



Burlington Lead Program  
149 Church Street, Room 32  
Burlington, VT 05401  
802.865.LEAD (5323)

## **What to Expect from the Burlington Lead Program (BLP) for Owner Occupants**

The Burlington Lead Program (BLP) has a successful history of effectively addressing lead-based paint hazards in residential properties in Burlington and Winooski. Lead hazard reduction projects create lead-safe and healthy housing units. The full process typically takes 6 months from start to finish and we need your cooperation for a successful project. This list details what you can expect during the project:

1. After approval into the program you will be contacted by the lead program's testing consultant to schedule a time to test your home. The consultant will need to enter your home and test all painted and stained parts of the building. The consultant will test the outside of the building, too. You do not need to be present for testing; arrangements can be made with BLP staff for access to your home. Testing may take up to 4 hours.
2. Within 1-2 months from the initial testing you will be sent a copy of the testing report and a report titled "Hazards of Immediate Concern." The testing report details where lead paint is and is not found in the building. This report also includes results of dust-wipe samples. The "Hazards" report sums up these findings to make you aware of which areas in your home you should be concerned about and how you can keep your family lead safe prior to the lead hazard reduction work.
3. A BLP project manager will contact you to set up a specification writing visit. The project manager will need to enter your home to check the testing report and to begin formulating a scope of work for the lead hazard reduction project. This visit takes about one hour.
4. After the scope of work has been written you will receive a copy and the project manager will go over with you what will be happening at your home.
5. The next step is to schedule a bid walk-through with the contractors (again, we will need to enter your home). This visit will take about ½ hour.
6. BLP will provide up to \$20,000.00 to reduce lead hazards in your home and \$5,000.00 to deal with other Healthy Homes issues that are found.
7. After the contractor has been selected you will meet with your project manager to sign legal documents. The documents that you are required to sign are a Grant & Loan Agreement, Promissory Note, Mortgage Deed, Construction Contract, Property Owner Work Plan, Loan Disclosure and a Notice for the Right to Cancel. The mortgage deed will be recorded in the land records and a lien will be placed on the property. This is important to remember when refinancing or selling your property. Remember you are able to earn 100% forgiveness on all funds used to reduce lead at your home.
8. After the contract is awarded, the contractor will need to visit (inside) your home again to measure windows (if we are doing any window replacements). This visit will take about ½ hour.

9. Windows arrive anywhere from 4-8 weeks after ordering. After the windows are delivered the contractor will be able to begin work inside your home. The BLP project manager and the contractor will schedule a start date with you for when the project will begin.
10. Your project manager will schedule a unit preparation visit with you approximately two weeks before the scheduled start date. You will need to take down curtains, blinds and any personal items on your walls. Typically you will be asked to move your belongings to the center of each room.
11. While the work is being done you will need to be out of your home for your own safety. You will need to make arrangements for your temporary relocation. The work can take up to 10 days to complete.
12. You will need to relocate by the day before the lead hazard reduction work in your home begins so the contractors are able to start right away. You will need to stay completely out of your home while the work is being done. Your home will be tested after the work is complete to make sure that it is safe to move back in. BLP staff will let you know when it is safe to go home.
13. After the work is complete you may notice that some areas have been primed but not painted. It will be your responsibility to do all finish painting inside your home. Please note that if screens are not specifically included in your specifications you will not be receiving screens. Generally, property owners are responsible for screens.

Please call us at **802-865-LEAD (5323)** with any questions or concerns.