

CITY OF BURLINGTON
COMMUNITY DEVELOPMENT BLOCK GRANT - 2018 APPLICATION

Application must be no more than 8 total pages with 12-point font.
 Refer to NOFA for required information for each question.

Organization/Agency: ReSOURCE: A Nonprofit Community Enterprise

Project Name: ReSOURCE YouthBuild Energy Efficiency and Housing Rehabilitation

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 and Burlington’s CDBG strategy by providing direct benefits to low and moderate-income persons through ReSOURCE’s weatherization & rehabilitation housing service work. Burlington has a crisis of affordable housing, a significant concentration of poverty, and a high rent burden above the national average as well as some of the oldest housing stock in the nation. This old housing is poorly insulated and often results in drafty and dangerous homes that families struggle to heat resulting in onerous energy cost burdens. This cost burden contributes to the high incidence of poverty and homelessness. According to Emergency Shelter Grants Program’s Vermont Statewide Report, July 2017, 3,952 persons were sheltered between July 2016 – June 2017, and the length of stay in a shelter rose to 44 days.

Evidence of Need¹	Burlington	U.S. Avg.
Housing built prior to 1939	42.1%	13.2%
Housing built prior to 1979	79.9%	43.3%
% of Households receiving Food Stamps	17%	13%
Owners spending more than 30% of household income on housing (SMOCAPI)	24.9%	24.7%
Renters spending more than 30% of income on housing	48.8%	42.7%
Med gross rent as % of household income	34.4%	31.3%

ReSOURCE 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 will build and/or renovate affordable housing and weatherize homes for low income families. These services will provide substantial relief for low income families living in Burlington.

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. Program design goes beyond benefits to low-income Burlington residents through new units of affordable housing and weatherizing the

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

area’s aging housing stock, but also provides low-income Burlington residents with valuable job-skill training that has a strong community impact. Through the weatherization work, performed by ReSOURCE YouthBuild instructors and students, ReSOURCE will support 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. We will complete this work by partnering with housing agencies, such as CVOEO, for client/project referrals. By preserving and upgrading existing housing we are increasing the livability and longevity of the housing stock in Burlington.

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 key components of the City’s anti-poverty strategy including: (1) “Meeting basic needs and stabilizing living situations, including access to and retention of affordable housing and to income supports”: by increasing the stock of affordable and safe housing in Burlington, this project makes homes safer, more comfortable, more efficient, and longer-lasting for low-income residents; and (2) “Increasing and protecting asset accumulation and resident net worth”: by reducing the fuel/heating costs for many low-income families in Burlington –annual cost savings per unit of housing are estimated at \$750, a significant savings in a community where nearly half of all tenants spend more than 30% of their income on rent alone.

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

ReSOURCE's Policy Committee is made up of program participants elected by fellow participants and meets once 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’s Board of Directors also helps the organization gain community feedback. In 2015, ReSOURCE formed area Regional Advisory Councils, including one in Burlington, to guide strategic program design and support development activities. This includes current and former Board members as well as other members of the community with relevant expertise, experience, knowledge, and community connections.

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?

Over the course of this project, housing beneficiaries will obtain affordable housing or home improvement construction services. All housing built will be 5-star energy rated. Weatherization projects can result in up to \$750 per unit in energy cost savings annually. By weatherizing 6 homes, ReSOURCE will produce up to \$4,500 in annual cost savings for the families served or \$90,000 over the next 20 years.

Participants are better off as a result of ReSOURCE YouthBuild services because they are now living in healthier homes. Increased insulation, air sealing, and investments in ventilation systems result in energy savings which in turn lower energy bills for the nearly 1 in 5 Vermonters that are fuel poor (spending more than 10% of income on energy expenditures).

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

Goals/Objectives	Activities	Expected Outcomes
Increase the stock of affordable housing. Remove blights and slums.	Renovate affordable housing: collaborate/contract with Habitat for Humanity and others	Substantially rehabilitate 1 unit of affordable housing (1 family = 3 beneficiaries)
Improve housing energy efficiency and reduce cost burden.	Weatherize housing: collaborate and contract with CVOEO, Champlain Housing Trust, and others	Weatherize 6 units of affordable housing. (6 x 3 = 18 beneficiaries). \$750 x 6 annual energy savings or \$90,000 over 20 years

Cont. Improve housing energy efficiency and reduce cost burden.	Address home improvements such as paint, modest weatherization, and basic carpentry for residents unable to complete these activities for themselves.	1 households (1 x 3 = 3 beneficiaries) receive improvements that increase the health, safety, and/or comfort of their homes.
---	---	--

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 YouthBuild assesses how program participants are better off from measurements defined in our home energy audits/ “Worst Case” tests completed before and after completion of each weatherization project. Housing beneficiary data is obtained through an income survey completed prior to construction, and energy improvements are measured using a blower door test done at the start and end of a job, and infrared camera to evaluate heat loss. Both are State recognized measures to determine the cost-effective measures for a home and the benefits gained.

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 2017 (or June 2016). For non-CDBG participants – report on your achievements from the previous year.

Service / Activity	# Extremely Low-Income	#Very Low-Income	# Low-Income	# AboveMod/ Moderate-Income	Unduplicated Total # of Burlington HH / Persons to be Served
Housing Beneficiaries (weatherization + affordable housing construction)	1 HH’s 1 persons	3 HH 5 persons	1 HH’s 1 persons	0 HH’s 0 persons	5 HH’s 7 persons

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 ReSOURCE’s YouthBuild program are essential to 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 YouthBuild has been recognized with multiple awards including: 2012 Service Impact Award for Economic Opportunity from the Corporation for National & Community Service; YouthBuild USA’s 2012 “Green Achievement” Award in recognition of our work in weatherization and solar energy, among others.

Chris Parsons, ReSOURCE YouthBuild Weatherization Instructor, has over 13 years of experience in construction and youth services with ReSOURCE YouthBuild. He holds certifications in Green PACT, BPT, OSHA-10, NCCER, and is Lead Safe Certified. Parsons has also received a variety of professional development opportunities with ReSOURCE, as well as through YouthBuild USA, and partner organizations. ReSOURCE employs certified NCCER Instructors able to train and certify competencies in Carpentry & Weatherization on site. Trainers are certified through the state of Vermont’s EPA

Renovation, Repair, & Painting (RRP)/Lead Safe certification program, and through the Building Performance Institute (BPI). ReSOURCE is also certified by the state of Vermont to install solar hot water and solar photovoltaic energy systems (REV Certified).

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

During the past two 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, in 2016 ReSOURCE hosted a Cultural competency training provided by Vermont Refugee Resettlement Program; Training on how to use interpreter and translation services; 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

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

1. 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/2017-HUD-Income-Limits>

Service / Activity	# Extremely Low-Income	#Very Low-Income	# Low-Income	# AboveMod/Moderate-Income	Unduplicated Total # of Burlington HH / Persons to be Served
Burlington Housing Beneficiaries (weatherization + affordable housing construction) (average 3 per HH)	2 HH's 6 persons	3 HH 9 persons	2 HH's 6 persons	1 HH's 3 persons	8 HH's 21 persons

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, 2018?

Yes No Not Serving Limited Clientele (public facilities only)

2. 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?

Housing construction activities benefit low and moderate-income families. Most of ReSOURCE's construction work is completed in partnership with one of several affordable housing developers who screen and select beneficiaries, allowing ReSOURCE to focus on construction & job training.

ReSOURCE partners with CVOEO and Vermont Gas to identify low-income households in need of weatherization that are either ineligible for federal or state support and cannot afford the upfront cost necessary to improve the performance of their home or have qualified for programs operating with this support, but cannot afford to wait for availability of partners to tackle the project. Funding through CDBG

allows ReSOURCE to prioritize Burlington residents referred to us through these partners thus increasing the capacity to complete these jobs for low-income residents.

3. 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 (DCF), VT Dept. of Labor (DOL), 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 to setup and complete affordable housing construction and weatherization projects. Staff time includes coordination with developers, job site supervision & instruction, 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	Weatherization Trainer	Train and lead YouthBuild crews on Weatherization projects	30	75%
Construction	Construction Instructor	Train and lead YouthBuild crews on Affordable Housing	20	50%

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. Does your organization have the ability to implement a timekeeping system for CDBG funded staff that meets these requirements by July 1, 2018?

Yes No Not funding salaries

3. Program/Project Budget

Line Item	CDBG Funds	Other	Total
Payroll	\$ 38,621.70	\$ 254,026.06	\$ 292,647.76
Fringe Benefits	\$ 8,882.99	\$ 61,562.84	\$ 70,445.83
YouthBuild Student Stipends	\$ -	\$ 23,652.46	\$ 23,652.46
Vehicle Costs	\$ -	\$ 5,400.00	\$ 5,400.00
Occupancy	\$ -	\$ 6,071.00	\$ 6,071.00
Supplies/ Materials	\$ -	\$ 20,900.00	\$ 20,900.00

Other Costs	\$ -	\$ 51,375.04	\$ 51,375.04
Indirect and Administration	\$ 7,126.00	\$ 63,448.00	\$ 70,574.00
Total	\$ 54,630.69	\$ 486,435.40	\$ 541,066.09

4. Funding Sources

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$73,893	\$54,630.69	\$73,893	\$54,630.69
State (specify)				116,335
Regional Workforce Part.				5,625
WETF		75,000		75,000
VT OEO Homeless			12,500	
Federal (specify)				
DOL YouthBuild		225,000		400,000
BEP/LEAP (Serving Blind & Visually Impaired)			445,556	
Other Federal (Including AmeriCorps)		37,134		298,405
United Way				
Private (specify)				
Foundation	8,727		618,050	450,000
Individual & Corporate			175,000	2,479,250
Donated facilities, goods, & services		22,500	53,700	53,700
Program Income	79,320	184,533	3,219,395	3,833,988
Other (specify)		46,008	30,364	65,093
(Includes sub-lease & other misc. payments for service)				
Total	\$161,940	\$644,806	\$4,628,458	\$7,832,026

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

$$\frac{\$54,630.69}{\text{CDBG Funding}} \div \frac{\$644,806.00}{\text{Total Program/Project Costs}} = \frac{8\%}{\text{Percentage}}$$

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

$$\frac{\$541,066.09}{\text{Total Program/Project Cost}} \div \frac{27}{\# \text{ Total Proposed Beneficiaries}} = \frac{\$20,039.48}{\text{Cost Per Person}}$$

$$\frac{\$54,630.69}{\text{CDBG Funding}} \div \frac{27}{\# \text{ Total Proposed Beneficiaries}} = \frac{\$2,023.36}{\text{Cost Per Person CDBG Investment}}$$

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.

Recruitment and outreach support is provided by 16 agencies. Counseling and leadership support is provided by 18 agencies including employers, social service agencies, and a mentoring coordination agency. Education and job training commitments are provided by over 24 employers.

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.

In developing YouthBuild, ReSOURCE created staff positions for essential functions that could not be better provided by other existing organizations, but defined clear roles and responsibilities for outside agencies to provide key services. As a result, we do not provide our own affordable housing development services but instead provide construction services to Champlain Housing Trust, Winooski Housing Authority, CVOEO, and Green Mountain Habitat for Humanity. Those agencies handle all property development work. Educational services were initially provided by a Vermont Adult Learning (VAL) teacher in our classroom. The teacher position is now a ReSOURCE staff position, but we continue to collaborate closely with VAL to design individual learning plans for each student. With support from 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. Finally, all YouthBuild students are co-enrolled as AmeriCorps members and thus earn an educational award that can be used for further training and college.

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: Workforce Development, Environmental Stewardship, and Poverty Relief. Combining these elements provides important synergies and value. Trainees, 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 energy efficiency & weatherization projects while learning on-the-job. Building and improving housing gives meaning to the trainees' 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 Development & Communications Director and Grants Administrator are responsible for tracking staff time and effort, collecting project paperwork for project managers, 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 increase the value of the Burlington grand list and improve the housing stock while decreasing the cost of homeownership; reduce the negative impact of the high school dropout rate; result in low-income youth becoming successful workers at local businesses; and increase 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 housing energy cost and environmental benefits that will last for the lifetime of the housing.

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

The loss of other federal funding had seriously threatened the YouthBuild program. ReSOURCE has been able continue and grow support from increased private and foundation support, but CDBG funding remains a critical part of ReSOURCE's 2018 budget plan and could not be easily replaced, but we would certainly do everything possible to continue and seek alternative funding plans.

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

As previously stated, CDBG funding is critical, as it allows us to prioritize Burlington based low-income projects. Ultimately, reduced funding would impact the number of units we would have the capacity to complete in Burlington. We know that our services are needed in Milton and other neighboring towns; if we did not receive the full amount requested, we would only be able to prioritize less than half our projected rehab/weatherization projects in Burlington and need to find additional jobs elsewhere in the community.

X. 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, I certify that this project is ready to proceed as of July 1, 2018.



Signature of Authorized Official

Thomas Longstreth
Name of Authorized Official

Executive Director
Title

1/16/2018
Date