

2013 Consolidated Annual Performance &  
Evaluation Report  
City of Burlington, Vermont

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Appendix A: Community Indicators

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City's Community & Economic Development Office regularly prepares three major plans and reports about housing and community development. First, there is the City's Consolidated Plan for Housing & Community Development. The Consolidated Plan covers a five-year time period; provides detailed information about city demographics, the local housing market and the local economy; and outlines housing and community development needs and priorities.

Second, the City prepares an Action Plan each year to address the Consolidated Plan priorities. The Action Plan is a budget for spending the Community Development Block Grant (CDBG) and HOME Investment Partnership program (HOME) resources that the City receives from the U.S. Department of Housing & Urban Development (HUD). Each annual Action Plan details how the City plans to spend CDBG and HOME resources on specific activities and outlines other actions the City will take to meet Consolidated Plan priorities. It must be submitted to HUD each year by May 15.

Third, after the close of each program year, the City prepares a Consolidated Annual Performance & Evaluation Report to report on progress and on CDBG and HOME expenditures during the year. The City is required to prepare the Consolidated Plan, annual Action Plans and annual Performance Reports in order to receive funding under the CDBG and HOME programs.

This Performance Report covers the first year of the five-year period covered by the City's 2013 Consolidated Plan for Housing & Community Development. It contains information on all CDBG and HOME projects that were funded, underway and/or completed during the program year beginning July 1, 2013 and ending June 30, 2014 (referred to as Program Year 2013). It also contains other information that may be of interest to the community, such as community indicators (Appendix A) and partner activities that contribute to the goals of the Consolidated Plan. The Report is due to HUD by September 30.

A Public Hearing will be held before the Burlington City Council on September 22, 2014, concerning this Report. Comments will be accepted at the Public Hearing as well as at the Community & Economic Development Office through September 25, 2014. We continue to solicit the input of our citizens about the effective allocation and expenditure of our CDBG and HOME resources as well as on housing and community development needs generally.

The City's highest priority under its Consolidated Plan is affordable housing. Highlights include:

- The Burlington Lead Program performed Lead Hazard Control activities on 62 housing units; trained 278 individuals on the VT Essential Maintenance Practices Lead Law (EMP); trained 19 low income Section 3 individuals as lead workers, trained 11 individuals in Lead Abatement Worker/Supervisor; and conducted 62 Outreach and Education events that reached over 7,100 individuals.
- Home sharing, home-based senior services, and other housing retention assistance helped 868 residents remain housed and living independently.
- ReSource Youthbuild Program weatherized 9 units of low income housing while training 23 students to gain marketable skills in construction and weatherization.
- Progress was made toward the goals of preserving the affordability of 70 affordable units and assessing their capital improvements. Plans have been finalized for the construction of new units on Bright Street.

Economic opportunity is the City's next overall priority. Highlights include:

- CEDO provided technical assistance to 40 current or potential entrepreneurs, including finding commercial space, help with permitting or market research. Four new businesses were created and two businesses expanded.
- CEDO gave direct technical assistance to Arts Riot and Room 9 Development for the creation and rapid expansion of their businesses, resulting in the creation of 5 new jobs. A new White House initiative, BTV Ignite, was launched to assist Burlington as a gigabyte city to make the most of this asset. Several existing businesses were assisted with expansion, zoning regulations, permitting including City Market, Burlington Town Center, Heritage Flight, Switchback Brewing, Koffee Kup Bakery, Dealer.com, and Burton Snowboards.
- The Intervale Center provided technical assistance, equipment rental, business planning and marketing assistance for 12 Intervale farmers, two new incubator farms joined and 40 people were employed. The gross sales for this year exceeded \$980,000.
- The Women's Small Business Program assisted 26 women with training and technical assistance. Four new businesses started and 3 businesses expanded. In June, this program celebrated 25 years of operation.
- Three agencies provided high quality early care and education for 90 children from working families.

- Volunteer Income Tax Assistance program served over 1,000 persons with tax assistance, 100% saved money by not having to pay for tax help, and 88% received refunds.

A suitable living environment is the City's third priority. Highlights include:

- CDBG-funded agencies provided shelter and services to 1,173 homeless residents; groceries and meals for 5,600 residents; dental services for 250 homeless; and summer programming for over 62 City youth.
- The Public Investment Action Plan reviewed proposals and ultimately put forth a slate of projects, approved by the citizens in March 2014 and the City Council to use Waterfront TIF dollars to boost economic activity for the City. Included was a new redevelopment plan for the Moran building.
- CDBG was part of a match for the construction of Phase 1 of Waterfront Access North in the Fall 2013. Phase 2 was bid and contracts approved in June 2014.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

| Goal   | Category   | Source / Amount          | Indicator   | Unit of Measure        | Expected – Strategic Plan | Actual – Strategic Plan | Percent Complete | Expected – Program Year | Actual – Program Year | Percent Complete |
|--|--|--------------------------|---|------------------------|---------------------------|-------------------------|------------------|-------------------------|-----------------------|------------------|
| DH 1.1 Protect the Vulnerable New Trans Housing    | Affordable Housing Homeless                            | CDBG: \$ / HOME: \$      | Overnight/Emergency Shelter/Transitional Housing Beds added | Beds                   | 10                        | 0                       | 0.00%            |                         | 0                     |                  |
| DH 1.2 Protect the Vulnerable New Perm Sup Housing | Affordable Housing Homeless Non-Homeless Special Needs | CDBG: \$0 / HOME: \$0    | Rental units constructed                                    | Household Housing Unit | 36                        | 0                       | 0.00%            | 36                      | 0                     | 0.00%            |
| DH 1.2 Protect the Vulnerable New Perm Sup Housing | Affordable Housing Homeless Non-Homeless Special Needs | CDBG: \$0 / HOME: \$0    | Housing for Homeless added                                  | Household Housing Unit | 22                        | 14                      | 63.64%           | 14                      | 14                    | 100.00%          |
| DH 2.1 Produce new affordable rental units         | Affordable Housing Non-Homeless Special Needs          | CDBG: \$10000 / HOME: \$ | Rental units constructed                                    | Household Housing Unit | 75                        | 5                       | 6.67%            | 130                     | 5                     | 3.85%            |

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|   |  |                                |  |                        |     |     |        |     |    |         |
|---|--|--------------------------------|--|------------------------|-----|-----|--------|-----|----|---------|
| DH 2.2 Promote Homeownership - New Owner Units    | Affordable Housing                                     | CDBG: \$ / HOME: \$            | Homeowner Housing Added  | Household Housing Unit | 67  | 11  | 16.42% |     | 0  |         |
| DH 2.3 Promote Homeownership - Buyer Assist       | Affordable Housing                                     | CDBG: \$0 / HOME: \$0          | Direct Financial Assistance to Homebuyers                                | Households Assisted    | 91  | 28  | 30.77% | 18  | 28 | 155.56% |
| DH 3.1 Preserve and Upgrade Existing Housing      | Affordable Housing Non-Homeless Special Needs          | CDBG: \$50000 / HOME: \$       | Rental units rehabilitated   | Household Housing Unit | 287 | 7   | 2.44%  | 139 | 0  | 0.00%   |
| DH 3.2 Acquire and Upgrade - Rehab Rental Units   | Affordable Housing Non-Homeless Special Needs          | CDBG: \$40554 / HOME: \$253000 | Rental units rehabilitated   | Household Housing Unit | 225 | 0   | 0.00%  | 57  | 7  | 12.28%  |
| DH 3.3 Acquire and Upgrade - Rehab Owner Units    | Affordable Housing                                     | CDBG: \$40554 / HOME: \$90000  | Homeowner Housing Rehabilitated  | Household Housing Unit | 33  | 4   | 12.12% | 6   | 4  | 66.67%  |
| DH 3.4 Protect the Vulnerable - Housing Retention | Affordable Housing Homeless Non-Homeless Special Needs | CDBG: \$22000 / HOME: \$0      | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted       |     | 755 |        |     | 0  |         |

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|   |  |                           |   |                        |      |     |        |     |     |         |
|---|--|---------------------------|---|------------------------|------|-----|--------|-----|-----|---------|
| DH 3.4 Protect the Vulnerable - Housing Retention | Affordable Housing Homeless Non-Homeless Special Needs | CDBG: \$22000 / HOME: \$0 | Public service activities for Low/Moderate Income Housing Benefit | Households Assisted    | 1605 | 755 | 47.04% | 740 | 755 | 102.03% |
| DH 3.4 Protect the Vulnerable - Housing Retention | Affordable Housing Homeless Non-Homeless Special Needs | CDBG: \$22000 / HOME: \$0 | Homeless Person Overnight Shelter                                 | Persons Assisted       |      | 0   |        |     | 0   |         |
| DH 3.5 Protect the Vulnerable Lead Hazard Reduce  | Affordable Housing                                     | CDBG: \$0 / HOME: \$0     | Rental units rehabilitated  | Household Housing Unit | 60   | 51  | 85.00% | 32  | 51  | 159.38% |
| DH 3.5 Protect the Vulnerable Lead Hazard Reduce  | Affordable Housing                                     | CDBG: \$0 / HOME: \$0     | Homeowner Housing Rehabilitated                                   | Household Housing Unit | 41   | 11  | 26.83% | 20  | 11  | 55.00%  |
| EO 1.1 Retain/Create Jobs/MicroEnterprises        | Non-Housing Community Development                      | CDBG: \$78000 / HOME: \$  | Jobs created/retained   | Jobs                   | 60   | 0   | 0.00%  | 5   | 0   | 0.00%   |
| EO 1.1 Retain/Create Jobs/MicroEnterprises        | Non-Housing Community Development                      | CDBG: \$78000 / HOME: \$  | Businesses assisted   | Businesses Assisted    | 65   | 23  | 35.38% | 5   | 23  | 460.00% |

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|  |                                   |                                |  |                     |      |      |         |      |      |         |
|--|-----------------------------------|--------------------------------|--|---------------------|------|------|---------|------|------|---------|
| EO 1.2 Enhance Commercial Infrastructure           | Non-Housing Community Development | CDBG: \$60000 / HOME: \$0      | Facade treatment/business building rehabilitation                        | Business            | 2    | 0    | 0.00%   |      | 0    |         |
| EO 1.2 Enhance Commercial Infrastructure           | Non-Housing Community Development | CDBG: \$60000 / HOME: \$0      | Jobs created/retained  | Jobs                | 5    | 5    | 100.00% | 5    | 5    | 100.00% |
| EO 1.2 Enhance Commercial Infrastructure           | Non-Housing Community Development | CDBG: \$60000 / HOME: \$0      | Businesses assisted  | Businesses Assisted | 5    | 3    | 60.00%  | 3    | 3    | 100.00% |
| EO 1.3 Reduce Economic Barriers - Access Resources | Non-Housing Community Development | CDBG: \$24000 / HOME: \$0      | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted    | 3500 | 1122 | 32.06%  | 1144 | 1122 | 98.08%  |
| EO 3.1 Reduce Economic Barriers - Child Care       | Non-Housing Community Development | CDBG: \$16000 / HOME: \$0      | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted    | 400  | 90   | 22.50%  | 83   | 90   | 108.43% |
| Planning and Administration                        | Planning and Administration       | CDBG: \$137948 / HOME: \$38948 | Other  | Other               | 1    | 1    | 100.00% | 1    | 1    | 100.00% |

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|   |                                   |                           |  |                  |       |      |        |      |      |         |
|---|-----------------------------------|---------------------------|--|------------------|-------|------|--------|------|------|---------|
| SL 1.1 Protect the Vulnerable Homeless Shelter/Serv | Homeless                          | CDBG: \$15000 / HOME: \$0 | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted |       | 1163 |        |      | 1163 |         |
| SL 1.1 Protect the Vulnerable Homeless Shelter/Serv | Homeless                          | CDBG: \$15000 / HOME: \$0 | Homeless Person Overnight Shelter  | Persons Assisted | 4000  | 669  | 16.73% | 565  | 669  | 118.41% |
| SL 1.2 Provide Public Services At-Risk Pop. - Food  | Non-Housing Community Development | CDBG: \$8000 / HOME: \$0  | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 20000 | 5691 | 28.46% | 5621 | 5691 | 101.25% |
| SL 1.2 Provide Public Services At-Risk Pop. - Food  | Non-Housing Community Development | CDBG: \$8000 / HOME: \$0  | Homeless Person Overnight Shelter  | Persons Assisted |       | 0    |        |      | 0    |         |
| SL 1.3 Provide Public Services At-Risk Youth        | Non-Housing Community Development | CDBG: \$5000 / HOME: \$0  | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 180   | 62   | 34.44% | 45   | 62   | 137.78% |
| SL 1.4 Provide Public Services At Risk - Health     | Non-Housing Community Development | CDBG: \$9000 / HOME: \$0  | Public service activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 1000  | 250  | 25.00% | 350  | 250  | 71.43%  |

|   |  |                           |   |                  |       |    |       |       |    |        |
|---|--|---------------------------|---|------------------|-------|----|-------|-------|----|--------|
| SL 1.4 Provide Public Services At Risk - Health | Non-Housing Community Development                    | CDBG: \$9000 / HOME: \$0  | Homeless Person Overnight Shelter   | Persons Assisted |       | 0  |       |       | 0  |        |
| SL 3.1 Improve Public Facilities                | Non-Housing Community Development                    | CDBG: \$62873 / HOME: \$0 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 17000 | 59 | 0.35% | 200   | 59 | 29.50% |
| SL 3.1 Improve Public Facilities                | Non-Housing Community Development                    | CDBG: \$62873 / HOME: \$0 | Homeless Person Overnight Shelter   | Persons Assisted |       | 59 |       | 465   | 59 | 12.69% |
| SL 3.1 Improve Public Facilities                | Non-Housing Community Development                    | CDBG: \$62873 / HOME: \$0 | Overnight/Emergency Shelter/Transitional Housing Beds added                                 | Beds             |       | 0  |       |       | 0  |        |
| SL 3.2 Improve Public Infrastructure            | Non-Housing Community Development                    | CDBG: \$10000 / HOME: \$0 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit | Persons Assisted | 42000 | 0  | 0.00% | 42417 | 0  | 0.00%  |
| SL 3.3 Redevelop Brownfields                    | Affordable Housing Non-Housing Community Development | CDBG: \$25000 / HOME: \$0 | Brownfield acres remediated   | Acre             | 5     | 0  | 0.00% | 5     | 0  | 0.00%  |

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City is spending 84% of its CDBG and HOME dollars on high priority activities to include most housing and economic development projects. The remaining 16% is spent on medium priority activities. Burlington continues to focus expenditures on those at the lowest income levels.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

### 91.520(a)

|   | CDBG          | HOME     | HOPWA    |
|---|---------------|----------|----------|
| White                                     | 6,007         | 0        | 0        |
| Black or African American                 | 1,337         | 0        | 0        |
| Asian                                     | 817           | 0        | 0        |
| American Indian or American Native        | 120           | 0        | 0        |
| Native Hawaiian or Other Pacific Islander | 8             | 0        | 0        |
| Hispanic                                  | 59            | 0        | 0        |
| Not Hispanic                              | 8,230         | 0        | 0        |
| <b>Total</b>                              | <b>16,578</b> | <b>0</b> | <b>0</b> |

Table 2 – Table of assistance to racial and ethnic populations by source of funds

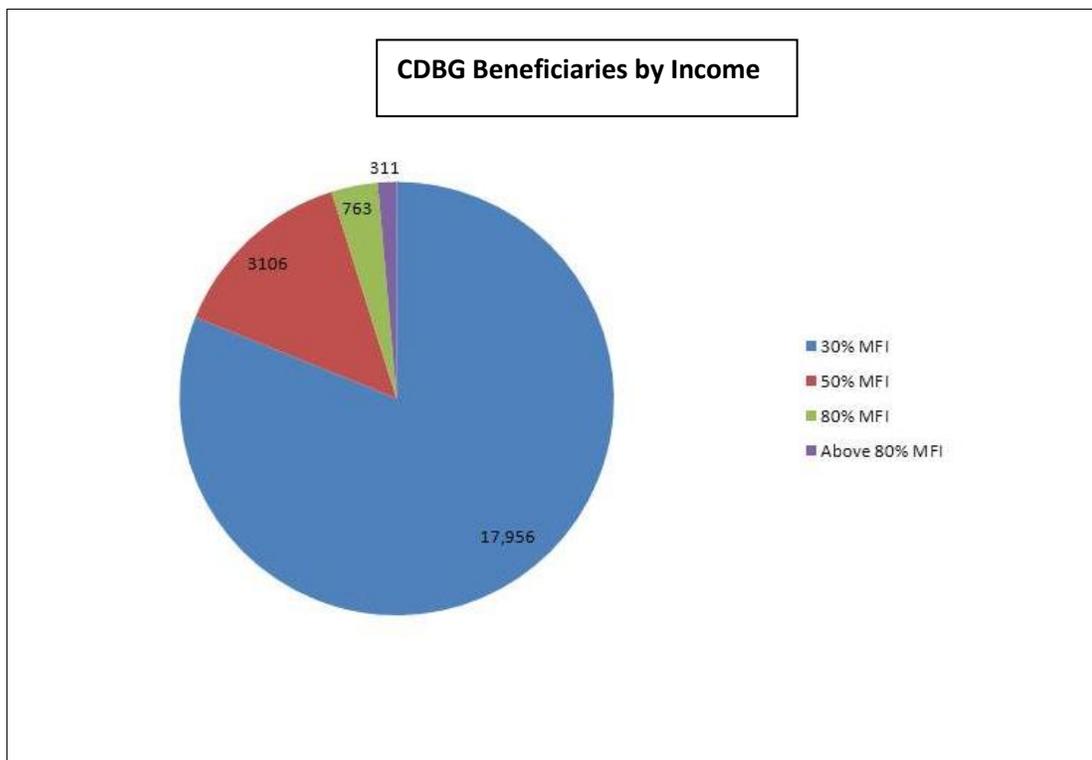
### Narrative

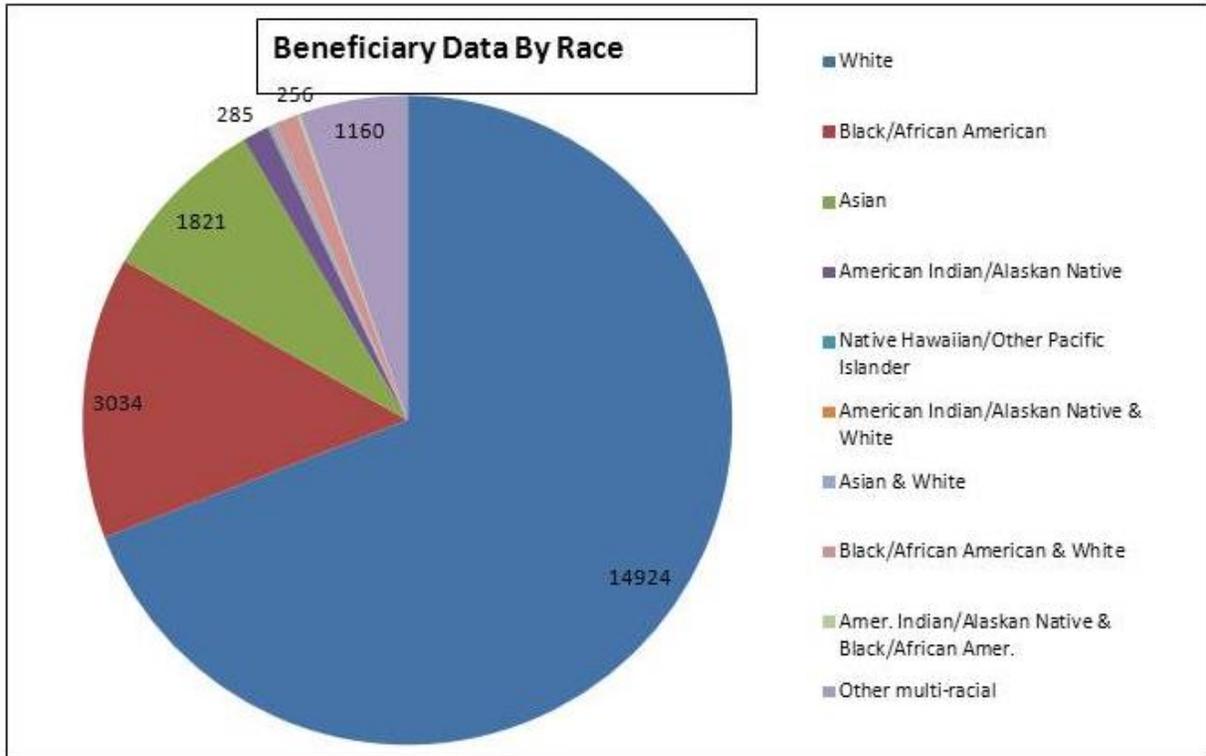
The City’s CDBG expenditures continue to be focused on those at the lowest income levels. The chart below shows CDBG expenditures by income level for this program year for all completed programs/projects. However, those where the income level is measured by participation in other programs (such as Free/Reduced Lunch) with income restrictions that are more restrictive than CDBG don’t directly translate to the CDBG income categories.

In addition, the table below details a more up to date picture of the families assisted by race and ethnicity since Table 2 failed to capture all the current data. The racial mix reflects a growing disparity in relation to the population as a whole. For the following statistics, the 2010 Census figures by race and ethnicity are compared to racial composition of CDBG beneficiaries served. The majority of the beneficiaries served with CDBG are white, but still considerably less than the population of Burlington as a whole – 69%/88.9%. Black/African Americans comprise 14% of the CDBG population, compared to 3.9% of the general population. Asians are 8.4% of CDBG beneficiaries versus 3.6% of the total population. Hispanic or Latino of any race consists of 2.7% of the Burlington population but less than 1% of the CDBG population.

**CDBG Beneficiaries by Racial / Ethnic Category**

| Housing-Non Housing                               | Race  | Total Persons | Total Hispanic Persons | Total Households | Total Hispanic Households |
|---|---|---------------|------------------------|------------------|---------------------------|
| Housing   | White   | 0             | 0                      | 80               | 0                         |
|   | Black/African American                            | 0             | 0                      | 23               | 0                         |
|   | Asian   | 0             | 0                      | 19               | 0                         |
|   | American Indian/Alaskan Native                    | 0             | 0                      | 1                | 0                         |
|   | American Indian/Alaskan Native & White            | 0             | 0                      | 1                | 0                         |
|   | Black/African American & White                    | 0             | 0                      | 1                | 0                         |
|   | <b>Total Housing</b>                              | <b>0</b>      | <b>0</b>               | <b>125</b>       | <b>0</b>                  |
| Non Housing                                       | Unspecified - DO NOT USE                          | 666           | 0                      | 0                | 0                         |
|   | White   | 14,844        | 122                    | 0                | 0                         |
|   | Black/African American                            | 3,011         | 37                     | 0                | 0                         |
|   | Asian   | 1,798         | 0                      | 0                | 0                         |
|   | American Indian/Alaskan Native                    | 284           | 3                      | 0                | 0                         |
|   | Native Hawaiian/Other Pacific Islander            | 17            | 0                      | 0                | 0                         |
|   | American Indian/Alaskan Native & White            | 20            | 0                      | 0                | 0                         |
|   | Asian & White                                     | 47            | 0                      | 0                | 0                         |
|   | Black/African American & White                    | 256           | 0                      | 0                | 0                         |
|   | Amer. Indian/Alaskan Native & Black/African Amer. | 29            | 0                      | 0                | 0                         |
|   | Other multi-racial                                | 1,160         | 0                      | 0                | 0                         |
|   | <b>Total Non Housing</b>                          | <b>22,132</b> | <b>162</b>             | <b>0</b>         | <b>0</b>                  |
|   | Grand Total                                       | White         | 14,844                 | 122              | 80                        |
| Black/African American                            |   | 3,011         | 37                     | 23               | 0                         |
| Asian   |   | 1,798         | 0                      | 19               | 0                         |
| American Indian/Alaskan Native                    |   | 284           | 3                      | 1                | 0                         |
| Native Hawaiian/Other Pacific Islander            |   | 17            | 0                      | 0                | 0                         |
| American Indian/Alaskan Native & White            |   | 20            | 0                      | 1                | 0                         |
| Asian & White                                     |   | 47            | 0                      | 0                | 0                         |
| Black/African American & White                    |   | 256           | 0                      | 1                | 0                         |
| Amer. Indian/Alaskan Native & Black/African Amer. |   | 29            | 0                      | 0                | 0                         |
| Other multi-racial                                |   | 1,160         | 0                      | 0                | 0                         |
| <b>Total Grand Total</b>                          |   | <b>21,466</b> | <b>162</b>             | <b>125</b>       | <b>0</b>                  |





## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

| Source of Funds | Source | Expected Amount Available | Actual Amount Expended Program Year X |
|-----------------|--------|---------------------------|---------------------------------------|
| CDBG            |        | \$2,445,755               | \$654,526                             |
| HOME            |        | \$1,423,900               | \$295,192                             |

Table 3 – Resources Made Available

### Narrative

The resources available to the City, to serve our low- and moderate income residents, include federal, state, local and private sources. With Entitlement funds, the City expended \$654,526 of CDBG funds and \$295,192 in HOME funds. The City submitted a revised BEDI and Section 108 application and hopes to access \$1,040,000 and \$2,091,000 respectively of those funds. This past year, other resources utilized by the City included over \$1 million spent in our Healthy Homes grant, \$227,096 in AmeriCorps funding for a City led cultural competency program and over \$437,000 in community justice grants. The additional leveraged funds, including match and CDBG leveraged dollars are detailed in the following sections.

### Identify the geographic distribution and location of investments

| Target Area                               | Planned Percentage of Allocation | Actual Percentage of Allocation | Narrative Description  |
|---|----------------------------------|---------------------------------|--|
| City-Wide Area                            | 25                               | 15                              | Low-Mod Income areas City Wide   |
| NEIGHBORHOOD REVITALIZATION STRATEGY AREA | 75                               | 85                              | The City targets much of its Entitlement funding to the Neighborhood Revitalization Strategy Area. |

Table 4 – Identify the geographic distribution and location of investments

### Narrative

In general, the Burlington targets its CDBG and HOME funds to the City's Neighborhood Revitalization Strategy Area. The Neighborhood Revitalization Strategy Area (NRSA) includes census tracts 3, 4, 5, 6 and 10 – roughly, the Old North End, downtown and the waterfront, Ward One including the Riverside Avenue corridor, and the area west of Pine Street down to Flynn Avenue. The NRSA is shaded in purple on the map below.

Of total non-administrative CDBG and HOME expenditures, \$656,348 – or 85% – was spent on programs / projects located in the NRSA this year. (Programs located outside the NRSA, such as the Champlain Valley Agency on Aging’s Case Management for Seniors program, serve a number of NRSA residents. So the dollar amount of NRSA expenditures is an estimate, not an exact number, of funds benefitting NRSA residents.



The implementation strategies for the Burlington Neighborhood Revitalization Strategy Area are outlined below, together with the actions that the City proposed to take in Program Year 2013 with its CDBG and HOME resources:

- A. Stimulate and support business growth/development on Riverside Ave., Smart Growth area, North Street area and downtown.

Funded Projects/Programs:

- Sustainable Economic Development Strategies
- MicroEnterprise Assistance
- Intervale Center Farms Program
- Women’s Small Business Program
- Brownfields Program

Annual Benchmarks:

| <u>Projected</u>                                     | <u>Actual</u>             |
|--|---------------------------|
| 5 new business start-ups assisted in the Target Area | 13 new business start-ups |
| 5 businesses retained/expanded in the Target Area    | 2 businesses expanded     |
| 5 jobs created / retained in the Target Area         | 14 new jobs created       |

- B. Support workforce development and asset building opportunities for low - and moderate-income residents.

Funded Projects/Programs:

- YouthBuild Burlington
- Women’s Small Business Program
- Volunteer Income Tax Assistance
- Intervale Center Farms Program

Annual Benchmarks:

| <u>Projected</u>                                     | <u>Actual</u>  |
|--|--|
| 1 job training program serving Target Area residents | YouthBuild Burlington trained 23 residents in weatherization |
| 3 entrepreneurial training programs serving          | Women’s Small Business Program served                        |

|   |   |
|---|---|
| Target Area residents   | 11 Target Area Residents.<br>Intervale Farms program served 10 Target Area Farms.   |
| 1 program providing Target Area residents with access to tax refunds and associated savings opportunities and/or credit education/repair programs | Volunteer Income Tax Assistance program and Low-Income Credit Action program both operated in the Target Area.<br>CASH Coalition provided 20+ workshops and activities for residents during Chittenden Saves week, many in target area. |
| 2 new farm start-ups in the Target Area   | 2 new businesses completed plans and joined the program for the growing season.   |

C. Create and preserve decent, safe and affordable housing in the Target Area.

Funded Projects/Programs:

- Champlain Housing Trust
- Housing Initiatives Program
- YouthBuild Burlington

Annual Benchmarks:

| <u>Projected</u>   | <u>Actual</u>                   |
|--|---------------------------------|
| 61 units of rehabbed housing in the Target Area                    | 11 units rehabbed               |
| Development underway on 14 new supportive units in the Target Area | 14 units completed and occupied |

D. Enhance a suitable living environment in Target Area neighborhoods through infrastructure improvements and public safety and quality of life organizing efforts.

Funded Programs/Projects:

- Neighborhood Revitalization

Annual Benchmarks:

| <u>Projected</u>  | <u>Actual</u>  |
|---|--|
| Infrastructure construction improvements on Waterfront Access North and Railyard Enterprise | Construction began on WAN in fall of 2013 and phase 2 began in the summer of 2014. Public engaged in visioning of Railyard Enterprise. |

**Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City leveraged \$32,288,231 of other public and private resources to meet identified needs through activities completed this year. These are other funds that the City and its subgrantees raised for their completed CDBG-funded activities as well as funds invested by outside entities. The sources of leveraged funds for HOME are in the table below. In addition, the leveraged funds by program type, Public Services, Housing, Economic Development and Public Facilities/Infrastructure are detailed in the table labeled - CDBG Leveraged Funds.

| <b>Fiscal Year Summary – HOME Match</b>  |         |
|--|---------|
| 1. Excess match from prior Federal fiscal year                                 | 881,906 |
| 2. Match contributed during current Federal fiscal year                        | 0       |
| 3. Total match available for current Federal fiscal year (Line 1 plus Line 2)  | 881,906 |
| 4. Match liability for current Federal fiscal year                             | 49,698  |
| 5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4) | 832,208 |

**Table 5 – Fiscal Year Summary - HOME Match Report**

| Match Contribution for the Federal Fiscal Year |                      |                            |                               |                              |                         |   |                |             |
|--|----------------------|----------------------------|-------------------------------|------------------------------|-------------------------|---|----------------|-------------|
| Project No. or Other ID                        | Date of Contribution | Cash (non-Federal sources) | Foregone Taxes, Fees, Charges | Appraised Land/Real Property | Required Infrastructure | Site Preparation, Construction Materials, Donated labor | Bond Financing | Total Match |
| 12/30/1899                                     | 0                    | 0                          | 0                             | 0                            | 0                       | 0   | 0              | 0           |

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

| Program Income – Enter the program amounts for the reporting period |   |   |                                |  |
|---|---|---|--------------------------------|--|
| Balance on hand at beginning of reporting period<br>\$              | Amount received during reporting period<br>\$ | Total amount expended during reporting period<br>\$ | Amount expended for TBRA<br>\$ | Balance on hand at end of reporting period<br>\$ |
| 535   | 1,520   | 1,620   | 0                              | 435  |

Table 7 – Program Income

| <b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b> |           |                                   |                           |                    |          |                    |
|---|-----------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
|   | Total     | Minority Business Enterprises     |                           |                    |          | White Non-Hispanic |
|   |           | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| <b>Contracts</b>  |           |                                   |                           |                    |          |                    |
| Dollar Amount   | 9,042,264 | 0                                 | 0                         | 0                  | 0        | 9,042,264          |
| Number  | 32        | 0                                 | 0                         | 0                  | 0        | 32                 |
| <b>Sub-Contracts</b>  |           |                                   |                           |                    |          |                    |
| Number  | 50        | 0                                 | 0                         | 0                  | 0        | 50                 |
| Dollar Amount   | 4,895,437 | 0                                 | 0                         | 0                  | 0        | 4,895,437          |
|   | Total     | Women Business Enterprises        | Male                      |                    |          |                    |
| <b>Contracts</b>  |           |                                   |                           |                    |          |                    |
| Dollar Amount   | 9,042,264 | 105,870                           | 8,936,394                 |                    |          |                    |
| Number  | 32        | 7                                 | 25                        |                    |          |                    |
| <b>Sub-Contracts</b>  |           |                                   |                           |                    |          |                    |
| Number  | 50        | 2                                 | 48                        |                    |          |                    |
| Dollar Amount   | 4,895,437 | 136,709                           | 4,758,728                 |                    |          |                    |

**Table 8– Minority Business and Women Business Enterprises**

| <b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b> |       |                                   |                           |                    |          |                    |
|--|-------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
|  | Total | Minority Property Owners          |                           |                    |          | White Non-Hispanic |
|  |       | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Number   |       |                                   |                           |                    |          |                    |
| Dollar Amount  |       |                                   |                           |                    |          |                    |

**Table 9 – Minority Owners of Rental Property**

| <b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition |        |                                   |                           |                    |          |                    |
|--|--------|-----------------------------------|---------------------------|--------------------|----------|--------------------|
| Parcels Acquired   |        | 8                                 |                           | 1,835,070          |          |                    |
| Businesses Displaced   |        | 0                                 |                           | 0                  |          |                    |
| Nonprofit Organizations Displaced  |        | 0                                 |                           | 0                  |          |                    |
| Households Temporarily Relocated, not Displaced  |        | 17                                |                           | 58,215             |          |                    |
| Households Displaced   | Total  | Minority Property Enterprises     |                           |                    |          | White Non-Hispanic |
|  |        | Alaskan Native or American Indian | Asian or Pacific Islander | Black Non-Hispanic | Hispanic |                    |
| Number   | 1      | 0                                 | 0                         | 0                  | 0        | 1                  |
| Cost   | 12,096 | 0                                 | 0                         | 0                  | 0        | 12,096             |

**Table 10 – Relocation and Real Property Acquisition**

**Leverage Table for CDBG**

|   |                     |
|---|---------------------|
| <b>PUBLIC SERVICES</b>                  | <b>\$5,173,060</b>  |
| Federal                                 | \$997,668           |
| HUD (Other)                             | \$167,249           |
| FEMA                                    | \$20,159            |
| Health & Human Services (HHS)           | \$484,687           |
| Department of Justice                   | \$182,302           |
| USDA                                    | \$46,000            |
| Other                                   | \$97,271            |
| State                                   | \$1,173,956         |
| AHS                                     | \$734,651           |
| Other                                   | \$439,305           |
| Municipal                               | \$26,000            |
| Burlington Housing Trust Fund           | \$7,500             |
| General Fund                            | \$18,500            |
| Private                                 | \$1,961,130         |
| United Way                              | \$478,065           |
| Other (Foundations, Fundraising, etc.)  | \$1,483,213         |
| Other                                   | \$1,014,306         |
| Fees                                    | \$981,156           |
| Rent, Interest, Misc.                   | \$33,150            |
| <b>HOUSING</b>                          | <b>\$26,413,452</b> |
| Federal                                 | \$2,244,054         |
| HUD (Lead Paint)                        | \$1,092,717         |
| HUD (Other)                             | \$1,075,937         |
| Other                                   | \$75,400            |
| State                                   | \$3,059,148         |
| Vermont Housing & Conservation Board    | \$3,039,148         |
| Efficiency Vermont                      | \$20,000            |
| Municipal                               | \$25,000            |
| Burlington Housing Trust Fund           | \$25,000            |
| Private                                 | \$21,085,250        |
| Deferred Fees                           | \$800,000           |
| Owner                                   | \$6,669,334         |
| Private                                 | \$13,566,316        |
| Program Income                          | \$49,600            |
| <b>ECONOMIC DEVELOPMENT</b>             | <b>\$97,642</b>     |
| Private                                 | \$97,642            |
| Foundations                             | \$50,800            |
| Other (Development / Owner Investment)  | \$10,542            |
| Program Revenues                        | \$36,300            |
| <b>PUBLIC FACILITIES/INFRASTRUCTURE</b> | <b>\$604,077</b>    |
| Federal                                 | \$83,262            |
| Federal Highway Authority               | \$83,262            |
| Municipal                               | \$520,815           |
| City of Burlington                      | \$520,815           |

## CR-20 - Affordable Housing 91.520(b)

**Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.**

|  | One-Year Goal | Actual     |
|--|---------------|------------|
| Number of Homeless households to be provided affordable housing units      | 68            | 14         |
| Number of Non-Homeless households to be provided affordable housing units  | 746           | 91         |
| Number of Special-Needs households to be provided affordable housing units | 290           | 113        |
| <b>Total</b>   | <b>1,104</b>  | <b>218</b> |

**Table 11 – Number of Households**

|  | One-Year Goal | Actual     |
|--|---------------|------------|
| Number of households supported through Rental Assistance             | 450           | 336        |
| Number of households supported through The Production of New Units   | 118           | 11         |
| Number of households supported through Rehab of Existing Units       | 211           | 80         |
| Number of households supported through Acquisition of Existing Units | 118           | 0          |
| <b>Total</b>   | <b>897</b>    | <b>427</b> |

**Table 12 – Number of Households Supported**

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

For affordable housing, producing new affordable rental units, preserving existing housing and rehabilitation of rental units. In the area of creating new permanent supportive housing units, all those projected were built. The production is lagging for new affordable units, but the new units continue to be developed. This year we exceeded our goal for new homeowners which might signal a shift in the housing market and mortgage financing we have experienced for the past five years. Acquiring and renovating expiring subsidy units continues to be a high priority for this Jurisdiction. Although only 26% of this goal was realized during the last Consolidated Plan, the process to preserve the affordability of these units continues and should be realized in the next 5 years. Larger development projects might have taken longer to complete, but they are not stalled.

**Discuss how these outcomes will impact future annual action plans.**

Since decent and affordable housing is the City's highest priority, these projects to acquire, preserve and create affordable housing will be funded in the 2014 Action Plan as well as subsequent Action Plans within this 5 Year Consolidated Plan.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

| Number of Persons Served | CDBG Actual | HOME Actual |
|--------------------------|-------------|-------------|
| Extremely Low-income     | 261         | 0           |
| Low-income               | 70          | 0           |
| Moderate-income          | 12          | 0           |
| <b>Total</b>             | <b>343</b>  | <b>0</b>    |

**Table 13 – Number of Persons Served**

**Narrative Information**

Housing is the essence of Burlington's neighborhoods. Support for affordable housing allows elders to remain in the homes and neighborhoods they know. Homebuyer purchase and rehabilitation programs allow the next generation of residents to own and modernize older homes.

Affordable housing is a balance to economic development. In boom times, affordable housing ensures that there is housing for workers and that rising prices do not displace residents. In a troubled economy, affordable housing development is an economic engine and its subsidies ensure that low-income residents are not made homeless. Finally, the use of affordable housing to redevelop distressed neighborhoods prevents the loss of value of the surrounding properties and encourages long-term investment by other property owners.

All the citizens of Burlington have the right to live and raise their families in homes that are safe and sound, at a cost that allows them to afford the other necessities of life. The free market for housing is often not a fair market for low-income residents, including the elderly and disabled, as well as many workers whose wages have not kept up with housing costs. Without rehabilitation and/or general housing assistance, housing conditions will deteriorate or become expensive to maintain and push people from their homes and leave others with no homes at all.

planBTV, a product of the HUD Sustainable Communities Initiative Planning Grant, emphasizes ways to promote and improve mixed use and quality urban design, affordable and workforce housing and especially housing for the downtown. In addition, the City is also participating in

the regional HUD Sustainable Communities grant, the ECOS Plan, to integrate housing, land use, economic and workforce development, transportation and infrastructure investments. Ensuring the availability of a continuum of housing, for all residents of Burlington, continues to be a top priority for the City.

This past year, the City contracted a study on downtown housing and as a result, is drafting a Housing Plan to address the housing needs of the community from homeless to market rate housing.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Continuum of Care services for the homeless in the Greater Burlington metropolitan area are delivered through a consortium of nonprofit organizations, faith-based organizations, housing developers, government agencies and the Burlington Housing Authority.

The CoC utilizes several outreach procedures to engage homeless individuals and families. These include services and outreach from the local food shelf, daytime drop-in shelter, and Salvation Army. These agencies provide meals every day in our community and are the only service providers that the homeless population routinely seeks out. Daystation is a daytime shelter open 365 days a year that allows homeless individuals a place to receive mail, eat, and make phone calls. A SAMHSA funded PATH grant funds outreach work in our community for two outreach positions to find and connect with the homeless who are mentally ill and difficult to engage, offering persons who are experiencing homelessness community-based services. A street work team, funded by our Police Department and local businesses, provides outreach to individuals, families with children, and youth sleeping on the streets in our downtown area. An Adult Local Interagency Team helps to identify unsheltered persons and provide consultation and expertise to help resolve difficult situations involving chronically homeless persons with multiple physical or emotional issues in securing and utilizing services. The goal of the team is to help keep these clients within the community and out of the correctional system, hospital, or residential services, while helping them get the support and services they need to be safe and successful.

These teams identify individuals and families who are homeless and connect them with appropriate programs, services and housing options. Many agencies use the same intake form, and Vermont 211 also plays a significant role in centralized intake of this population.

This past year the following outcomes were achieved:

With CDBG funds, the local food shelf served over 5,600 individuals who were at risk or homeless.

The Salvation Army served dinner to over 23,000 (duplicates) during the past year.

COTS Daystation, a daytime shelter, served 973 homeless individuals with services this past year, with an average of 48 per day.

SAMSHA/PATH outreach workers had contact with 450 different people over the last grant year and 126 people were case managed at some point during the grant year.

Street outreach team interacted over 2,300 times with 318 homeless individuals in the downtown area, homeless encampments, neighborhoods, at the airport, in motels last year.

Adult Interagency Team consulted on over 50 cases last year.

The Continuum explored the need for a low barrier shelter.

A Stand Down for veterans offered services and assistance to many.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

There are two emergency shelters serving single adults including veterans: COTS Waystation and Anew Place (formerly Burlington Emergency Shelter). COTS operates the Firehouse and Main Street Family Shelters for households with children. The confidential shelter operated by Women Helping Battered Women serves homeless women and children fleeing domestic violence. Spectrum Youth and Family Services operates a shelter for homeless youth. Each shelter offers case management and housing search assistance to help participants move quickly out of shelter into transitional or permanent housing, with necessary follow-up support for maintaining housing. It remains a goal of the Jurisdiction and the Continuum to increase the actual number of permanent housing and permanent supportive housing options, as well as transitional housing options so that participants will have opportunities to quickly transition out of the emergency shelters.

Transitional Housing is provided by several member agencies of the Continuum. COTS provides transitional housing to homeless individuals and families. The HowardCenter's Transitional Housing Programs provide housing for homeless persons with mental illnesses. Spectrum provides transitional housing for youth in the community. Women Helping Battered Women delivers transitional housing options for victims of domestic violence. Transitional housing is available for women exiting corrections. Veterans have transitional housing opportunities in nearby Winooski.

In addition to these programs, the State of Vermont serves the homeless who qualify with an Emergency Services Motel Voucher program with cold weather exemptions available to those in need when temperatures drop below freezing. This past year, Champlain Housing Trust, with

a multitude of state and local partners, purchased an Econo-Lodge in nearby Shelburne to provide up to 55 beds of temporary housing. Units include single rooms with refrigerators and microwaves and one- and two-room kitchenette units. Homeless guests include DV victims, those with severe mental illness and those needing medical respite as well as the general homeless population. Onsite service providers include CVOEO, Safe Harbor (which includes some medical care onsite), WHBW, Howard, Reach-Up and the VNA for medical respite cases. Case managers are available 40 hours/week. There is a property manager onsite at night as well as during the day and on weekends.

Through the Emergency Solutions Grant, administered by the State of Vermont, 705 persons for a total of 33,489 bednights or an avg length of stay of 47.5 nights, were served. The shelters were opened 100% of the time and 100% of the clients met with a case manager within 3 days of entering the shelter. 19% of the adults exited to stable permanent or transitional housing and 86% of the youth has safe exits.

### **Emergency Shelter Outcomes**

With CDBG funding:

COTS served 56 families with a total of 116 children in the family shelters where the average length of stay was 89 days.

Women Helping Battered Women served 371 adults and children with emergency shelter and the average length of stay was 27 days. 94 persons transitioned to permanent housing.

With other funding including local, private, state and other federal funds:

Anew Place (formerly Burlington Emergency Shelter) served 83 individuals between 7/1/13 and 6/30/14. The average age was 42 and the average length of stay was 113 days. 58% were Vermonters, 35% had mental health challenges, 42% had a history of substance abuse, 17% were veterans, and 16% were victims of domestic violence.

COTS served 301 individuals with emergency shelter, and their average length of stay was 23 days.

A total of 39% of clients from COTS were able to move into permanent housing from emergency shelter.

Spectrum Youth Services served 41 youth at their emergency shelter, and the average length of stay was 73 days.

At Harbor Place, 503 households were served from beginning in November when they opened their doors through 6/30/14.

### **Transitional Shelter Outcomes:**

Women Helping Battered Women served 14 adults and 19 children in Sophie's Place, transitional housing, for an average stay of 528 days. They also provided 13 adults and 8 children with rental assistance.

HowardCenter served 36 clients with their transitional housing programs, Branches and Safe Havens with McKinney-Vento funding.

COTS served a total of 47 individuals in two transitional housing programs, Canal Street and Smith House.

For Transitional Housing for youth, 24 youth stayed in Transitional Housing Programs between 7/1/13 and 6/30/14, and 5 exited to permanent housing during that time period.

- 10 of the 24 youth still reside in our Transitional Housing Programs at the end of this time period
- 17 of the 24 youth entered Transitional Housing via our Emergency Shelter

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Burlington is committed to the retention of affordable housing units with expiring tax credits. The CoC and its partners are committed to transitioning homeless persons into permanent housing and independent living and shortening the time individuals experience homelessness. Agencies focus on the Housing First approach. The community is engaging in a conversation to hold a Homeless Registry event and set goals to house our most chronically homeless beginning in January 2015.

### **Housing Outcomes:**

The Burlington Housing Authority (BHA) opened 14 new units of permanent, affordable housing for chronically homeless individuals.

BHA continues to assist the homeless with permanent supportive housing utilizing shelter plus care funding , serving 27 individuals this past year.

Pathways Vermont's Housing First team serves individuals who are chronically homeless and have serious mental health and/or substance abuse issues and especially target persons who are unable or unwilling to connect with mainstream services and resources. Pathways assisted more than 30 persons in Chittenden County who had not maintained housing with other providers. Outreach efforts focus on a client's wants and interests which includes providing housing with minimal requirements and barriers to facilitate services for persons who face barriers to housing with traditional housing programs.

Burlington agencies utilize a range of housing retention programs to assist at risk households in maintaining their housing. These services include any wrap-around support services, a hoarding task force, landlord advocacy, and a Risk Guarantee Fund used to mitigate risks on the most hard to house persons.

#### **Retention/rapid-rehousing outcomes:**

With McKinney-Vento funding, the Advocacy Project, a network of 5 nonprofit organizations, provided case management and support services to 564 homeless individuals and families to stabilize their housing.

The City provided \$5,000 to the Housing Resource Center and the HRC prevented 259 households (181 children) from becoming homeless and provided 212 households (199 children) with financial assistance and counseling to facilitate a move from homelessness to permanent housing.

The Family Supportive Housing (FSH) and the Community Housing Grant (CHG), from the State of Vermont, are key components of the system of care in facilitating access to and retaining affordable housing. FSH served 8 families (15 children) with supportive and therapeutic services, permanent supportive housing and subsidy assistance to move families with complex needs from emergency shelter and into secure and permanent housing. CHG assisted 318 households from becoming homeless with financial assistance and rapidly re-housed 228 households locally.

Community-based organizations provide job training and placement, substance abuse counseling and referrals for treatment, medical and dental care, legal advocacy and representation, mental health counseling and residential treatment programs, child care, housing search assistance and security deposit assistance to help homeless families transition

to permanent housing and independent living.

Local and state organizations and landlords work to combat homelessness among veterans. Previously unidentified veterans were enrolled in VA care and many are housed through VA housing programs. Canal Street in Winooski houses 18 veterans in transitional housing. 24 VASH vouchers are administered in locally, an increase of 12.5% from the previous year. A new health care clinic was opened in Burlington and an additional Healthcare for the Homeless Veterans Case Manager was hired. They have enrolled approximately 22 new Veterans in VA healthcare services to assist with the prevention of homelessness and/or intervention of homelessness within Chittenden County.

Housing retention and rapid re-housing with low-income veteran families is addressed with two Supportive Services for Veteran Families grants awarded to two organizations in VT. Prevention services targets individuals/families who are eligible veterans meeting at least 50% AMI and either currently homeless or at imminent risk.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Several agencies administer prevention services that include back rent assistance, home heating fuel aid, transportation, tenants' rights advocacy and legal representation.

The Housing Assistance Program operated by the Champlain Valley Office of Economic Opportunity (CVOEO), funded in part with CDBG, served 334 low to moderate income persons with emergency housing assistance to retain housing. In addition, 3 Rent Right classes were taught to a total of 15 Burlington residents.

The Warmth Program, administered locally by CVOEO and funded with state and federal dollars, provided 890 Warmth assists, meaning on average, each family was assisted twice during the heating season, some were assisted three times, representing 1,239 individuals.

The ESG program in Chittenden County served 137 persons in 77 households with homeless prevention and rapid rehousing services and 53% of those served were literally homeless.

The statewide 10-Year VT Plan to End Homelessness includes a goal to create an accountability system to ensure all institutions do not routinely discharge people into homelessness or a homeless program through a clear state policy and mandate.

Youth exiting foster care in Vermont have two primary supports that protect them from being discharged into homelessness as they exit legal custody at age 18: Youth Development Program funded with federal Chafee Foster Care Independence Program and state funds & Act 74 Youth in Transition Extended Care Program. These programs are in addition to the programming run directly by the VT AHS-Dept. of Children & Families Services. In this program, a number of youth formerly in foster care are supported with case management and connected to long-term rental assistance with local Housing Authorities, including a VT State Housing Authority Sect. 8 HCV waitlist preference for youth aging out of foster care as part of the HUD Family Unification/Youth-in-Transition Programs.

One Shelter plus Care program, funded within the Continuum of Care funding, served 18 youth in permanent supportive housing between 4/1/2013 and 7/31/2014.

Persons discharged from a mental health treatment or community bed receive state-funded assistance through the VT Dept. of Mental Health Subsidy & Care Program, VT DMH Housing Contingency Fund and the VT DMH Housing Recovery Fund. In addition, state agencies collaborate with the Burlington Housing Authority, and other affordable housing agencies to utilize Section 8 Housing Choice Voucher Programs for tenant-based and project-based rental assistance units funded by the Low-Income Housing Tax Credit Program. Patients are routinely discharged to HowardCenter transitional or step-down programs such as Second Spring, Meadowview, Next Door Program, and 72 North Winooski group home which are not McKinney Vento funded programs. Some persons leaving corrections can go to their previous residence, a transitional housing program for offenders, or to live with family. Northern Lights is an 11-bed supportive home for women returning from prison. The women's rent is subsidized while in the house (if they qualify), and upon successful completion of the program, they are given a Burlington Housing Authority (BHA) Section 8 housing choice voucher to take into the community. Dismas House serves 10 residents. Phoenix House RISE houses men out of prison and in early recovery from substance abuse for 3 to 24 months.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

While continuing the implementation of needed capital improvements in all of its public housing developments, BHA's focus this past year has been on positioning its public housing stock for conversion to project-based Section 8 vouchers through the HUD Rental Assistance Demonstration (RAD) program.

RAD Physical Condition Assessments (RPCA) were completed for both its Elderly Asset Management Projects (AMP) - (Decker Towers and Champlain Apartments) and its Family AMP (Riverside Apartments, Franklin Square and Hillside Terrace). These assessments confirm that the buildings have been appropriately maintained and are well positioned for a conversion to RAD.

BHA has received a Commitment to Enter into a Housing Assistance Payments (CHAP) from HUD for its Elderly AMP and anticipates a conversion to RAD in November 2014.

A RAD application has been submitted for the Family AMP and FY2014 Capital Fund resources have been focused on these properties in anticipation of a RAD conversion.

Highlights of BHA's accomplishments for the year ending June 30, 2014 include:

- Maintained its High Performer status for both the Public Housing and Section 8 Housing Choice Voucher programs
- Maintained a 99% lease-up rate at its public housing properties.
- Was the first PHA in northern New England to be approved for a conversion of its public housing elderly housing developments to the Rental Assistance Demonstration (RAD) program.
- Worked with over 100 households seeking to achieve financial self-sufficiency through the FSS program, with over 30% of these families building savings accounts for homeownership or other goals.
- Continued participation in the SASH program, in conjunction with its Wellness Programs, in all three of its high rises.
- Continued the DREAM program, a collaboration with students from Saint Michael's College and UVM, providing mentoring services to children at Franklin Square Apartments and Riverside Apartments.
- Continued its successful efforts to acquire and renovate privately owned Section 8 project-based developments in order to assure their perpetual affordability.
- Initiated a new supportive housing development for homeless individuals.
- Expanded its program activities assisting individuals returning to the community from incarceration.

- Continued its Housing Retention Program with funding from the Vermont Agency of Human Services.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

During this program year, there were no active resident organizations in BHA's public housing developments.

BHA continued to encouraging public housing residents to become more involved, through the following initiatives:

- The BHA board continued, when possible, to rotate its monthly meetings among BHA projects so that every resident can conveniently attend a BHA board meeting (if they so choose).
- The BHA Resident Advisory Board (RAB) with representatives from all its public housing developments and from the Section 8 program met periodically to provide input on BHA's Plans and Policies.
- One BHA program participant serves on the BHA Board of Commissioners.

In addition, through the Section 8 Homeownership Program, three new families achieved the dream of homeownership this past year.

### **Actions taken to provide assistance to troubled PHAs**

The Burlington Housing Authority is designated as a High Performer and currently does not require or receive financial assistance for its public housing developments from the City of Burlington.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The City removed the requirement that all development in the downtown be at least 50% non-residential. While originally intended to maintain a balance between residential and non-residential uses, this stipulation effectively prevented the creation of any meaningful mixed-use development. The City has addressed the barriers to affordable housing under Market Analysis and also under the Strategic Plan. As a follow up to planBTV, the City has undertaken a Downtown Housing Strategy Report to examine public policies in order to facilitate infill development and diversified housing options in the City and especially in the downtown area.

The City is currently in the process of adopting Form-Based Code. A form-based code is a land development regulation that fosters predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as the organizing principle for the code. A form-based code offers a powerful alternative to conventional zoning regulation. We are developing a Form-Based Code for the downtown and waterfront area of the City as implementation of the planBTV-Downtown & Waterfront Master Plan.

The Housing Plan will include, but not be limited to, a review of the following policies:

- Parking requirements limitations on height, setbacks, maximum lot coverage and density
- Inclusionary housing requirements with an emphasis on addressing the challenges most often raised by developers
- All aspects of the development review process
- Zoning application fees
- Historic preservation

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

As identified in the Consolidated Plan, the principal obstacle to meeting underserved needs is insufficient resources. The City worked with local agencies to explore ways to deliver services in a more cost-effective and efficient manner, as well as cooperate between agencies, as a part of the CDBG allocation process. The City partnered with United Way to use a number of similar grant application questions to allow for streamlined application efficiencies for local agencies. In addition, the City highlighted collaboration as a criteria in the selection process.

We All Belong program includes a yearlong organization change process where city departments, schools and nonprofits conduct an assessment and strategic planning to create system changes to meet underserved populations.

The City, through its Public Engagement Specialist, enhanced coordination with Refugee and Immigrant Service Provider Network and New American leadership to identify and meet unmet needs of refugee and immigrant populations. Recent outcomes include ensuring New Americans have interpreted and understandable information about transportation options and City ordinances. In addition, the staff members of CEDO received specific information on the refugee population during two staff meetings this past year.

The City identified youth as being a segment of the population underserved. As a result, the Mayor's Youth Council and City Hall Internship Program were created to support youth engagement and hear youth perspectives. Mayor's Youth Council generally has between 15-20 high school-age participants at a time, is fully student-led, and qualifies students for a partial elective credit at the local high school. City Hall Internship has seen over 60 participants in six departments of all ages, backgrounds, and interests.



It was also noted that within the City, residents with accessibility issues were underserved. Reinvigoration of Mayor's Advisory Committee on Accessibility now addresses physical, programmatic, and cultural barriers for people with disabilities. This year the Committee developed a strategic plan and was successful in creating an accessible meeting guide for the City, as well as a visible posting for citizens to make ADA inquiries and complaints.

In order to focus on seniors of all backgrounds to address housing and transportation needs, the Mayor has visited several senior centers with appropriate staff to incorporate feedback from residents who would otherwise not be able to attend City meetings. One new senior housing project is being funded within the 2014 Action Plan.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City of Burlington is completing the 3 year period of a \$2,475,000 Lead- Based Paint Hazard grant from the Department of Housing and Urban Development. These funds are administered through the Community and Economic Development Office by the Burlington Lead Program to reduce lead-based paint hazards in eligible housing units to eliminate childhood lead poisoning.

During this reporting period, BLP accomplished the following:

- Completed testing for Lead-Based Paint hazards in 62 housing units
- Performed Lead Hazard Control activities on 62 housing units
- Trained 278 individuals on the VT Essential Maintenance Practices Lead Law (EMP)
- Trained 19 low-income, incarcerated (soon to be released) individuals on the EPA Renovation, Repair and Painting Rule (RRP)
- Trained 11 individuals in Lead Abatement Worker/Supervisor
- Conducted 62 Outreach and Education events that reached over 7100 individuals

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Poverty is a regional, national and sometimes generational issue and many factors contributing to poverty lie outside of local control. According to the American Community Survey 2009-2011, 26% of Burlington residents overall and 40% of families with a female head of household live in poverty. The highest concentration of poverty exists in census tract 5 where over 50% of the residents live below the poverty level; in addition, the remaining census tracts that comprise our Neighborhood Revitalization Strategy Area (NRSA) also show significant pockets of poverty. The City invests a substantial portion of its Entitlement funding (over 70% in 2012) into programs serving the NRSA. These programs are designed to both prevent vulnerable City residents from falling into long-term poverty and provide the necessary supports to enable vulnerable City residents to pull themselves out of long-term poverty. Specific actions taken this year to reduce the number of families in poverty include the following:

A Mayoral Early Learning Initiative regarding families in poverty and children at risk focused on reviewing best practices, models and local data to effectively serve the City's children from cradle to college. Funded through a private donation, the Initiative partnered closely with the United Way of Chittenden County to do extensive outreach, conduct a series of stakeholder meetings, research national models and make sure the City efforts are aligned with the State of Vermont's Early Childhood Framework. Findings and recommendations, included in a White Paper delivered to the Mayor and the United Way in September, conclude that the City--in partnership with the State, the local early childhood community, social service organizations,

the Burlington Schools and the private sector--could support enhanced capacity and quality of early education and care through home visiting and a market-driven scholarship program. The City hopes to work with local partners to ensure strong systems of family and community support that will prepare all of Burlington's children to attain an excellent education and successfully transition to college and a career.

Vermont's population is becoming more diverse and reflective of a global citizenry. The City runs the We All Belong Program to help Burlington's non-profits, schools and city departments create more inclusive workplaces and to effectively serve Burlington's diversifying community. Over the last year, 14 organizations, schools and City departments participated in the program; 90 staff received 35 hours of training and coaching focused on cultural competency making organization changes.

In addition to this training and coaching, the program supports organization change by placing 16 full and part-time AmeriCorps members in these agencies to accomplish their equity goals. The City has been successful in recruiting State members from marginalized populations served in order to promote leadership and to create solutions directly from the beneficiary communities.

CEDO's Burlington Community Justice Center (CJC) provides a community-based response to crime and conflict utilizing the principles of restorative justice to mend the harm crime and conflict causes to victims, the community and offenders. Its role is to work with and along-side its partners of the criminal justice system accomplishing the following this past year:

- Contacted 3062 victims of crimes that happened in Burlington and of those, provided 235 victims of crime with direct services and support through a national demonstration project entitled, Parallel Justice for Victims of Crime.
- Provided 361 low-level offenders with an alternative way to be held accountable for their actions by participating in Restorative Justice Panels. Participants met with a group of community volunteers, the victim (or victim's proxy) of their crime and made amends for their actions.
- Developed workforce opportunities to gain soft and marketable skills for 188 offenders returning to the community following their incarceration by partnering with VABIR (Vermont Association for Business Industry and Rehabilitation). Twenty-three enrolled in intensive training programs developed in collaboration with our program and community partners and another 22 individuals gained employment.
- Four returning offenders served through the intensive Circles of Support and Accountability, a program intended for individuals who are both high risk and high need. Three of these successfully completed the program. Two more individuals have been accepted and have started COSA.
- Remediated over 180 tags or other instances of graffiti.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

Because Vermont and Burlington are small communities, there is overall good coordination and little duplication of services locally. The local nonprofit infrastructure is diverse, and the local public housing authority and housing trust have the capacity to acquire, rehabilitate, construct and manage an expanding supply of perpetually affordable housing.

There is room for improvement. For example, the immigrant population where language and culture are often barriers to service, improved access to services, better outreach, and communication to residents is needed. In addition, agencies as well as City departments, need to build capacity to serve a more diverse population. To this end, the City accomplished the following this past year:

The City developed a Diversity & Equity Core Team, that will soon include key community stakeholders to help implement the Diversity & Equity Strategic Plan adopted by City Council this year. Key components of the Plan include hiring practices, access to services, and evaluative tools so we can ensure our actions are addressing the needs of families in poverty and other marginalized communities.

We All Belong program provides coaching and training for participating organizations to evaluate bias throughout their systems and methods to create more equitable systems. Building internal capacity in organizations to develop and implement on-going cultural competency work is key to the success of an organization's growth and development over the long term. We All Belong piloted a Train the Trainer program last year providing over 60 hours of training to 20 staff from 5 city departments, schools and non-profits. The goal of the program will create a cohort of trainers that have the content and facilitation skills to train in their own agency as well as cross-train in partner WAB agencies.



There is a clear need for coordinated intake and assessment among Continuum of Care agencies and improved data collection for all programs including those run by the State of Vermont. In addition, the service delivery structure is weakened by the year-to-year unpredictability of operational funding and uncertain state and federal funding. This past year, the CoC engaged in technical assistance (TA) provided by HUD to evaluate a joint Homeless Management Information System with the Balance of State Continuum. The CoC also worked on an update of its Governance structure with a HUD TA provider to improve the structure and the delivery of homeless services. The two Continua developed and presented a joint Point in Time count and also cooperated in the review, ranking and selection of CoC projects for the annual CoC funding cycle.

Additionally, the private sector enhances the City's community development and housing efforts. Architects, engineers and attorneys assist nonprofit developers by providing skills and services to implement housing project. Burlington's banks have responded to a changing market and changing obligations under the federal Community Reinvestment Act by finding a number of innovative ways of support new housing models, housing organizations and approaches to affordable housing production. Local lenders also support neighborhood revitalization and small business development, financial education and free tax preparation services for low-income taxpayers. The Burlington business community has been actively represented on most community advisory committees. They have provided resources and opportunities for residents to improve their quality of life.

The Parking Advisory Committee was formed in response to the concerns of downtown businesses and employers regarding parking. Recognizing that parking is a major issue to our downtown employers, CEDO helped facilitate the Burlington Business Association and the Department of Public Works in a partnership that then brought together many businesses and nonprofits to address the challenge collaboratively. Members include private garage owners, developers, the area hotels, and other local businesses.

The BTV Ignite Committee was created to link universities, the hospital system, large tech employers, the school district, and entrepreneurs around the shared challenge of growing the digital economy in Vermont. CEDO has provided the leadership for this committee, which includes tech entrepreneurs, large tech employers, and experts in marketing and communications.

CEDO has partnered this past year with Generator, Inc., a new nonprofit created to develop "maker" space, or collaborative work space for entrepreneurs that includes shared industrial equipment. Businesses become members and include artisans, metal workers, software and hardware engineers, 3D printers, and entrepreneurs in video gamification.

The Public Investment Action Plan was a process created to encourage the private sector to develop and advance ideas to revitalize Burlington's waterfront. Successful ideas include working with a private marina developer, building a permanent home for the Community Sailing Center, and redeveloping the Moran Plant as a home for event space and supporting businesses

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City is the Collaborative Applicant for the Chittenden Continuum of Care (CoC). Since 2010, the City's Assistant Director for Housing has served as the Co-Chair of the CoC. The very purpose and function of the CoC is to enhance and ensure coordination between public and private housing and social service agencies.

The City participated in technical assistance provided by HUD for the purpose of enhanced coordination and assessment for the Continuum as well as a unified HMIS program between the Chittenden and Balance of State Continua. In addition, the Continuum is exploring a coordinated assessment system and plans to create a map of how clients move through our homeless service system.

An important roundtable discussion was held on the needs of housing and support service collaboration in April 2014. The purpose of the event, *Access to Housing for the Homeless* was to foster increased collaboration between housing managers and service providers in addressing the needs of the homeless and other vulnerable Vermonters. Efforts at the local level by Housing Review Teams, Continuums of Care, and other collaborations were highlighted. Chittenden participants discussed and addressed obstacles to accessing stable housing and made a list of action steps to bring back to the Continuum.

Working in conjunction with United Way of Chittenden County, CEDO developed a coordinated application for CDBG funding that allowed social service agencies to answer many of the same questions for both funders. Further community collaboration continues with Chittenden's Collective Impact Initiative as partner community organizations, civic leaders, government organizations and United Way come together to address the community's biggest needs. This year, the community engaged in an indepth conversation on the opiate addiction issue. Also stakeholders collaborated to secure CNCS funding for a financial security project for our vulnerable households.

The Community Development and Neighborhood Revitalization committee of the City Council continued to meet, but with a renewed focus on improving the quality of life in the

neighborhoods between our major institutions (universities and hospital) and our downtown. Members of the City government (multiple departments) and representatives of the University of Vermont, Champlain College, and Fletcher Allen Health Care routinely meet with constituents, nonprofit representatives and land owners to address shared challenges.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The local Fair Housing Working Group, of which the City is a member, met several times during this reporting period to review progress with implementation of the 2010 Analysis of Impediments to Fair Housing Choice. In addition, Vermont Legal Aid's (VLA's) Housing Discrimination Law Project, a HUD FHIP grantee (VLA/FHIP) has engaged in activities that directly address three of these impediments in the time period 7/1/2013 – 6/30/14. The impediments identified were:

**Impediment 1:** High rental and homeownership prices, as well as limited land and public resources have a disparate impact on people in protected classes who have low income by limiting their housing options.

Actions taken this year to address this impediment included:

- The City is sharing best practices and data, answering questions and advocating regionally for a wide range of housing policies that promote housing development that will benefit people in protected classes through its participation in the Chittenden County Sustainable Communities Regional Planning Grant stakeholders group.
- The City helped to provide sufficient resources for the Champlain Housing Trust) redevelopment plans for the Archibald and Bright Street project. No publically-assisted affordable housing units were lost to conversion to market rate units, conversion to commercial use or by demolition.
- The City is in regular communication with both the University of Vermont (UVM) and Champlain College about upcoming enrollment plans, housing development plans, and other creative housing options. Increasing the supply of student housing will increase the supply of affordable rental housing available to non-student renters in protected classes.

**Impediment 2:** Some housing professionals' policies and practices limit housing options for protected classes.

Actions taken this year to address this impediment included:

- CEDO and the Code Enforcement Office continue to hand out Fair Housing booklets to landlords during inspections of registered rental properties, with around one-third of all city rental properties routinely inspected annually.
- With ongoing City funding, the Champlain Housing Trust's Homeownership Center is providing interpreters for its eight-hour homeownership classes.
- CHT offers the Ready Set Rent, a program designed to remove credit and other barriers to renting an apartment. The program serves rental applicants who have been denied a CHT apartment because of poor credit or no credit history. Applicants are provided with a "golden ticket" which is an invitation to attend an orientation and enroll in the program. An applicant can become eligible to rent an apartment after they enroll in the program, complete their education, mentoring and develop an action plan to address their credit. When they demonstrate success by achieving their goals, CHT applies \$100 towards one month's rent. Many vulnerable tenants who were previously denied an apartment are now developing solid rental histories through this program.
- VLA's FHIP conducts paired fair housing testing and published two reports of its systemic and complaint-based testing results, furthering fair housing by adding to the information available to analyze the types and prevalence of such discrimination. Publication of the data also served another AFFH goal identified in this impediment of educating and informing the public and housing providers. VLA published its most recent testing findings in June, 2014.

**Impediment 3:** Discrimination against people in protected classes by real estate and other housing professionals may go undetected and unaddressed if not adequately monitored and enforced. Considering the growing number of residents in protected classes, there is greater need for fair housing awareness, education and enforcement opportunities. Actions taken this year to address this impediment included: The City provided Certifications of Consistency and matching letters of commitment for local HUD Fair Housing applications in the most recent HUD funding cycle. The City convenes a Realtor Luncheon with a panel featuring the CVOEO Fair Housing Project to educate Realtors about their Fair Housing obligations. We will also continue to feature the Fair Housing Project (FHP) as a link on CEDO's website. Assist the CVOEO Fair Housing Project in neighborhood outreach meetings promoting the benefits of inclusive communities and affordable housing. Convene a new Burlington Fair Housing Working Group, a consortium of housing providers, social workers, and municipal officials that will work to ensure that the City takes affirmative steps to address identified impediments to fair housing choice. Include the FHP in any outreach efforts involving rental property owners and real estate agents. VLA's testing and report of findings has affirmatively furthered fair housing by detecting violations and making them known. VLA also monitors and responds to discriminatory advertisements for housing informing the poster that the advertisement is discriminatory and

requesting that they change the language of the ad. VLA addressed fair housing violations by representing fair housing complainants in private enforcement actions. Between January 1, 2012 and June 30, 2014, VLA received an average of 120 fair housing complaints per year; advised 80 of those complainants per year of their fair housing rights and options for addressing violations; and represented an average of 23 complainants per year in private enforcement actions.

**Impediment 4:** Burlington's lack of enough housing units designed to accommodate people with disabilities who need accessibility modifications, frail elders and larger families limits the housing choices of these protected classes.

Actions taken this year to address this impediment included:

- o CEDO continues to operate an accessibility modification program for both rental and owner-occupied housing. In an effort to increase accessibility in Burlington, CEDO is collaborating with the Vermont Center for Independent Living and leveraging CDBG funds to modify single family homes and apartments. CEDO has reached out to non-profit partners such as the Champlain Housing Trust and Northgate Apartments to improve accessibility. At Northgate, CEDO continues to partner with the Northgate Resident Ownership Corporation to convert ground-floor units into fully accessible units with the use of CDBG funding. Our goal is to make 5% of the 336 Northgate units wheelchair accessible.
- o At the City's request to accommodate larger families which are disproportionately families of color, the nonprofit housing development organizations have included some 3 bedroom units in plans for new rental developments.
- o The City provides annual operating support to HomeShare Vermont in support of elderly and persons with disabilities. Homesharing is a simple idea where two or more people share a home to their mutual benefit, just like an old fashioned barter. A person offers accommodations in exchange for help around the house, rent, or a combination of the two. In FY 2014, HomeShare VT:
  - o Helped 74 elderly or disabled people stay in their home
  - o Found affordable housing for 83 people
  - o Paired 80 people with caregivers of their choice
  - o Matched 73 people with jobs as caregivers.

Between 1/1/12 and 6/30/14, VLA's FHIP advised 14 people with disabilities per year how to request a reasonable accommodation or modification. VLA's FHIP also conducted an average of 4 accessibility tests per year of new construction housing in that period and reported those findings

**Impediment 5:** Housing development and occupancy policies run the risk of limiting the number of affordable housing units most needed by protected classes.

Actions taken this year to address this impediment included:

- o CEDO continues to advocate for Fair Housing in discussions regarding enforcement of the limit on the number of unrelated adults. When the City Council expanded to the Residential High Density zoning District the 4-person limitation on the number “Unrelated Adults” living in a housing unit, they grandfathered all existing properties where more than 4 unrelated adults are living.

## **CR-40 - Monitoring 91.220 and 91.230**

### **Description of the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

All CDBG subrecipient activities are monitored through program reports submitted by subgrantees with each request for funds. In addition, staff make onsite monitoring visits to subrecipients each year based on factors such as whether the subrecipient is a new organization or a new CDBG grantee; how long it has been since the last onsite monitoring visit; whether there were problems revealed during the last monitoring visit; whether the program reports indicate a need for onsite monitoring; whether there have been significant changes in subrecipient staff; and the size of the grant. This year, program staff made onsite visits to all of the subrecipients.

HOME subgrantee activities are monitored through annual project reports submitted by subgrantees and through onsite visits. The purpose of the project reports is to ensure that (a) for rental housing, all HOME-assisted housing units meet federal regulations for rent and income levels as well as compliance with Housing Quality Standards (HQS) and other federal requirements; and (b) for homebuyer projects, all HOME-assisted housing units are owner occupied and in compliance with other federal requirements. This year, program staff performed a desk review (including receipt of inspection reports) for all nonprofit recipients of HOME funds. Program staff did onsite monitoring of all nonprofit recipients of HOME funds and made onsite inspections of selected units owned by the Champlain Housing Trust, Burlington Housing Authority and Cathedral Square Corporation.

CEDO has developed a web-based registry of self-certified Disadvantaged Business Enterprises and does outreach to local businesses to make them aware that the registry can help them access contracting opportunities. This registry, together with the state's online DBE registry, is available to City departments and to subrecipients for their procurement processes. Periodically CEDO publishes a public notice soliciting MBE, DBE, and Section 3 contractors for inclusion on the online registry. Further, CEDO's Housing Division works closely with the Economic Development team to reach out to known MBE, DBE and Section 3 contractors to include on the list. Finally, HOME recipients are required in the written agreements to, using the CEDO and State of Vermont registries, make the HOME-assisted project bidding opportunity available to MBE, DBE and Section 3 contractors.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Description of the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The Community & Economic Development Office is the lead agency responsible for overseeing the development of the CAPER and for administering the CDBG and HOME programs. The Citizen Participation Plan was followed for the development of this Report. A public hearing was held on September 22, 2014. The hearing was published in a local paper and reasonable notice was provided to residents to comment on the performance report.

The CAPER was published online on the City's website and over 1200 citizens were made aware of the published report and the ability to make comments via a weekly electronic newsletter, the Buzz. Comments were also solicited from the Continuum of Care via their Google Group email list.

The public comment period began on September 10, 2014 and ended on September 25, 2014.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There is no change in the Jurisdiction's program objectives or programs as a result of our experiences.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

Yes

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

The City submitted amended BEDI and linked 108 applications for HUD approval along with conducting design work, preconstruction, brownfield remediation and construction related activities for the project.

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

All HOME-funded developments that received on-site inspections and met the applicable standard during the last complete program year:

Arrowway—41 Spruce St. - #1-#7

Heineberg Senior Housing—82 Heineberg Rd. - #'s 109,115,205

McAuley Sqaure (Scholars) —110 Mansfield Ave. - #'s 4,5,9,10

Monroe Place—25-31 North Champlain St. - #'s 101,102,104,201-206,301-306

Cathedral Square Senior Living—16 Cherry St. - 4I, 6C, 7B

Peterson Place—97-103 King St. - #'s 97A, 97B, 97C, 99A, 99B, 101A, 101B, 103A, 103B, 103C

Sophie's Place—40 Red Maple Ln. & 1562 North Ave. - #'s 101, 102, 103, 104, 105, 201, 202, 203, 204, 205, 1562

Salmon Run—220 Riverside - #'s E10, G4

Avenue Apartments—1201 North Ave. - #'s 104, 106, 109, 202

Waterfront Housing—300 Lake St. - #'s 102, 106, 202, 203, 210, 304, 305, 401, 404, 406

- No developments missed a scheduled on-site inspection
- The following are issues encountered during the initial inspection of some of the above units: tripping hazard, leaking faucet, broken kitchen drawer, refrigerator door not closing properly, smoke detector disconnected, fire alarm light broken. The owner was promptly notified of the deficiency and all issues were corrected. CEDO did a follow up inspection to ensure that deficiencies were corrected and that the property met the standard.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.  
92.351(b)**

The effectiveness of the City's affirmative marketing actions for HOME units is considered a success based on the characteristics of households living in HOME-funded units. Overall, HOME-funded units provide housing to a higher percentage of households in protected classes than the general housing stock of Burlington. The Community & Economic Development Office actively encourages affirmative marketing of HOME-funded units. Recipients of HOME funds must try to provide information to and otherwise attract eligible persons from all racial, ethnic and gender groups in the housing market area. Future actions will change based on the data gathered each year.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

During the most recent complete program year, CEDO received \$1,620.00 in HOME program income and expended \$1620 in HOME program income. The following are the characteristics of the beneficiaries of the 4 projects funded with the above program income:

- Project Name: Wharf Lane Apartments

Address: 57 Maple Street

Type: Acquisition and Rehabilitation of Rental Housing

IDIS #: 1309

Program Income expended: \$95.00

# HOME units: 2

Beneficiary #1: HH size of 1, under 30% AMI

Beneficiary #2: HH size of 1, under 30% AMI

- Project Name: Avenue Apartments

Address: 1201 North Avenue

Type: Acquisition and Construction of New Rental Housing

IDIS #: 1270

Program Income expended: \$900.00

# HOME units: 4

Beneficiary #1: HH size of 1, under 30% AMI

Beneficiary #2: HH size of 2, under 30% AMI

Beneficiary #3: HH size of 2, under 50-60% AMI

Beneficiary #4: HH size of 3, under 50-60% AMI

- Project Name: 48 Oak Street housing

Address: 48 Oak Street

Type: Owner occupied rehabilitation

IDIS #: 1250

Program Income expended: \$515.82

# HOME units: 1

Beneficiary #1: HH size of 1, under 30-50% AMI

- Project Name: City Neighborhoods

Address: Scattered Site

Type: Acquisition and Rehabilitation of Rental Housing

IDIS #: 1310

Program Income expended: \$109.18

# HOME units: 4

Beneficiary #1: HH size of 1, under 30% AMI

Beneficiary #2: HH size of 4, under 50-60% AMI

Beneficiary #3: HH size of 1, under 30-50% AMI

Beneficiary #4: HH size of 3, under 50-60% AMI

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City continued to take action with both funding and advocacy to preserve the affordability of existing rental housing. With strong support from the City, Burlington Housing Authority and Champlain Housing Trust have preserved every single unit of publically-assisted rental housing in Burlington. While low-income housing is being lost to conversion and demolition all across the nation, Burlington has policies and funding priorities that have managed to both preserve existing rental housing and create new rental housing affordable to low and moderate income households.

## APPENDIX A

### Community Indicators

The City tracks a number of community indicators to measure overall progress towards its housing and community development goals and to see if changes in program strategies, objectives or activities are warranted.

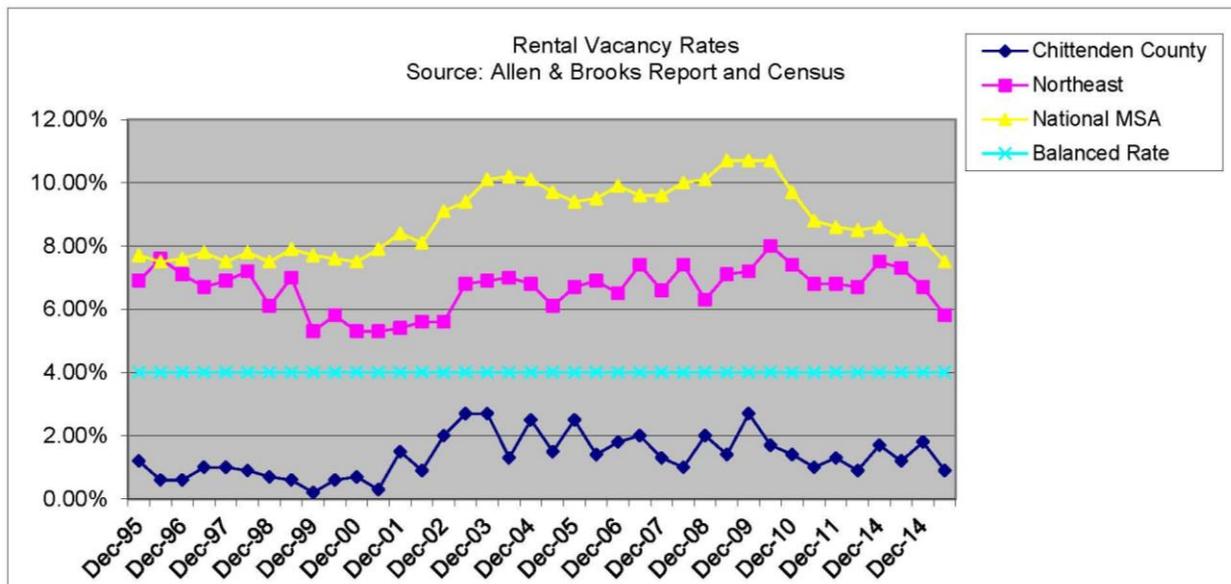
#### Decent Housing

The City's goal is that all Burlington residents have a range of housing options that offer them safe, decent, appropriate, secure and affordable housing. Indicators tracked in this area include:

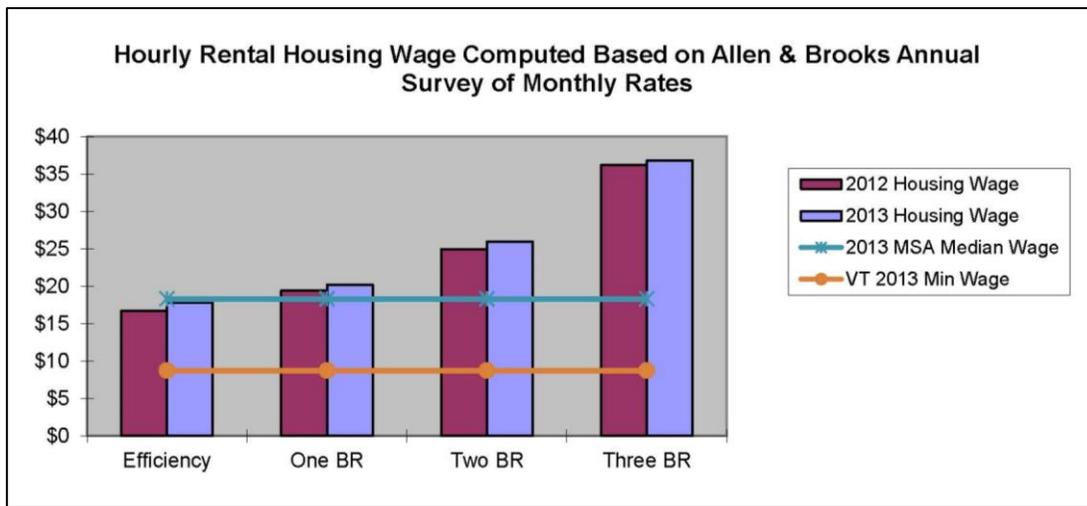
#### *Rental Vacancy Rate and Rental Affordability*

A rental vacancy rate between 3% and 5% is generally considered by most experts to be "balanced." When it falls below that level, a lack of supply will lead to escalating rents, leave people unable to find housing, and limit economic growth.

The local rental vacancy rate, measured twice a year by the Allen & Brooks Report©, is running at .9%; however over the long term, the rate is 1.4%. Rental affordability, measured by a "housing wage" that allows a tenant to pay no more than 30% of income for housing and utilities, continues to be out of reach for lower-income residents. Both indicators show a continuing high need for the production of new affordable rental units.

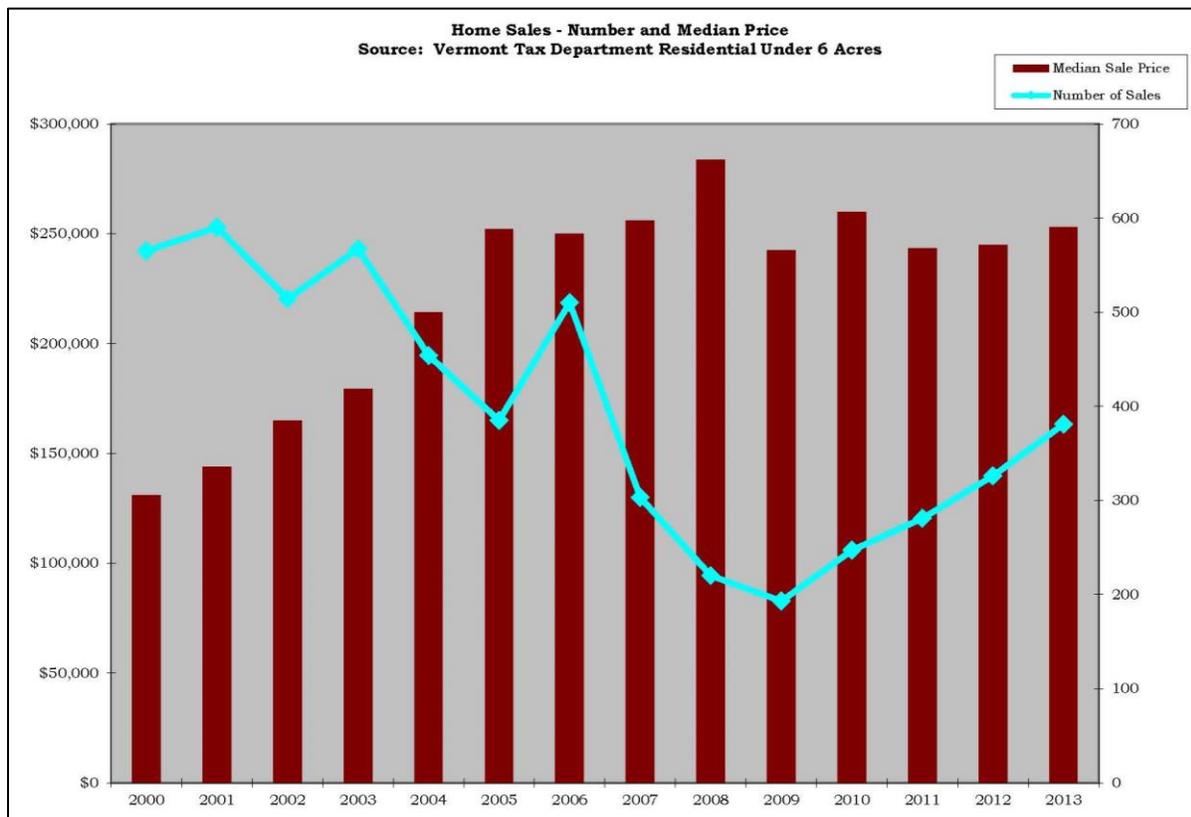


Appendix A: Community Indicators



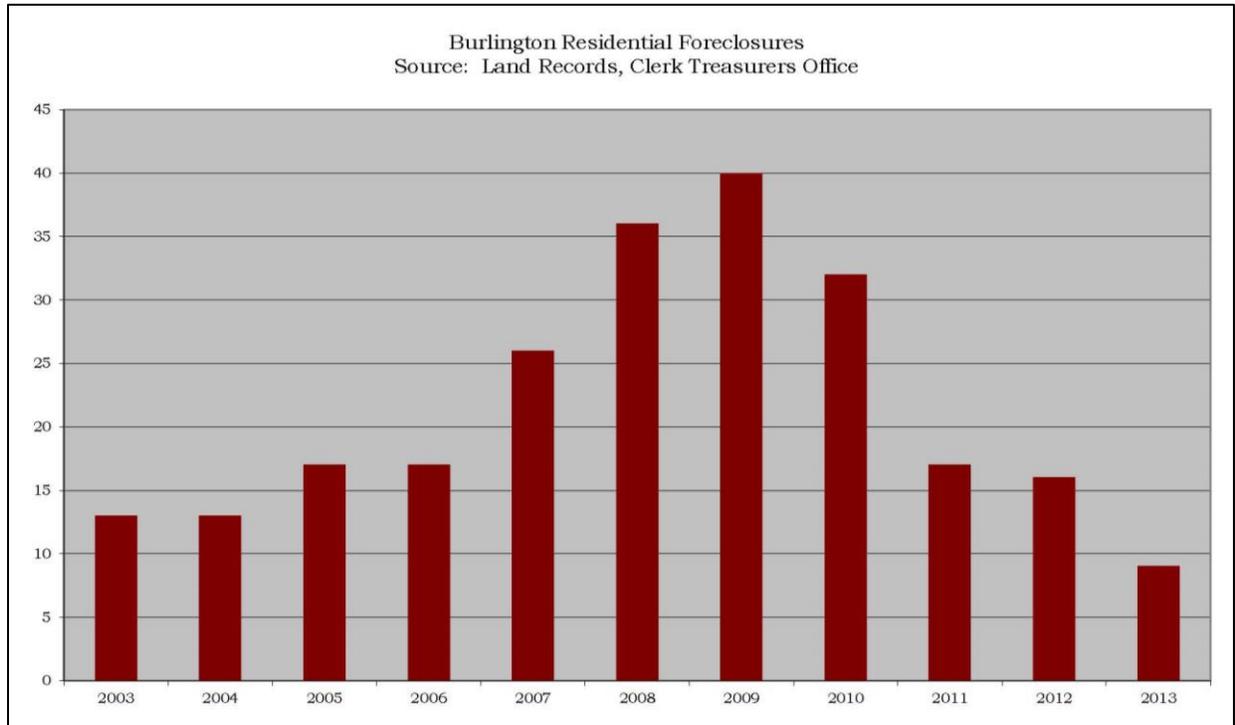
*Median Home Sales Price, Number of Home Sales and Number of Foreclosure Filings*

Home prices leveled off from 2005 to 2007, and then began fluctuating and decreasing to reflect the housing downturn experienced in most of the United States. To afford a home purchase at the 2013 median price of \$250,000, a Burlington buyer would have needed an annual income of \$75,000. That is well above the median family income in the Burlington Metropolitan Statistical Area as estimated by the 2009-11 American Community Survey (\$60,552) as well as the City of Burlington median household income (\$41,024).



## Appendix A: Community Indicators

The number of homes sold showed a dramatic decline from 2006 to 2009, with that trend appearing to reverse in 2010 with slow but increasing sales since then. Burlington has escaped the kind of foreclosure crisis experienced by other cities, but foreclosure filings did begin rising in 2007 – with escalating numbers continuing in 2008 and 2009 – before apparently beginning to abate in the first part of 2010. This trend has continued through 2013.



These indicators show a continuing need for support of affordable homeownership. The City will continue to monitor foreclosure levels; however, the data demonstrates foreclosure filings are at the lowest in the past 10 plus years. The current foreclosure prevention programs of the two federal housing counseling agencies located in Burlington – Opportunities Credit Union and the HomeOwnership Center of the Champlain Housing Trust – appear to be sufficient to meet the level of need.

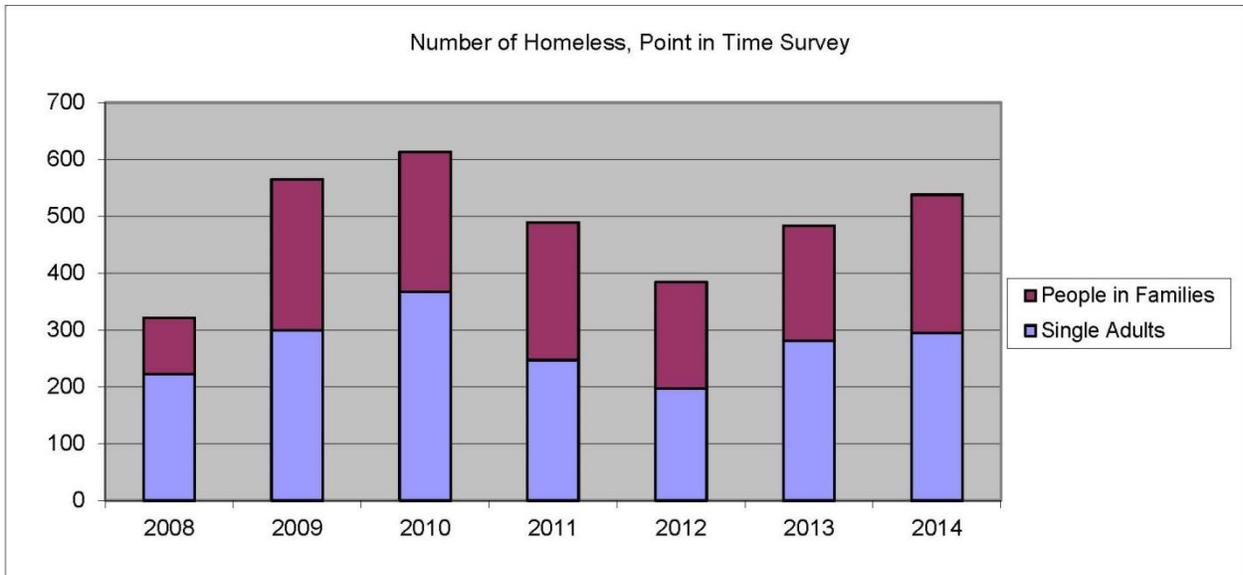
### *Number of Homeless*

Each January, local homeless and housing providers count the number of people in Chittenden County (primarily in Burlington) who are without permanent housing on a given night – including those in shelters and state-paid motels, those in transitional housing and those living in places unfit for human habitation.

The total homeless population is represented by the graph **Number of Homeless Point-In-Time Survey**. The homeless population in Chittenden County experienced an overall 15% decrease since 2009. The highest number of homeless was counted in 2010 and the lowest number in 2012. The past two years, there has been an increase in the number of homeless counted.

## Appendix A: Community Indicators

Please note the downward trend of those accessing emergency shelter with the lowest point in 2012 and then the sharp increase of 56% in 2013 due to the Emergency Assistance Motel Voucher Program. Cold weather exemptions and relaxed standards led to increased usage. It is not clear as to whether this represents an actual increase in literal homelessness in Burlington.



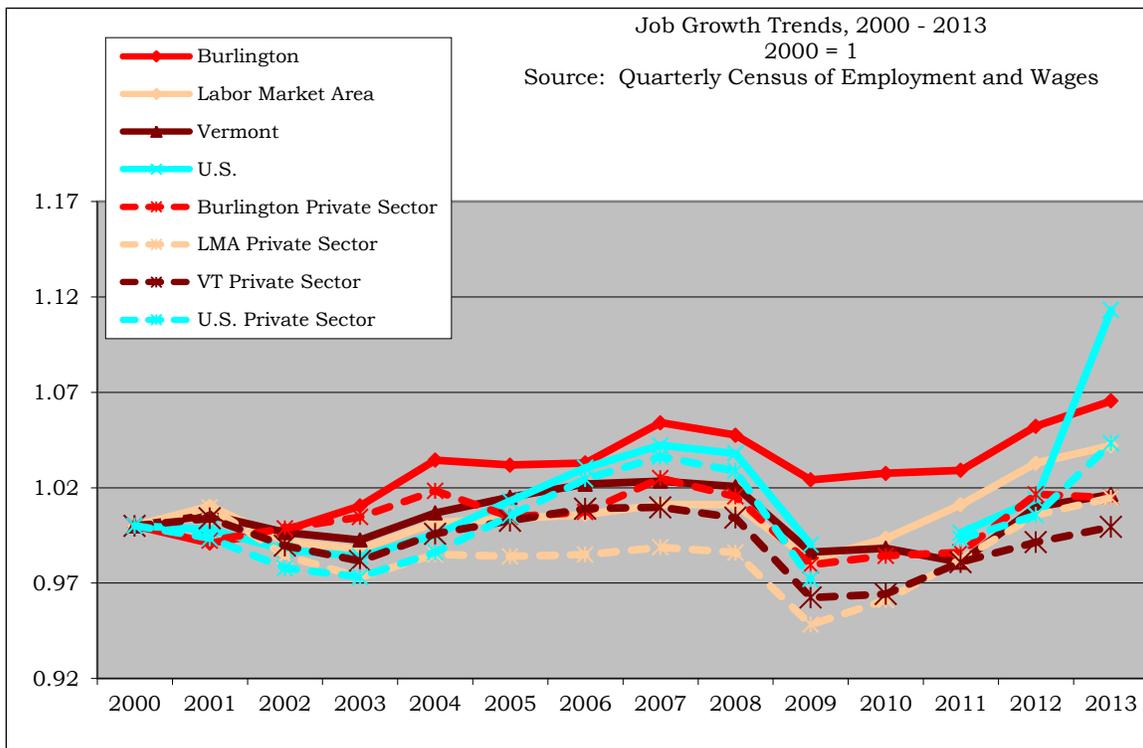
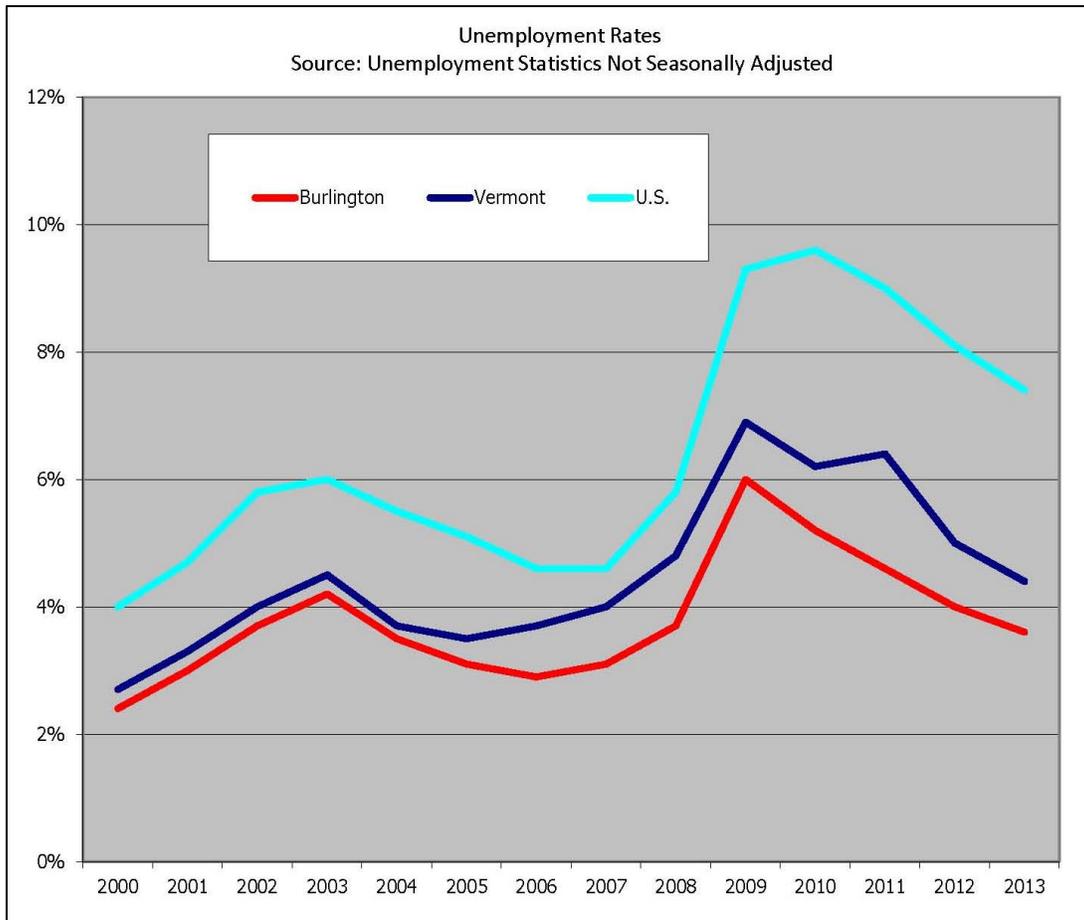
### Economic Opportunity

The City's goal is that a prosperous Burlington economy provides all Burlington residents with access to livable wage jobs, to the education and training that qualify them for those jobs, to business ownership opportunities, and to the supports necessary to access those opportunities. The indicators which we track in this area include:

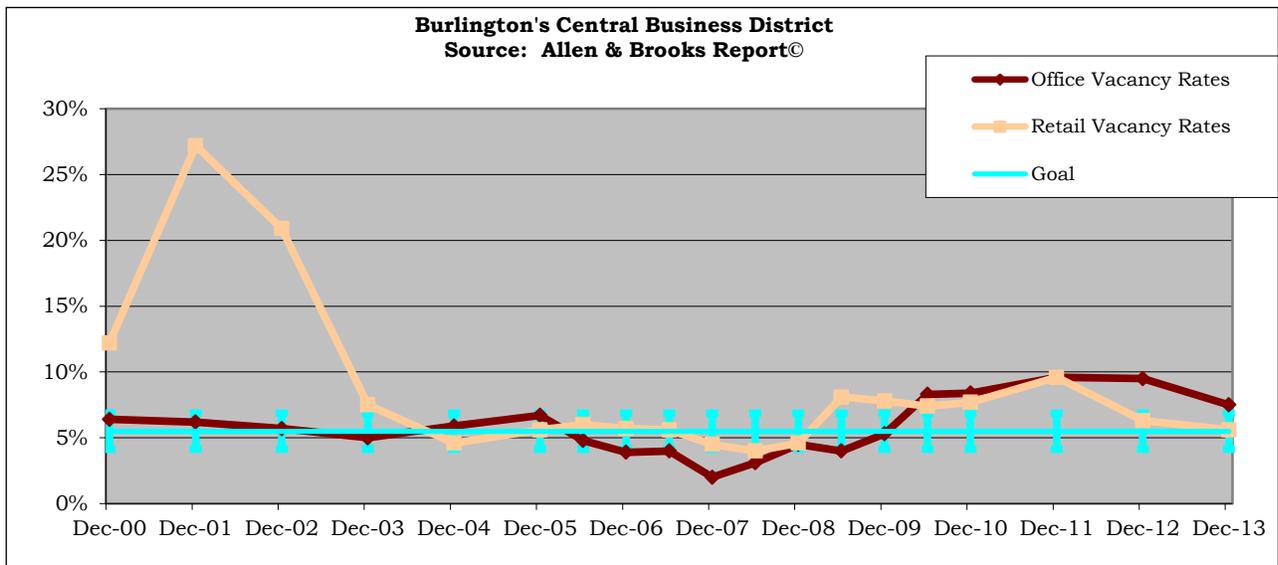
#### *Job Growth and Unemployment*

Burlington's unemployment rate continues to track state and national rates, but at a lower level. Job growth in the City and in the Labor Market Area (LMA), which is based on commuting patterns, declined sharply between 2008 and 2009. Employment, however, did appear to be following national trends with a slight increase in jobs in the LMA, including those in the private sector.

Appendix A: Community Indicators



Appendix A: Community Indicators



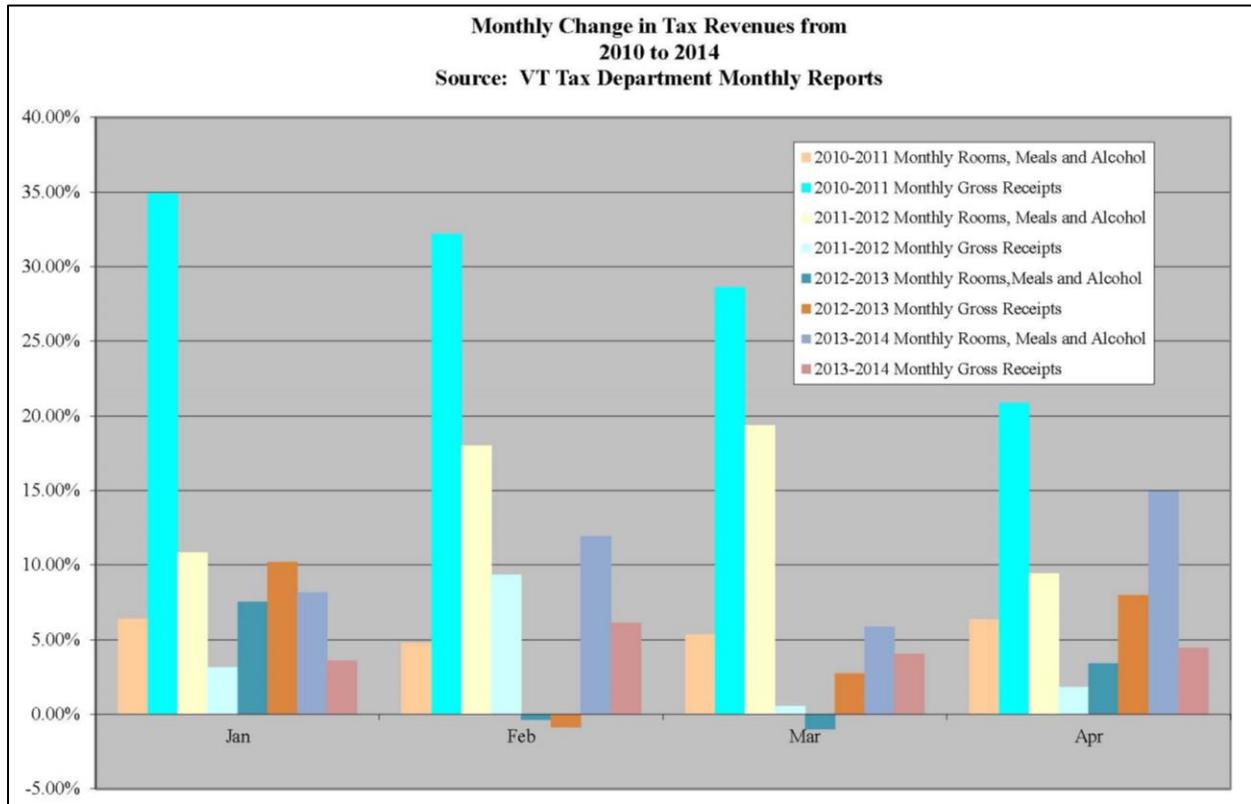
*Commercial Vacancy Rates*

The downtown retail vacancy rate jumped upwards in June 2008 and leveled out for several years. The rate then decreased in 2012. Office vacancy rates are also higher than historical norms but decreased over the past year.

*Sales and Entertainment Revenues*

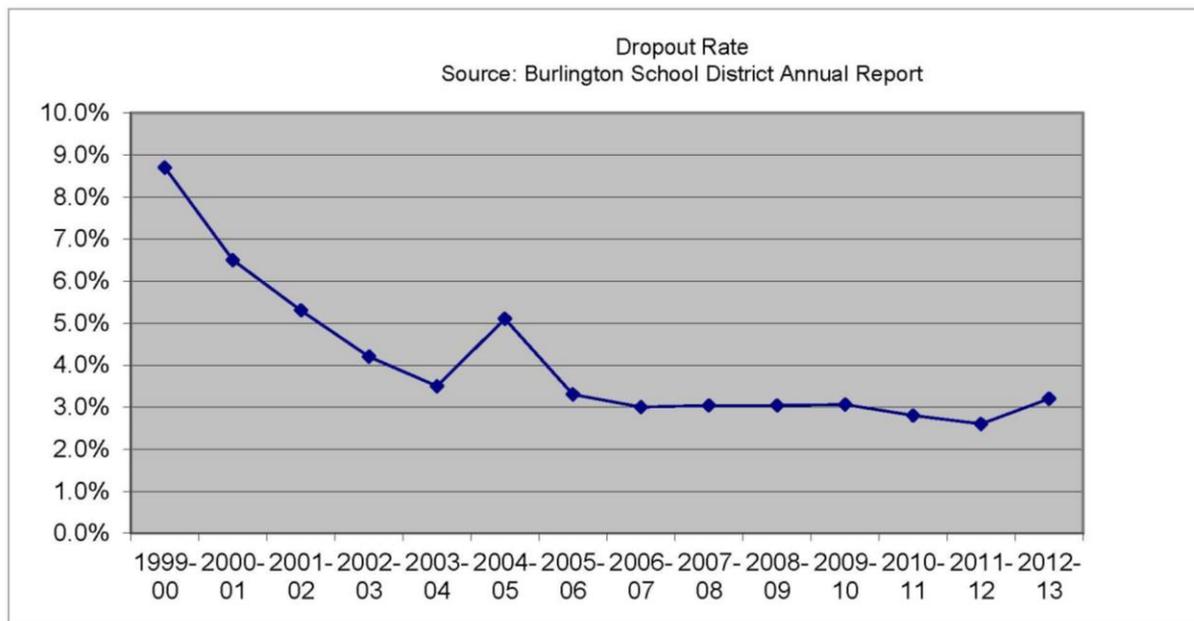
There was a rise in the rooms, meals and alcohol tax receipts between 2010 and 2011 and the rise continued significantly in the first four months of 2012. Burlington gross sales receipts, which dropped from 2006 to 2008, leveled off from 2008 to 2010. The first months of 2014 saw increases in every month compared to the year before except in January.

Appendix A: Community Indicators



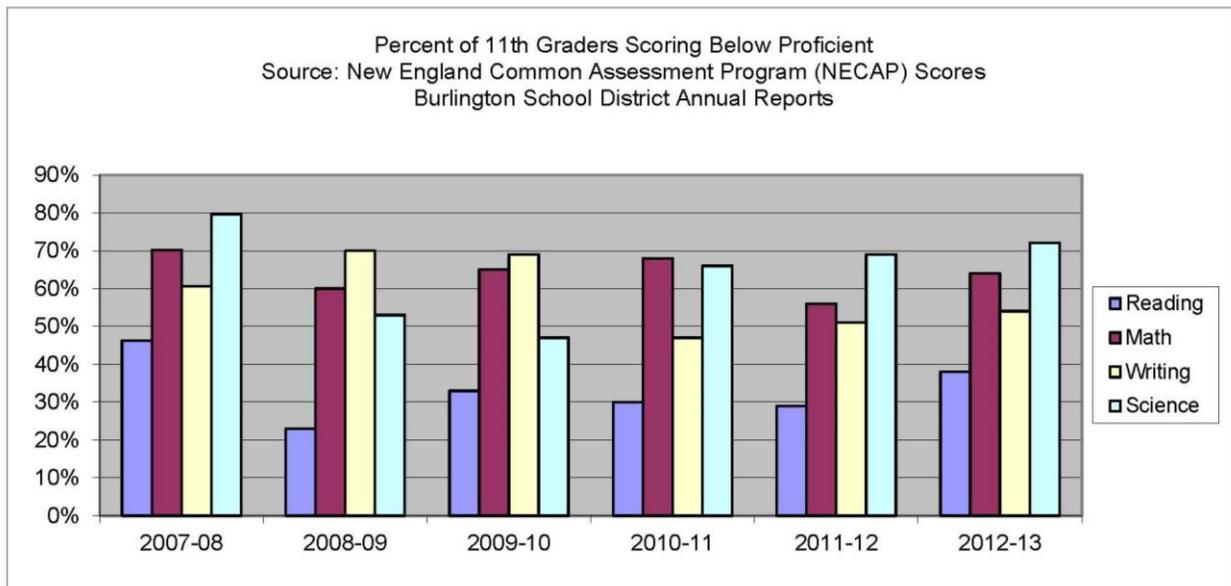
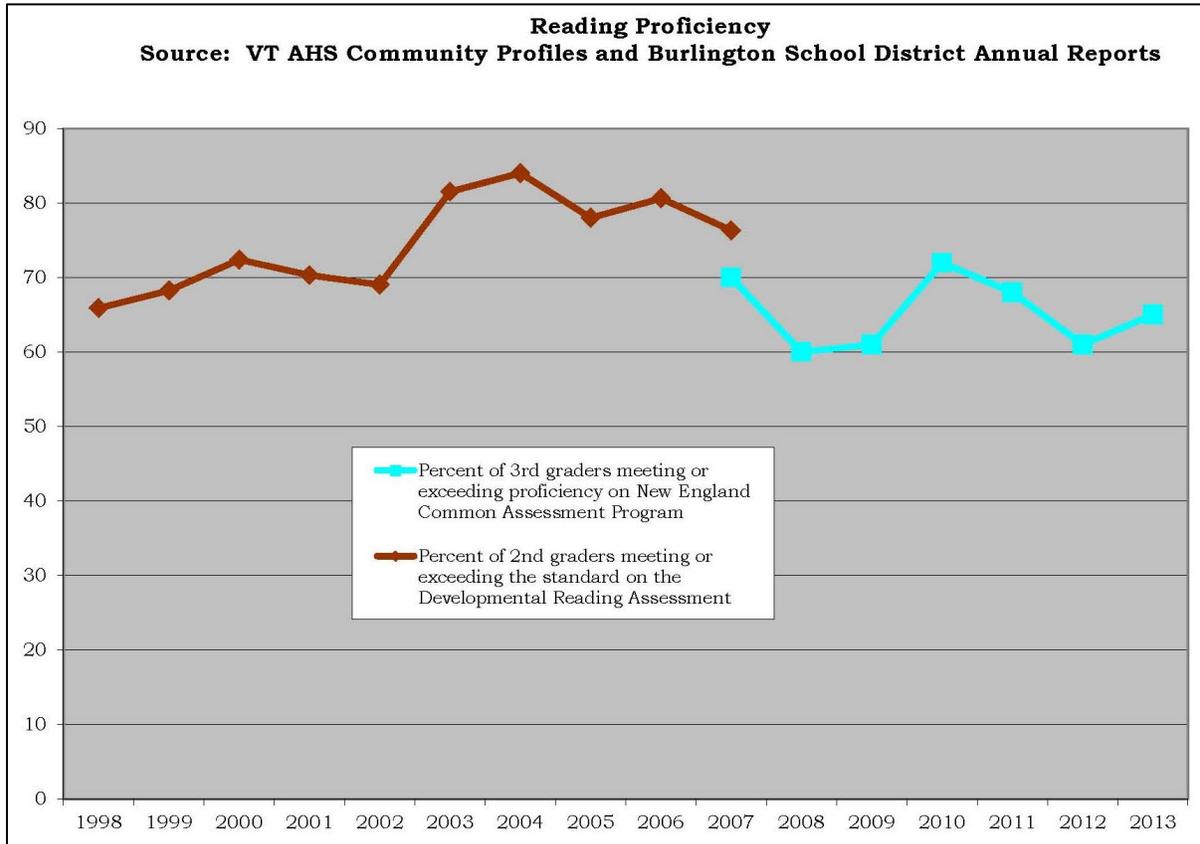
*Educational Success*

Progress made on the drop-out rate through the Burlington Truancy Project has been sustained yet there appears to be a slight increase this past year. On the other hand, increasing numbers of 11<sup>th</sup>-graders are not demonstrating proficiency in reading, math, writing and science.

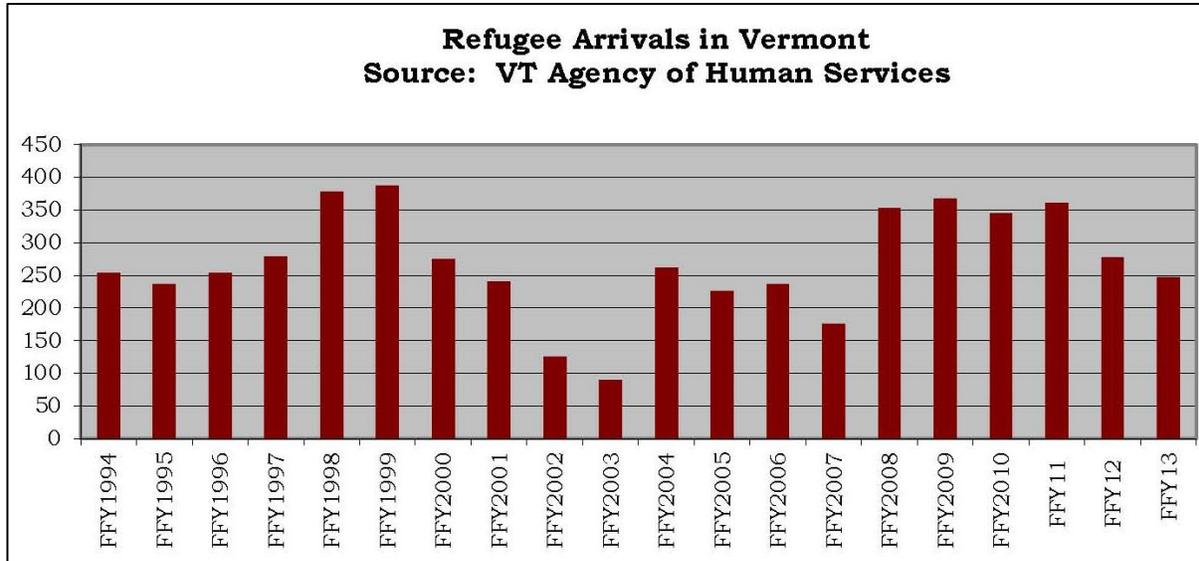


Appendix A: Community Indicators

Progress in increased early reading skills has been mitigated by increasing numbers of children with limited English proficiency. The 2<sup>nd</sup> grade Development Reading Assessment tool was discontinued after 2007; results from the 3<sup>rd</sup> grade New England Common Assessments Program reading scores are shown for later years and a slight increase for 2013.



*Refugee Arrivals*



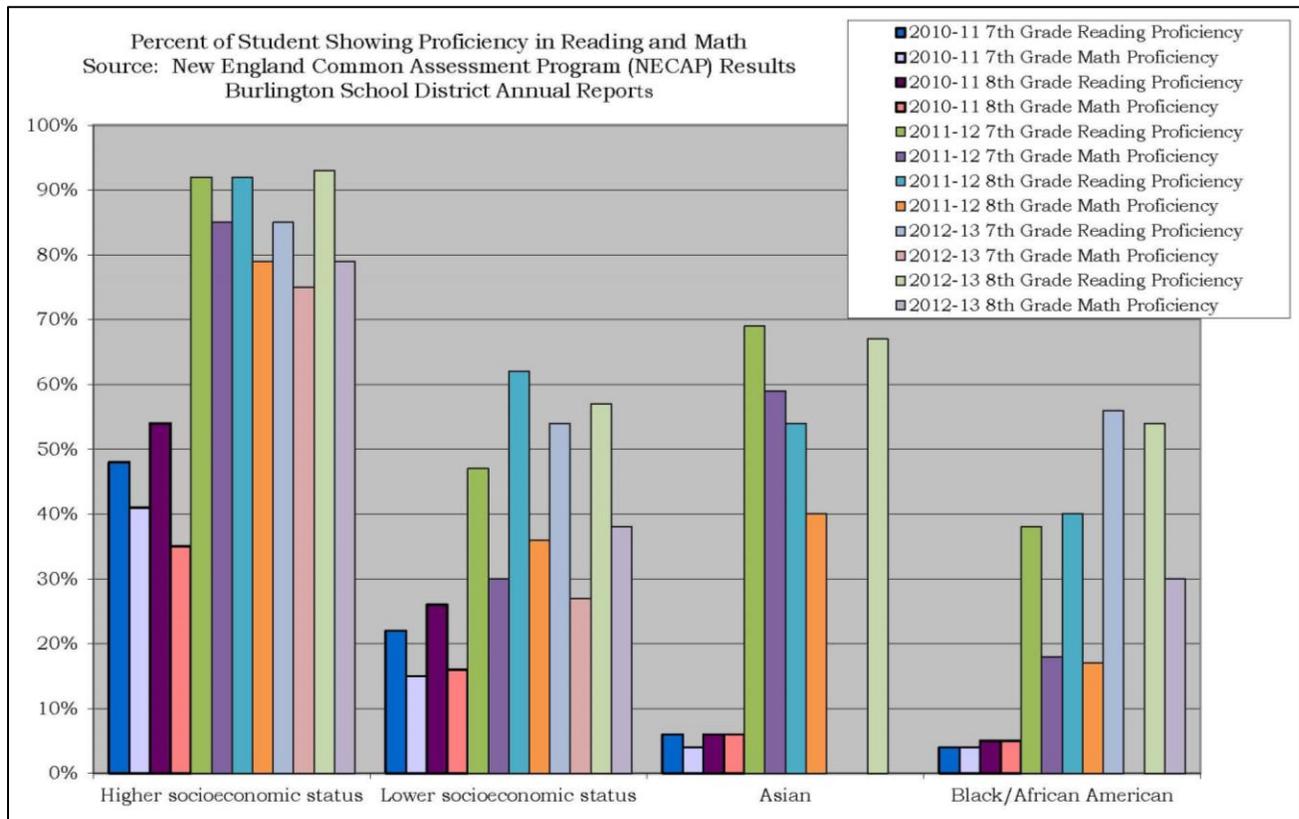
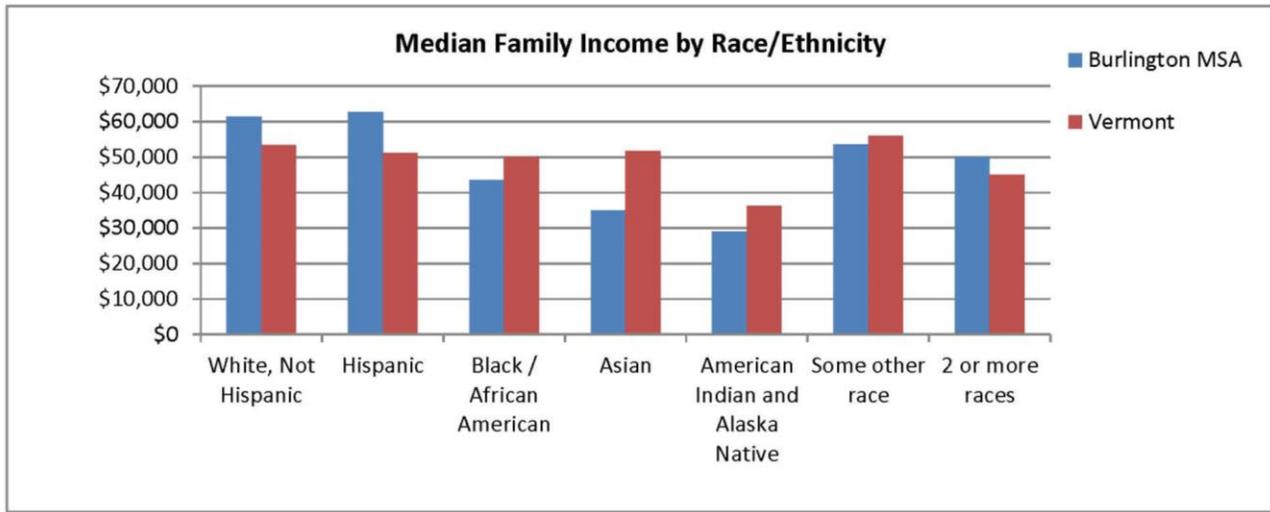
Refugees coming to Vermont are principally resettled in Burlington and neighboring Winooski. Projections for new arrivals show a continued need for English as a Second Language and other community integration services. The principal refugee groups in the upcoming year are anticipated to be Bhutanese, Somali and Iraqi.

*Equity*

The most recent data on median income demonstrates that some minority residents consistently lag behind white residents on the local and state level. While there is limited information on educational proficiency outcome measures by race because of low minority student numbers, the data most recent data shows more success in math and reading proficiency than previous years.

Median Household Income by Race/Ethnicity, Burlington MSA

Source: 2010–2012 American Community Survey



**Crime**

In the most recently published 2011 Vermont Crime Report, released by the Vermont Criminal Information Center at the Department of Public Safety, Vermont saw an increase of crimes against property by 7.1%, and against persons by 9.1%. The total Crime Index in 2011 was 15,882 up from 14,649 in 2010.