist on a monthly basis to help her set goals and improve her budgeting skills. “Maggie” applied for dozens of jobs every week, but initially found it challenging to secure a new nursing position. By the end of the three months, “Maggie” had achieved all of her goals including enrolling in a training program to fulfill a lifelong ambition to become a paralegal. Toward the very end of her subsidy period, “Maggie” found employment as a nurse. She is also on her way to becoming a paralegal. She and her three children continue to live comfortably in their home.
- “Barry” came to COTS after a painful back injury left him unable to work for some time. With no income coming into the household, he was behind on his rent. “Barry’s” landlord felt he was a good tenant and did not want to evict him, but needed to receive the back rent or he and his family would have to vacate the unit. Due to a slow recovery, “Barry’s” doctor ordered him to not work for the next two months, which meant that he would fall further behind on his rent and other financial obligations. With money from private donors, we provided “Barry” with a three-month rental subsidy so he would be able to recover from his injury and stay in his home. Over the next few months while recovering, “Barry” attended credit and budgeting classes through the Champlain Valley Office of Economic Opportunity’s Financial Futures program. Each month “Barry” would meet with his housing specialist to discuss the challenges he was facing during his recovery and how best to overcome those obstacles. During that time, the housing specialist also discussed with “Barry” how his injury might impact his professional future and how he could improve his long-term financial stability by considering a different career path. At the end of the three months, he was still struggling with his medical issues, but was able to return to work and begin envisioning a new future.



35 years

June 2, 2017

Todd Rawlings
Housing Program Manager
Community & Economic Development Office
149 Church Street, Room 32
Burlington, VT 05401

Dear Todd,

Please find attached our report for the Burlington Housing Trust Fund grant for FY 17. Please note that in order to meet your requisition deadline of June 15 these numbers are through May 31, 2017.

We this submission we formally request payment of \$7,500 for capacity funding for HomeShare Vermont under the terms of the grant agreement with the City Of Burlington.

I have also included a paper that I wrote which I think you might be interested in. It was an analysis of the online surveys that we did with AARP, Cathedral Square and SASH where we had four specific questions about homesharing. Our staff and Outreach Committee will be reviewing this data over the summer and looking to see if we can find new ways to encourage people to share their homes.

In August we will send you a copy of our annual Outcomes Report which is just getting underway. This report is based on surveys and interviews and surveys of all matched participants using a results based accountability (RBA) methodology.

Sincerely,

[Signature]
Kirby Dunn
Executive Director

PER 6/13/17 EMAIL, HOMESHARE
MATCHED 57 BURLINGTON RESIDENTS:
22 HOSTS AND 25 GUESTS.

Our mission
is to improve lives
and communities by
bringing Vermonters
together to share homes.

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WHOLE HOME COMMUNITY DEVELOPMENT

412 Farrell Street, Suite 300
South Burlington, VT 05403
Phone: (802) 863-5625
HomeShareVermont.org



FY 17 Year-End Report
To the City of Burlington Housing Trust Fund
From HomeShare Vermont

July 1, 2016-May 31, 2017

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

Persons Served

This year to date we worked with a total of 165 Burlington residents. Of these, 52 were looking to share their home (HomeShare Hosts) and 113 were looking for a place to live (HomeShare Guests).

Rent & Service in Homesharing

In FY 2017, the average rent for all Burlington homesharing matches was \$230/month with 33% of those matches charging no rent at all. In exchange for this reduced rent Burlington Hosts received approximately 5,900 hours of service and \$29,000 of rental income to help make ends meet. Service hours can be anything from yardwork, driving, meal preparation, to dog walking, etc.

CHALLENGES

Sharing your home with a stranger is a hard thing to consider doing, especially as you are aging. In Burlington this year we had four times as many applications from potential homeshare Guests than from Hosts. Encouraging more people to consider sharing their home continues to be one of our greatest challenges. For most people it is not yet a lifestyle choice. However, we are expecting that the boomer generation will be more open to sharing a home as they have had that experience earlier in life and it fits with their social goals and ecological lifestyle.

We are working with AARP, Cathedral Square and SASH on a marketing project which we are hoping to develop new marketing and outreach ideas. Some preliminary survey data is currently being reviewed and we have good insights into the perceived barriers. I am attaching a paper that we shared at the recent International HomeShare Congress based on these survey results. We hope to follow these surveys up with some focus groups to get more detailed feedback on incentivizing homesharing.

Last year we raised our maximum rent in order to encourage more homeshare hosts. However, we have found that potential guests are not able to pay these increased rents so we have not been successful in making these matches and are re-evaluating this issue.

We will continue to focus on our outreach efforts on increasing our pool of HomeShare Hosts.

Communication and Marketing Workshop

By Kirby Dunn, HomeShare Vermont, USA

At HomeShare Vermont we have three times as many people looking for housing as we have homes available. We are limited in the numbers of people we can help by the number of homes we have and therefore we need to get more people to consider sharing their homes. We needed to understand what marketing messages can help us do this.

Earlier this year HomeShare Vermont along with AARP, an aging advocacy organization, and a local senior housing provider created an online survey using Survey Monkey. Each organization designed specific questions we wanted to ask regarding aging and staying at home. The survey was sent out to our various email lists over a four week period to people age 45 and over within a specific geographic area. We received 348 responses to the survey.

HomeShare Vermont asked four questions in the survey to learn if people understood what homesharing was and what barriers or problems they associated with homesharing as a way to stay at home. We also hoped the survey would help to educate people about homesharing.

The survey questions included:

1. The majority of older adults want to stay in their homes for as long as possible, and many would consider a "homesharing" arrangement to allow them to stay in their home as they age. Which of these statements best describes homesharing?
2. Would you consider sharing your home as a way to help someone else?
3. What would be your biggest concern about sharing your home?
4. HomeShare Vermont provides a number of services to people to homeshare. If you were to consider sharing your home, rank the services from HomeShare VT in order of importance.

The results of the survey showed:

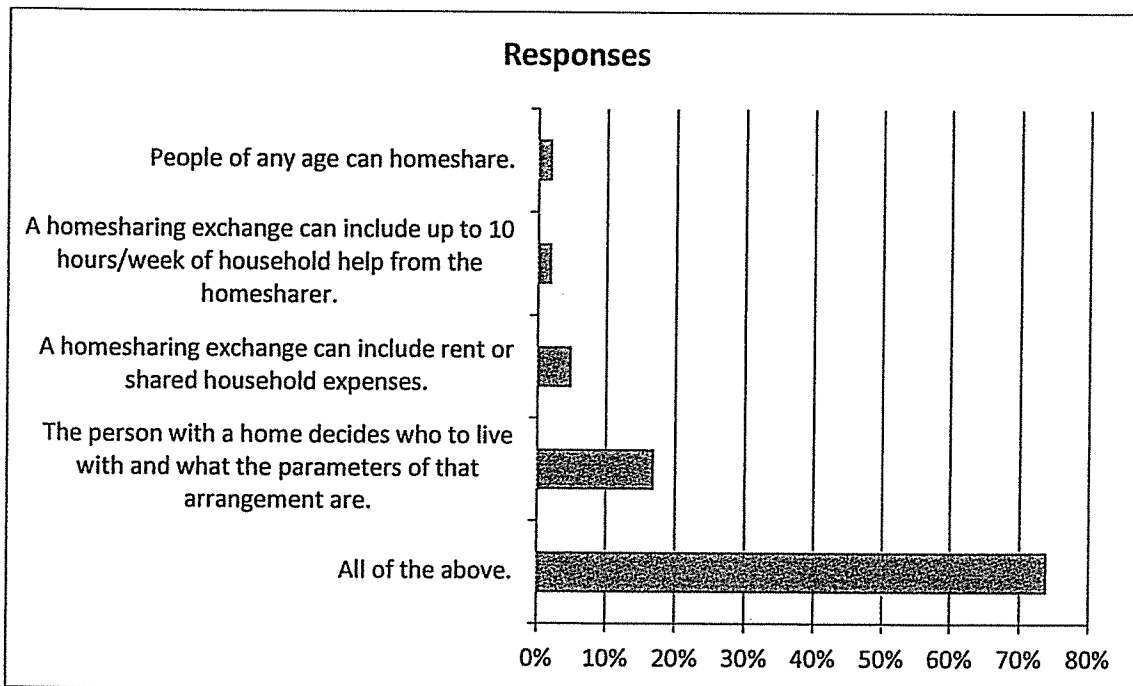
1. People did have a good knowledge of what homesharing is. However, some people may have the misconception you have to own a home to share it.
2. Most people don't want to share their homes and the older they get the less they want to consider homesharing.
3. Privacy, compatibility and safety are the biggest concerns about sharing.
4. Screening services are viewed as the most important services provided by HomeShare Vermont.
5. More work needs to be done around "helping others" as a marketing message.

Responses to Specific Questions

Question 1 looked at what knowledge people had about our services. Of those who responded 74% answered this multiple choice question correctly and were considered very knowledgeable about what homesharing is.

Question 1: *The majority of older adults want to stay in their homes for as long as possible, and many would consider a homesharing arrangement to allow them to stay in their home as they age. Which of these statements best describes homesharing?*

Answered: 291

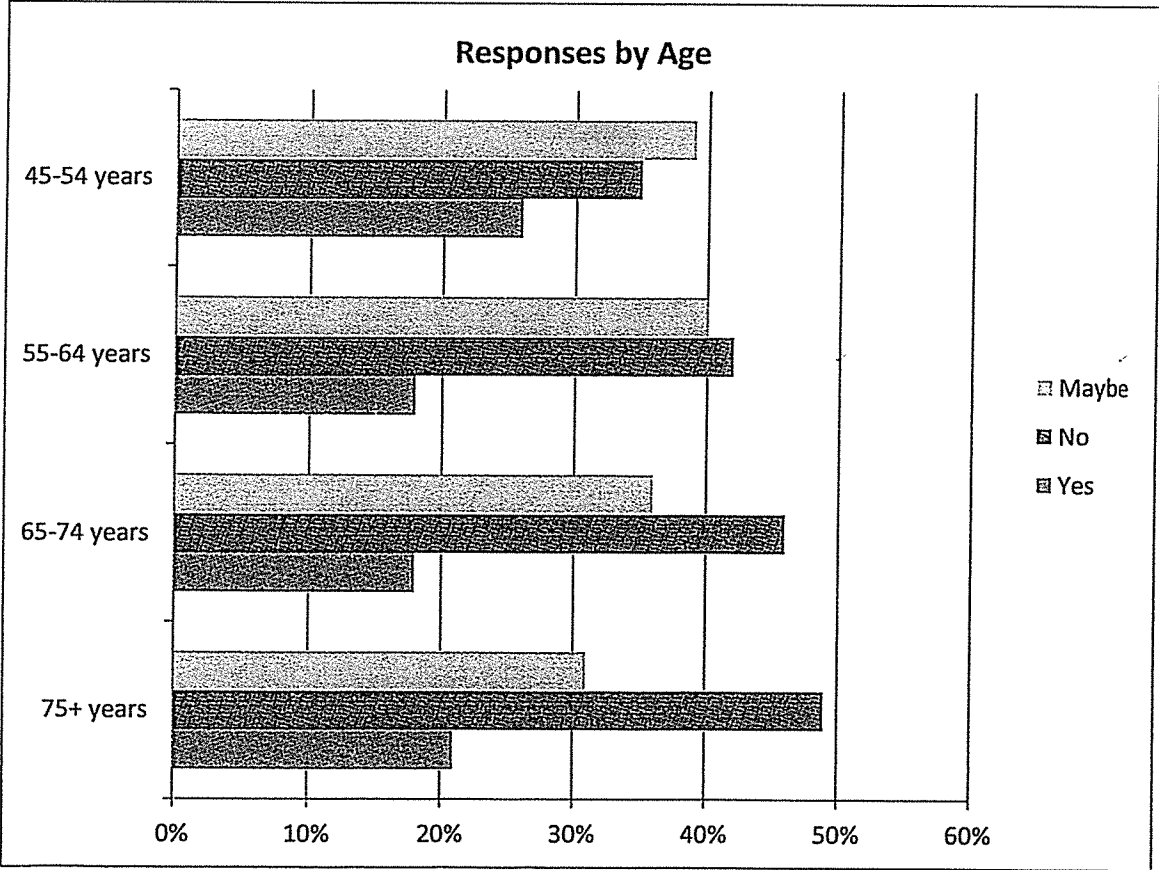
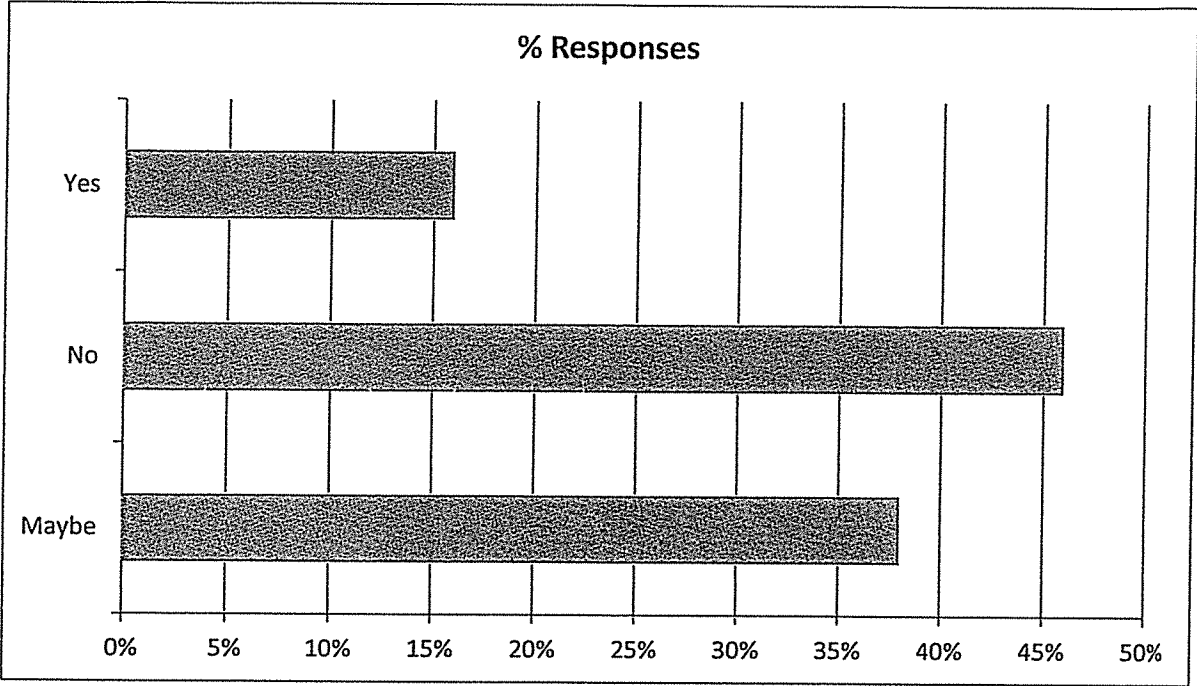


Question 2 asked if they would consider homesharing as a way to help someone else. This is a marketing message we are exploring and is a very different message than what we have done in the past. Of the 298 people responding, only 16% said “yes” and 38% said “maybe.”

We then looked at these results based on age. In terms of age, the higher the age the more likely they were to say “no” or “maybe” to considering homesharing as a way to help others. The youngest category (45-54 years) showed the highest yes responses followed by the oldest category (75+ years).

We hope to follow up with focus groups of those answering *maybe* to better understand their responses and to develop a marketing message around the concept of helping others as a reason to homeshare.

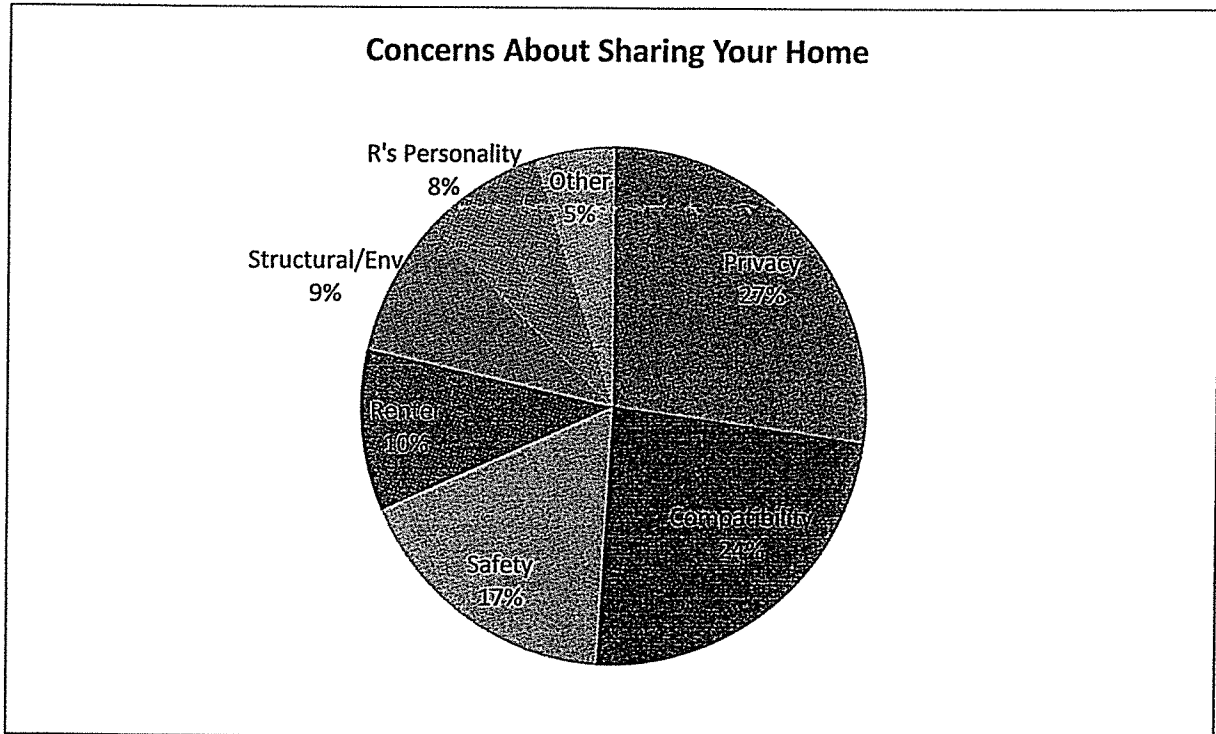
**Question 2: Would you consider sharing your home as a way to help someone else?
 Answered: 298**



Questions 3 was the most interesting. It was an open ended question that asked what would be their biggest concern about sharing their home. Let us dig into those responses as they will give us some excellent direction in how to market our services to address concerns people have about sharing their homes.

Question 3: What would be your biggest concern about sharing your home?

Answered: 275



A total of 275 respondents answered this question. For those who included several items in their answer we included only the first response. People who said they were homeless, only had one bedroom, etc. were included in Not Applicable (N/A) and not included in these totals.

Privacy was the greatest response. (27%)

Compatibility included a number of different types of responses including lifestyle, the type of person they would want or not want and overall concerns about living with a stranger. (24%)

Safety was the third highest but a number of folks who said privacy also said safety. (17%)

Renter was an interesting category. These responses noted they rented or they didn't own a home. By the large number of these responses we believe that people think that you can't share your home if you rent. (10%)

Structural/Environmental were the responses related to the size or shape of the housing they had and that it wasn't good for sharing as it was too small, had one bathroom, etc. (9%)

Respondent's personality included those who said they didn't want to live with anyone as they were hermits, they didn't want to lose control, etc. This is almost like not applicable (N/A) as they are basically saying they can't or won't share. (8%)

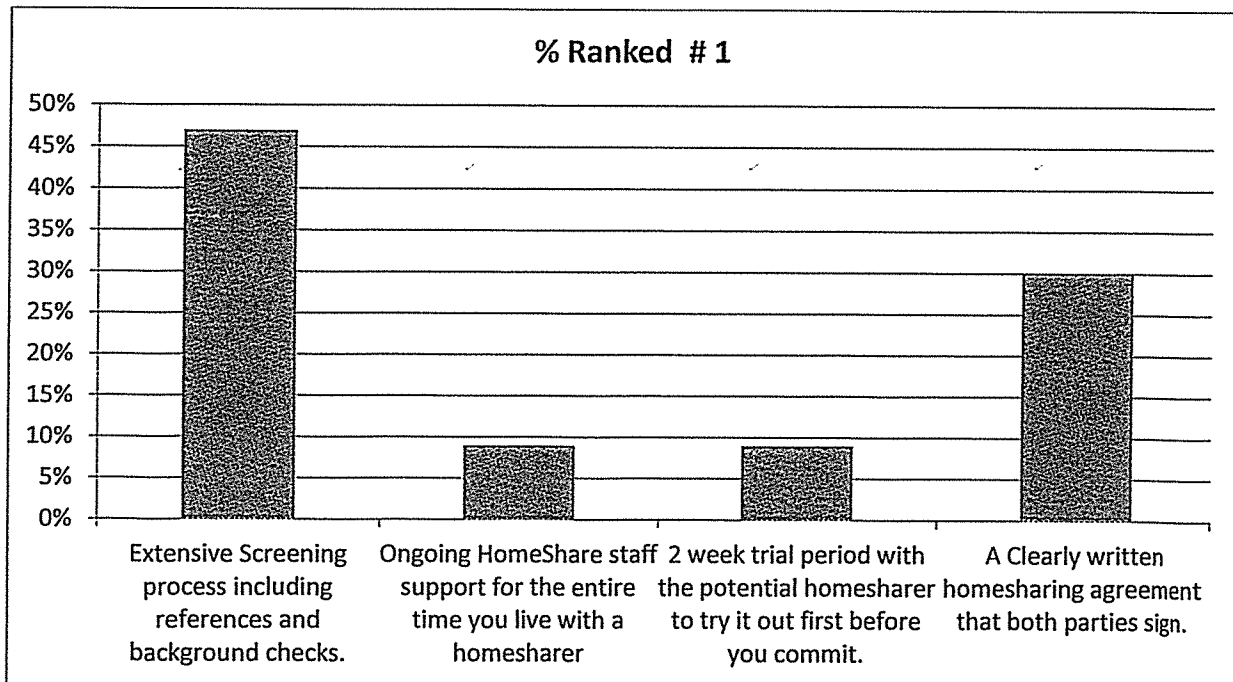
From these results we have the topics that should be addressed when discussing potential homesharing arrangements and in marketing our programs. First, privacy is a huge overall concern. Encouraging matches to be respectful of privacy concerns and to ask about this during the interview and include it as part of the match agreements may help people consider sharing their home. Thinking about house rules in terms of privacy such as when guests can visit, quiet hours, kitchen, TV, bath times, etc. can be ways to make people feel like they are maintaining their privacy.

Compatibility and safety are all about our screening and matching process. That is what we do. We need to tell people all the things we do to ensure safety and compatibility.

Lastly, we have to let people know that they can share their home even if they rent as long as they have a separate bedroom and we follow the rules of the landlord.

Question 4 asked people, if they were to share their home, to rank the services we provide in order of importance. Of the 279 people who answered this question, nearly half responded that an extensive screening process was the most important service followed by a clearly written homesharing agreement, then the trial period and then ongoing support from staff. Again, we see that screening is a key service that people want from a homesharing organization.

Question 4: HomeShare Vermont provides a number of services to people to homeshare. If you were to consider sharing your home, rank the services from HomeShare VT in order of importance.
Answered: 279





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MEMORANDUM

TO: Housing Trust Fund Administrative Committee
FROM: Marcy Esbjerg, Assistant Director, CEDO
DATE: November 10, 2017
RE: Report on HTF Grant FY 17

The Community & Economic Development Office, in conjunction with community partners of Burlington Housing Authority, Winooski Housing Authority and Champlain Office of Economic Opportunity received **\$11,630** in capacity grant funds to administer the Chittenden County's Affirmatively Furthering Fair Housing Project. Although this request exceeds the usual amount given by the Housing Trust Fund for Capacity Grants, this project spanned two fiscal years. The final submitted report to HUD occurred on 10.3.17.

With the funds, the City retained an AmeriCorps member to take the lead in a robust community outreach strategy which included an online survey, meetings with non-profits, focus groups with members of protected classes, large events like MLK Day at ECHO and World Refugee Day as well as NPA and other 'public' forums.

The Assessment of Fair Housing (AFH) is a legal requirement that the City and Housing Authorities must complete in order to continue receiving federal housing and community development funding from the United States Department of Housing & Urban Development (HUD). The AFH is an analysis undertaken pursuant to 24 CFR Part 5.152 that includes an analysis of fair housing data, an assessment of housing issues and contributing factors, and identification of fair housing priorities and goals specific to Burlington and our surrounding area. Examples of fair housing issues include local and regional demographics related to segregation, racially and ethnically concentrated areas of poverty, access to opportunity, disproportionate housing need, publicly supported housing, accesses to housing by persons with disabilities, and fair housing enforcement.

For purposes of this document, the City is considered Burlington, Vermont, a jurisdiction in receipt of both Community Development Block Grant and HOME funds. The Region, by HUD definition, is considered Chittenden, Grand Isle and Franklin Counties.

The City partnered with both the Burlington Housing Authority and the Winooski Housing Authority for this 2017 Assessment of Fair Housing. Information on the demographics, locations, disparities, in terms of protected classes for both agencies is explored in two sections.

The format for the Assessment of Fair Housing is a new initiative for HUD. In fact, Burlington is among the first 6 communities in New England to participate in this new assessment.

The document includes a section on community participation and outreach, a review of past goals and progress, a fair housing analysis covers demographics for both the City and the Region, an analysis of data and contributing factors to fair housing issues, disparities in access to opportunity, disproportionate housing needs, publicly supported housing analysis, and an analysis of our community's fair housing outreach and enforcement. The Assessment concludes with recommendations, goals and clear metrics for the City and its partners to affirmatively further fair housing.

A Public Hearing on this Report was conducted at the City of Burlington City Council meeting on September 18, 2017. The Report has been posted online at www.burlingtonvt.gov/CEDO and also on the Burlington Housing and Winooski Housing Authorities websites for public review and comment. Highlights of the Report are described below:

Key population trends for the City include:

- An increase in the foreign-born, female and non-white populations.
- A decrease in the number of families, white, 65+ populations.

Key population trends for the Region include:

- An increase of racial and ethnic diversity at a slower pace than the City
- An increase of the 65+ population
- A decrease in number of families

Fair housing issues:

- Segregation/Integration levels do not rise to the level of segregation concerns in either the City or the Region; increasing trend of segregation between White and Non-white population since 1990.
- Population density maps based on National Origin and Limited English Proficiency (LEP) show evidence of segregation in Burlington.
- Areas in Burlington showing the highest density of Non-white populations also have the highest percentage of renter-occupied housing.
- No racially or ethnically concentrated areas of poverty (R/ECAPS) located in Burlington or the Region.
- Disparities in access to opportunity
 - Disparities in access to proficient schools among racial/ethnic groups for those living in poverty than the populations as a whole;
 - Blacks living below the poverty line live closer to where they work and have higher levels of labor engagement than any other race;
 - Access to transportation is higher within Burlington than in the region as a whole;
 - Black populations have higher exposure to poverty than any other population;
 - Exposure to poverty is higher within Burlington than in the Region.
 - Low disparity between access to environmentally healthy neighborhoods overall, although more disparity exists when considering only those below the federal poverty line, suggesting a socioeconomic factor.
- Disproportionate housing needs

- Within Burlington, Black households experience the highest rate of housing problems;
- Native American households experience the highest rate of *severe* housing problems.
- Within the Region, Asian or Pacific Islander households experience the highest rate of housing problems, both in general and *severe*.
- Housing burden seems to be spatially correlated to areas with higher non-white population densities.
- Almost 25% of the Burlington population experiences a severe housing cost burden compared to 15% in the Region.
- Housing cost burden continues to be the most significant issue faced by both protected classes and others.
- Disability and access
 - Six types of recorded disabilities noted with cognitive difficulty being the most prevalent disability in Burlington.
 - Ambulatory disability follows very closely as the next prevalent disability.
 - On a regional level, ambulatory disability is the most prevalent followed by cognitive disability
 - Disabled populations appear to cluster around more developed areas; however, there does not appear to be any major geographic patterns for individual disability types.
 - The number of ADA accessible units within publicly supported housing appears lower than the need
- Publicly Supported Housing
 - A higher percentage of non-Whites live in PHA managed properties than the percentage of non-Whites in the population as a whole
 - Half of the residents living in BHA managed properties have a disability
 - Properties with concentrated racial/ethnic populations correlate with properties with family units with more than 2 bedrooms

Under the section on Fair Housing Enforcement, Outreach Capacity and Resource Analysis, information regarding the fair housing activities of Vermont Legal Aid under the Fair Housing Initiative Program, Champlain Valley Office of Economic Opportunity (CVOEO) Fair Housing Project and the Human Rights Commission is shared. The local programs are granted funded and therefore limited to the procurement of these additional funds.

In the final section of the AFH, Fair Housing Goals and Priorities, the City and its partners outline the contributing factors toward local fair housing issues, prioritize the factors and establish goals to address each fair housing issue. The goals to affirmatively further fair housing are:

1. Increase affordable housing opportunities
2. Maintain/preserve affordable housing
3. Assist income qualified households to maintain housing
4. Increase employment opportunities
5. Increase educational opportunities

6. Support Fair Housing education and outreach

CEDO thanks the Housing Trust Fund Administrative Committee for this capacity grant to enable the City of Burlington to complete this critical report for HUD. HUD has 60 days to respond to our report and ask for revisions or accept it.