

CITY OF BURLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT - 2019 APPLICATION
Application must be no more than 9 total pages (including cover page) with 12 point font.
Refer to NOFA for required information for each question.

Project Name: ReSOURCE YouthBuild

Project Location / Address: 339 Pine Street, Burlington VT 05401

Applicant Organization / Agency: ReSOURCE: A Nonprofit Community Enterprise

Mailing Address: 329 Harvest Lane, Suite 200, Williston, VT 05495

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Contact: Jessica Gandini

Title: Grants Administrator

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EIN #: 03-0326293

DUNS #: 784197477

CDBG Funding Request: \$15,000

Total Estimated Program/Project Cost: \$688,888

Grant Duration: mark one ☒ 1 Year ☐ 2 Year

(Only Public Service programs with a focus on Early Childhood Ed/Child Care, or Youth Services are eligible for 2 year grant this year)

Development: mark one ☐ Economic Development ☐ Construction

Public Service: ☐ Early Childhood Ed/Childcare ☒ Youth Services ☐ Health ☐ Econ Opportunity
(Mark one)

1. Type of Organization

☐ Local Government

☐ For-Profit Organization

☐ Faith-Based Organization

☒ Non-Profit Organization (please provide copy of your
IRS 501(c)(3) tax exemption letter)

☐ Institution of Higher Education

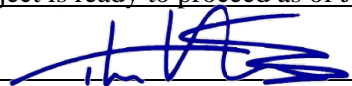
Certification

To the best of my knowledge and belief, data in this proposal are true and correct.

I have been duly authorized to apply for this funding on behalf of this agency.

I understand that this grant funding is conditioned upon compliance with federal CDBG regulations.

I further certify that no contracts have been awarded, funds committed or construction begun on the proposed program, and that none will be prior to issuance of a Release of Funds by the Program Administrator. In addition, this project is ready to proceed as of July 1, 2019.



Signature of Authorized Official

Thomas Longstreth

Name of Authorized Official

Executive Director

Title

01/14/2019

Date

I. Demonstrated Need

1. What is the need/opportunity being addressed by this program/project and how does that contribute to CDBG's national objectives? *

This project contributes to national CDBG objectives by providing direct benefits to low and moderate-income persons through ReSOURCE's YouthBuild training program, and the weatherization housing service work completed during the program. ReSOURCE YouthBuild students are among the 6.7 million young adults ages 16 to 24 who are neither in school nor working. These are the students who fall through the cracks of the traditional education system and need a path to complete their education and build their future. According to the US Census 2016 American Community Survey, Chittenden County had 11% unemployment rates for young adults ages 16 to 24. Despite the low 2.8% unemployment rate for all ages statewide, the unemployment rate for those without a high school diploma is still more than double that at 6%. Getting a high school diploma or equivalent is a critical first step to success for Vermont's youth—both for getting and keeping a job. ReSOURCE YouthBuild provides a path for this as well as industry recognized certifications. ReSOURCE YouthBuild operates in Burlington and Barre, VT. Burlington, Vermont's largest city, is the regional hub of Chittenden County and has a crisis of affordable housing with a high rent burden above the national average. This old housing is poorly insulated and results in drafty, dangerous homes that families struggle to heat resulting in onerous energy cost burdens.

Evidence of Need¹	Burlington	U.S. Avg.
Housing built prior to 1939	40.7%	12.6%
Housing built prior to 1979	20.7%	26.5%
% of Households receiving Food Stamps	16.1%	13%
Owners spending more than 30% of household income on housing (SMOCAPI)	31.6%	30.8%
Renters spending more than 30% of income on housing	57.6%	51.1%
Med gross rent as % of household income	33.7%	30.6%

ReSOURCE YouthBuild supports low and moderate-income Vermonters who do not qualify for federal or state support and cannot afford the upfront cost necessary to improve the performance of their home in terms of health, comfort and cost to ensure an affordable and stable cost of living. By preserving and upgrading existing housing, we will also aid in the prevention or elimination of slums and blight and, through service work on public facilities, contribute to the neighborhood revitalization strategy.

II. Program/Project Design

1. Give us a short summary (2 sentences) that describe the program/project.

ReSOURCE YouthBuild is a ten month alternative youth training program benefiting low-extremely low-income Burlington residents. Participants demonstrate vocational mastery, earn their high school diploma, complete Personal and Professional Development training, and through their weatherization and construction work, at-risk youth are trained in fields providing livable wages and increased demand for skilled workers.

2. Explain why the program activities are the right strategies to use to achieve the intended outcomes. Why is the program designed the way it is? (cite evidence, best practices, or community input)*

ReSOURCE YouthBuild's program activities and benefits are the right strategies to achieve our goals because of the dual impact provided for low-income Burlington residents. Our program not only benefits low-income Burlington youth with valuable job-skill training that has a strong community impact, but

¹ Source: U.S. Census Bureau, American Community Survey 5-Year Estimates

also completes affordable housing and weatherization work to Burlington’s aging housing stock which further positively impacts low-income Burlington residents. Through this work, ReSOURCE partners with housing agencies, such as CVOEO, for client/project referrals and supports community members of low and moderate income who do not qualify for federal or state support and cannot afford the upfront cost necessary to improve the performance of their home in terms of health, comfort and cost to ensure an affordable and stable cost of living.

3. How will this program/project contribute to the City’s anti-poverty strategy?

This project reduces the number of people living in poverty and directly contributes to two key components of the City’s anti-poverty strategy including: (1) “EO 1.4 Reduce Economic Barriers - Access Resources”: Under this goal, the City will support programs for LMI households to access additional resources like tax refunds, savings accounts, and job training. ReSOURCE YouthBuild targets 16 to 24-year-olds who have left traditional high school, are economically disadvantaged, and have other barriers to employment. By empowering at-risk youth, teaching them new skills (including financial management), and supporting the completion of their high school education, ReSOURCE is providing access to the resources leading to gainful employment. Each year over 95% of YouthBuild graduates become employed and increase incomes.

ReSOURCE YouthBuild also contributes to (2) “SL 1.2 Provide Public Services”: Under this goal, the City will support agencies providing public services in the areas of youth, health with a focus on the opioid epidemic, and emerging city needs. According to “Youth At Risk: Prevention Cannot Wait” “The discussion of [drug abuse] prevention is somewhat limited... [however, one can conclude] that programs might be more successful if they were to address a range of adolescent problems including social skills training...and were combined with broader programs that include job training.” ReSOURCE YouthBuild provides Vermont’s youth access to resources that reduce economic barriers and provide community engagement through gaining both job and life skills training and industry recognized certifications that lead to promising career pathways.

4. How do you use community and/or participant input in planning the program design and activities?*

ReSOURCE's Policy Committee is elected by fellow participants and meets bi-weekly with the Program Director and once quarterly with the Executive Director. The Policy Committee administers disciplinary rules and regulations, and assists staff with program design, evaluation, and partner selection. ReSOURCE gains community input from employers and uses this information to tailor the training program structure and curriculum to meet employer needs. ReSOURCE’s Board of Directors also helps the organization gain community feedback. All Board members provide relevant expertise, experience, knowledge, and community connections for all ReSOURCE programs.

III. Proposed Outcomes

1. What are the intended outcomes for this project/program? How are people meant to be better off as a result of participating?

August 2019	Enroll new YouthBuild Crew (3 Burlington resident students) Provide weatherization and energy rated home construction training (ongoing)
September 2019	Provide OSHA-10 & NCCER Certifications (for fall enrollees)
February 2020	Enroll new YouthBuild Crew (3 new Burlington resident students overlap with existing crew)
May 2020	Provide OSHA-10 & NCCER Certifications (for spring enrollees) Provide weatherization and energy rated home construction training (ongoing)
June 2020	Complete YouthBuild training, hold Graduation ceremony

Our outcomes (listed above & below) show that the students that complete YouthBuild, no matter what barriers may exist at the start, are very likely to obtain their high school degree and get placed into employment. This tells us that students are better off due to this program; ReSOURCE YouthBuild

provides greater opportunities in the future to any youth who participate. Less quantifiable, but equally important measures of success for our ReSOURCE YouthBuild program is that each participant has an increased self-confidence by learning how to navigate a variety of situations. Not only is it a goal of our program to overcome the barriers to academic and professional success, but also address the personal barriers of each YouthBuild student on a case-by-case basis.

2. List your goals/objectives, activities to implement and expected outcomes (# of units, # of individuals, etc.)

ReSOURCE YouthBuild Annual Outcomes (Burlington & Barre Programs)	YouthBuild Goals 2018-2019		Burlington YouthBuild Residents	
Enrollment	30		6	
Graduates	20	67%	4	~76%
High School Degrees Earned	18	90%	5	~87%
NCCER Construction Certification (of graduates)	20	100%	4	100%

IV. Impact / Evaluation

1. How do you assess whether/how program participants are better off? Describe how you assess project/program outcomes; your description should include: what type of data, the method/tool for collecting the data, from whom you collect data, and when it is collected. *

ReSOURCE uses pre- and post-testing data (TABE) to measure academic progress, employment information (wage rate, employment status), and attainment of high school degree & industry recognized skill certifications to obtain objective measures of forward progress and success. Data is collected at the start and end of the program, and from graduates at 3-, 6-, and 12-months following graduation.

2. How successful has the project/program been during the most recent reporting year for your CDBG project? Report the number of beneficiaries you intended to serve with which activities (as noted in your last Attachment A) and your final outcomes (as noted on your Attachment C) from June 2018 (or June 2017). For non-CDBG participants – report on your achievements from the previous year.

ReSOURCE YouthBuild Annual Outcomes	Goals 2017-2018		Outcomes 2017-2018	
Applicants	40			
Selected for enrollment	35			
Enrolled	30		26	87%
Graduates/Completers	23	76%	16	61.5%
Graduates/Completers who entered w/o GED/HS Diploma	23	100%	16	100%
Earned GED or diploma	20	87%	13	50%
Literacy & numeracy gains of graduates/completers	12	83%	16	100%
Placed in employment or training 1st Q after graduation	13	87%	13/16	81.25%
Wage of graduates placed	\$10.00/hr		\$12.45/hr	
Number of Burlington housing units rehabbed/WX	6		8	

V. Experience / Organizational Capacity

1. What is your agency's mission, and how do the proposed activities fit with your mission?

ReSOURCE empowers individuals and strengthens Vermont communities through Workforce Development, Poverty Relief, and Environmental Stewardship. The proposed activities of the ReSOURCE YouthBuild program is essential in mission fulfillment in that it addresses all three components of the organization's mission by providing training, improving housing for low income families, and improving energy efficiency.

2. Explain how your agency has the capacity to carry out the proposed activity (i.e. staff qualifications, years of experience related to this type of activity, etc.)*

ReSOURCE has operated its YouthBuild program without interruption since 2004. Staffing is well-established and instruction and program implementation are on-going. Staff have a great depth of training, construction, education, and management experience. Andrew Jope, has served as the Program Director at ReSOURCE YouthBuild since 2005. During his time at ReSOURCE YouthBuild, the program has grown to serve more young adults each year, expanded to operate out of both Burlington and Barre, and continued to shift student experiences to fit the job market. He has worked in experiential and technical education since 1999 with the Vermont Youth Conservation Corps and Northlands Job Corps Center. He holds a BA from Bucknell University, a Vermont Teacher's License from Trinity College, and a Master of Public Administration from UVM.

Chris Parsons, ReSOURCE YouthBuild Weatherization Instructor, has over 14 years of experience in construction and youth services with ReSOURCE YouthBuild. He holds certifications in Green PACT, BPT, is Lead Safe Certified, and is a licensed OSHA-10 and NCCER Instructor. Parsons has also received a variety of professional development opportunities with ReSOURCE, as well as through YouthBuild USA, and partner organizations.

3. What steps has your organization/board taken in the past year to become more culturally competent internally?

During the past three years, ReSOURCE has provided several internal training opportunities to all staff and some board members to enhance our cultural competency. Annually, ReSOURCE provides training for instructing and working with blind and visually impaired students/youth; Anti-harassment training; ADA training; working with/supervising people with disabilities; Bridges out of Poverty training for supervisors and trainers; Training for instructing and working with youth with physical or cognitive disabilities; Also recently, ReSOURCE hosted a Trauma Informed Care training, training for those in recovery; and advocacy training as employer support/encouragement to employ Vermonters with disabilities.

4. Have you received Federal or State grant funds in the past three years? ☒ Yes ___ No

5. Were the activities funded by these sources successfully completed? ☒ Yes ___ No ___ N/A
If No, please explain:

VI. Proposed Low & Moderate Income Beneficiaries / Commitment to Diversity

1. Will the program solely serve a specific group of people? If so, check ONE below:

___ Abused Children ___ Elderly (62 years +) ___ People with AIDS
___ Battered Spouses ___ Homeless Persons ___ Illiterate Adults
___ People with Severe Disabilities

2. a. For your proposed project, please estimate how the Burlington residents will break out into the following income categories during the total grant period. Use the Income Table at <https://www.burlingtonvt.gov/CEDO/2018-HUD-Income-Limits>

Service / Activity	Unduplicated Total # of Burlington HH / Persons to be Served	# Extremely Low-Income (30% median)	# Very Low- Income (50% median)	# Low- Income (80% median)	# Above Income Limits (above 80% median)
Burlington YB Students	6	4		2	

b. All CDBG grantees serving limited clientele will be required to use CEDO's *CDBG Beneficiary Self-Certification* form to collect beneficiary data including race, ethnicity, annual income, and family size. Is your organization willing and prepared to add this documentation to the intake process for your CDBG funded program by July 1, 2019?

☒ **Yes** ☐ **NO** ☐ **Not Serving Limited Clientele (*public facilities only*)**

- 3. Who is the project/program designed to benefit? Describe the project/program's target population, citing (if relevant) specific age, gender, income, community/location or other characteristic of the people this program is intended to serve. How do you select and reach your target population?**

ReSOURCE YouthBuild has empowered young men and women, 16 to 24 year-old in Chittenden and Washington counties who have dropped out of high school to build futures through education, job skills training, and service. ReSOURCE's job skills training programs address barriers faced by high need individuals when seeking rewarding employment. Most or all of the program participants are categorized as low or extremely low income; many come from broken homes, some from abusive environments. Most students are referred by government agencies, local nonprofit partners, and regional high schools, with some by word-of-mouth referrals.

ReSOURCE YouthBuild participants are selected based on interest, ability to succeed, and need for support. All are welcome to apply, regardless of race, gender, orientation, or social standing. Every applicant must pass a month of Mental Toughness before they are enrolled: the YouthBuild faculty and staff evaluate their potential to complete the program. Requirements include attendance at an information session, submission of an application, and an individual interview. Using the application essay and the interview, staff rate candidates on need for the program and readiness for the program.

- 4. Describe the steps you take to make the project/program accessible, inclusive and culturally appropriate for the target population. ***

ReSOURCE strives to make all of its programs, operations, and employment opportunities accessible to all, promoting an atmosphere defined by trust, open communications, and mutual respect to ensure that all staff and trainees are able to become successful and contributing members of ReSOURCE. We work closely with VT Dept. of Children and Families, VT Dept. of Labor, Howard Center, VT Refugee Resettlement, Association of Africans Living in Vermont, the Division for the Blind and Visually Impaired, and many others to make sure a diverse group of people know about our programs and are supported during enrollment. All announcements for staff vacancies include EOE language. It is the policy of our Board to recruit members who represent the organization's diverse stakeholders. Board members are selected because of particular skills, knowledge, and experiences that would benefit the organization and ability to represent the community.

VII. Budget / Financial Feasibility

- 1. Budget Narrative: Provide a clear description of what you will do with CDBG's investment in the project/program. How will you spend the money? Give specific details.**

CDBG funding will be used for staff time instructing YouthBuild students in affordable housing construction and weatherization projects in Burlington. Staff time includes training module preparation, job site supervision & instruction, certification instruction & training, as well as crew leadership and student instruction & safety training that will occur both on and off the job site.

- 2. If you plan to pay for staff with CDBG funding, describe what they do in relation to the specific service(s) / activity(ies) in your Project/Program Design.**

a.

Specific Service / Activity	Position/ Title	Work Related to CDBG-Funded Activity	# of Hours per Week spent on this Specific Service / Activity	% of Hours per Week spent on this Specific Service / Activity to be paid with CDBG
Weatherization Training	Chris Parsons	Train and lead YouthBuild crews on Weatherization projects	30	80%

b. All CDBG grantees that use CDBG funds for salaries must submit timesheets that capture total time and effort of staff members funded with CDBG. These timesheets must record CDBG hours worked, other hours worked, all funding sources, and a narrative for all CDBG and non-CDBG funded activities, and they must be signed by the employee and supervisor. Does your organization have the ability to implement a timekeeping system for CDBG funded staff that meets these requirements by July 1, 2019? ☒ Yes ☐ No ☐ Not funding salaries

3. Program/Project Budget

Line Item	CDBG Funds	Other	Total
Payroll	\$ 9,190.33	\$ 367,058.15	\$ 376,248.48
Fringe Benefits	\$ 2,113.78	\$ 77,748.32	\$ 79,862.10
YouthBuild Student Stipends	\$ -	\$ 23,652.46	\$ 27,547.50
Vehicle Costs	\$ 1,750.00	\$ 5,400.00	\$ 13,600.08
Occupancy	\$ -	\$ 6,071.00	\$ 20,637.00
Supplies/ Materials	\$ -	\$ 20,900.00	\$ 29,206.00
Other Costs	\$ -	\$ 51,375.04	\$ 51,932.56
Indirect and Administration	\$ 1,945.89	\$ 87,909.11	\$ 89,855.00
Total	\$ 15,000.00	\$ 640,114.08	\$ 688,888.72

4. Funding Sources

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$10,068	\$15,000	\$10,068	\$15,000
State (specify)				
ACVT				267,100
VT DOL Summer				81,000
VT DOL WETF		10,000		10,000
Other State			12,500	118,850
Federal (specify)				
AmeriCorps State		97,020	37,134	102,127
DOL YouthBuild	225,000	199,500	225,000	230,000
Other Federal	37,134		445,556	292,500
United Way	12,666	12,666	38,000	38,000
Private (specify)				
Foundation	49,165	50,000	618,050	1,122,000
Individual & Corporate	22,500		175,000	972,713
Donated facilities, goods, & services		5,000	53,700	25,000
Program Income	184,533	205,457	3,219,395	3,596,052
Other (specify) (Includes sub-lease & other misc. payments for service)		94,246	30,364	126,641
Total	\$541,066	\$688,889	\$4,864,767	\$6,996,983

5. Of the total project cost, what percentage will be financed with CDBG?

$$\frac{\$15,000}{\text{CDBG Funding}} \div \frac{\$688,888.72}{\text{Total Program/Project Costs}} = \frac{2\%}{\text{Percentage}}$$

6. Of the total project cost, what would be the total cost per person?

$$\begin{array}{rcl} \frac{\$688,888.72}{\text{Total Program/Project Cost}} & \div & \frac{30}{\text{\# Total Proposed Beneficiaries}} = \frac{\$22,962.96}{\text{Cost Per Person}} \\ \\ \frac{\$15,000}{\text{CDBG Funding}} & \div & \frac{6}{\text{\# Total Proposed Beneficiaries}} = \frac{\$2,500}{\text{Cost Per Person CDBG Investment}} \end{array}$$

7. Why should CDBG resources, as opposed to other sources of funding, be used for this project?

ReSOURCE's YouthBuild goals are well aligned with the U.S. Housing & Urban Development Agency (HUD) that distributes CDBG funding; the federal YouthBuild program used to be based out of HUD before shifting to the Department of Labor. CDBG funds directed at easing poverty, removing blight, and improving housing are a good match for the YouthBuild program that directly rehabilitates affordable housing and expands the capacity to build affordable housing by training disadvantaged youth for jobs in construction trades.

8. Describe your use of community resources, including volunteers. Include any resources not listed in your budget. Will CDBG be used to leverage other resources?*

ReSOURCE has a variety of community partners and has leveraged the following resources that are not listed in our budget: Association of General Contractors of Vermont: trainings, OSHA safety class, job placements; Lake Champlain Regional Chamber of Commerce: support for job placement; PINS: graduation support; VT Adult Learning: educational support and high school completion administration; VT Department of Corrections: Educational support and resources, recruitment; VT Department of Education: funding for high school completion; VT Department of Labor: funding and placement support; VT Energy Efficiency Investment Corporation: Housing construction partner, workshops, BPI certification; VT Student Assistance Corporation: College counseling, workshops on higher education funding/financing; YouthBuild USA: AmeriCorps grant, education awards, individual development accounts for graduates, and staff development and training.

VIII. Collaboration/Efficiency

1. Give 1 or 2 examples of key successful collaboration(s) between your program/project and another agency/program/group to address the needs of the people you serve.

With support from the Community College of Vermont, each YouthBuild student is able to take an introduction to college studies class and earn a credit toward a college degree. Additionally, all YouthBuild students are co-enrolled as AmeriCorps members and thus earn an educational award that can be used for further training and college. These successful collaborations provide opportunity for YouthBuild students to continue their journey with post-secondary education opening more pathways for promising careers.

2. Do identical or similar community programs exist? How does this program compliment or collaborate rather than duplicate services? What makes this program unique?

In Vermont there is a recognized need for weatherizing homes, primarily those of low-income Vermonters, to save money for our residents and to improve the durability and efficiency of Vermont homes. While there are weatherization partners throughout the state, ReSOURCE is unique because we have chosen to focus on what we do well, provide workforce development training. All of ReSOURCE's training programs are designed to provide benefit in each of the organization's three mission areas. Combining these elements provides important synergies and value. Students, by providing valuable service to others, find a new sense of purpose and pride in accomplishment. This feeds and supports their learning. They are able to cost-effectively rehabilitate affordable housing, complete community service

projects & work on public facilities, and complete weatherization projects while learning on-the-job. Building and improving housing gives meaning to the students' work, motivating them to succeed; the attainment of academic and professional certifications gives employers confidence in hiring program graduates.

3. Provide 1 example of how your agency has become more efficient in achieving your outcomes or managing your project/program.

ReSOURCE has become more efficient in managing our program by having designated administrative staff manage our grant. Our Grants Administrator is responsible for tracking staff time and effort, collecting project and student paperwork, and maintaining our records and database outcomes throughout the duration of each grant year. This process was created out of a need for more efficient file management that has been refined over the years and has created open dialog between program instructors and administrative staff to assure attainable outcomes and complete documentation.

IX. Sustainability

1. How will this project have a long-term benefit to the City of Burlington? If this program/project ends, how will that benefit continue?

This project will have positive long-term benefits to the City of Burlington by reducing the negative impact of the high school dropout rate; resulting in low-income youth becoming successful workers at local businesses; and increasing the level of community service through the direct involvement of the YouthBuild crews, creating a culture of responsibility, service, and caring. There is no plan for the project to end, but if it did, the benefits are long-lasting both in terms of increased community engagements and environmental benefits that will last for the lifetime of the housing our students have improved.

3. CDBG funding is intended for new or expanded services. If CDBG funding ends, will the project be able to continue?

ReSOURCE provides many services and programs to lend a hand in closing the opportunity gap for Vermont youth and families, and their communities; it is important to note that in addition, ReSOURCE YouthBuild provides innovative strategies in education and career training, which is dedicated to ending the cycle of poverty that we often see in multiple generations of a family. Many of our students are the first to finish high school, pursue higher education, or develop a trade skill. These are all tools that help them break the cycle of poverty for their families and build a stronger chance for the next generation to have access to these same resources. The loss of other federal funding had seriously threatened the YouthBuild program. ReSOURCE has been able to continue and grow support from increased private and foundation support, but CDBG funding remains a critical part of ReSOURCE's 2019 budget plan, but we would certainly do everything possible to continue and seek alternative funding plans.

4. How will you prioritize the proposed project activities if you do not receive the full amount requested?

Ultimately, reduced funding would impact the capacity to complete jobs focused in Burlington, and service income from other, non-grant qualifying jobs would need to be pursued. CDBG funding allows ReSOURCE to prioritize low-income affordable housing projects over these other types of work. Any reduced funding would not jeopardize the quality and number of students we would serve, but could affect the ability to prioritize jobs that offer competitive training opportunities.