

## City of Burlington / CDBG 2011 Application Form

Eligibility \_\_\_\_\_ National Objective \_\_\_\_\_ NRSA \_\_\_\_\_  
(Office Use)

Project # \_\_\_\_\_  
(Office Use)

*Project Name: Heineberg Senior and Community Center*

*Project Location/Address: 14 Heineberg Road*

*Organization: Chittenden County Senior Citizens Alliance, Inc.*

*Mailing Address: same*

*Contact: Gail Moreau*

*Title: Executive Director Phone #: 802-863-3982*

*Web Address: heinebergcenter.com*

*Fax #:*

*E-mail:*

*gmmoreau@myfairpoint.net*

**I. CDBG Funding Request:**

\$ 125,000

**II. Project Summary: Briefly describe the project or program to be funded with CDBG. (Please use a one or two sentence description – there is room in Section IV for more detail.)**

The Heineberg Senior and Community Center is operating a very old, inefficient heating system. We have no central air conditioning. We are requesting CDBG dollars to help us replace the heating system and install a new air conditioning unit.

**III. Description of Organization: Describe the capacity of your organization to successfully carry out the program activities. What is your mission, and how do the proposed activities fit with your mission?**

The Heineberg Senior and Community Center (HSCC) has been operating at the same location since 1971. It is recognized in the community as a valuable resource for senior citizens, and elders have come to depend on the Center for vital services. The HSCC has a long track record of service and is a resource on aging and often times is the first place the seniors, families and other community members turn to when information about aging issues is needed.

As a well-respected 501(c)(3) organization in the Burlington community, the Heineberg Senior and Community Center has been a leader in elder initiatives in Vermont for almost four decades. With a dedicated Board of Directors, experienced administrative and program staff, and extensive history of successful partnerships, the HSCC plays a significant role in the way that older adults in Burlington age. Operational expenses remain quite reasonable. Many dedicated volunteers provide programming, maintenance and staff the Center.

The mission of the senior center is to provide a friendly, supportive gathering place for older adults. We celebrate a variety of opportunities to achieve a higher quality of life. All of our programs reflect the mission of the Center.

**IV. Project Description:**

- a. Describe the specific activities to be carried out by your project with CDBG dollars and the accomplishments you plan to achieve. Please distinguish the total number to be served from the number of Burlington clients to be served. Be specific about the tasks / work that CDBG will pay for. Use the table below, adding rows if necessary. You may add narrative below the table if needed for further description.

Specific Service / Activity:	CDBG will pay for:	Unduplicated Total # of Households / Persons to be Served in this Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	Outcome(s) to be Achieved:
Replacing inefficient heating system with a 2 zone heating and cooling system	New heating and cooling system	272		Everyone has access to a well maintained, efficient heating and cooling system to create a welcoming atmosphere at the Heineberg Senior Center.
			201	

- b. If you plan to pay for staff with CDBG funding, describe what they do in relation to the specific service(s) / activity(ies) described above. All staff that appear in the salary / benefits line items in your budget (Section XV) must be described below. Add rows if necessary.

Specific Service / Activity	Position/Title	Work Related to CDBG-Funded Activity	# of Hours per Week spent on this Specific Service / Activity	% of Hours per Week spent on this Specific Service / Activity to be paid with CDBG

**V. Beneficiary Information**

- a. For each service / activity you identified in Section IV, please project how the Burlington residents will break out into the following income categories. Use the Income Table at [http://www.cedoburlington.org/cdbg/income\\_limits.htm](http://www.cedoburlington.org/cdbg/income_limits.htm).

Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
Replace heating and cooling system	201	36%	36%	17%	17%

- b. Please provide a single unduplicated total beneficiary count below:

Unduplicated Total # of Burlington Households / Persons to be Served: 201	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
	36%	36%	17%	17%

**c. How will/do you document beneficiary income levels?**

We survey income levels every year of all participants.

**VI. Problem Statement**

**a. What particular problem or need will this project address?**

The Center must be maintained as a safe and sound place for all to gather. We consider this project to be a major priority to improve our service ability to all those who enter our building. Many of our participants have disabilities or physical shortcomings. All older adults have internal thermometers that do not work as well as when they were younger. Our current heating system is outdated and inefficient and we have no cooling system. The current system has existed for over 30 years and is barely meeting current code standards for efficiency. We consider this heating upgrade as essential in view of the building's age.

During a capital needs assessment that was completed in 2004 by DKM Consulting, LLC, they recommended replacing the heating system in two to four years. We are behind schedule in this regard. The present system includes two older boilers and an old water heater in poor condition. The consultants recommended removal of the current baseboard hydronic heating components, and removal or relocation of the exposed copper heating pipes in an effort to improve the appearance of the interior and to help in protecting the public from coming in contact with exposed heating pipes. The three through-wall air conditioners are in poor condition and do not adequately address the needs of the Center during the hot spells of summer. This is crucial to replace these units, as we have to provide a cool shelter for seniors who might not have air conditioning in their own homes. We open the Center at any hour during oppressive heat spells for older adults in need.

**b. How was this need identified?**

Complaints made by members and visitors and the daily observations of staff and volunteers have led to the determination of the need specified in this request.

**c. Why is this a funding priority for Burlington?**

Burlington's population is aging. It has been grossly estimated that one third of Burlington's population resides in North Burlington. It is obvious that the Heineberg Center is now, and will be, serving many of Burlington's aging citizens. The City expects the Center to provide a clean, accessible and fully functional place for seniors to meet and engage. Facilities like the Heineberg Center provide and enhance quality of life and foster participation in community affairs. Without them this quality and these opportunities for participation would most surely be diminished.

The Heineberg Center provides its programs in a warm, friendly and caring environment. We help seniors obtain information and services such as Medicare Part D pharmacy coverage; CEDO, library and other city services; SSTA and CCTA services to name a few. We provide inexpensive meals along with much needed donated food daily. These resources allow many seniors living on a fixed income to have more than they might have otherwise. We provide a place for seniors to gather and to be engaged as a community physically, mentally, spiritually and culturally. **It is rightly concluded and documented that isolation frequently leads to deterioration of our well-being.** It is also well known that many accidents occur when seniors are alone or have limited mobility. The Heineberg Center has set as its priority helping seniors to remain healthy and actively engaged in life. It seems that this should also be a priority for the City of Burlington as well.

**VII. Program Goals:** How will this project reduce the number of people living in poverty? Will it help people move out of poverty? Prevent people from entering poverty? Address basic needs of people living in poverty?

Improvement of the Center's physical conditions will keep a sound place where enrichment services for fixed income seniors can continue for future generations. The Heineberg Center provides programs that help stretch fixed incomes. In particular, those without family continue to obtain vital supports they need. Inevitably our programs prevent some from falling into greater poverty. About 36% of senior center participants have incomes less than \$15,000, while 72% report living on \$24,000 or less. Low cost and free health, nutrition and wellness programs offered at the Center help to keep seniors viable and living well. In the end, these outcomes decrease health care costs for individuals, families and the community.

- a. Are you targeting any specific disadvantaged population/group of people? If so, who are they? (i.e., people with disabilities, minorities, women with children living in poverty, people with limited English proficiency, at-risk youth, etc.)

Our target group is senior citizens.

**VIII. Equal Opportunity/Accessibility:** How do you make sure your programs are accessible to all and culturally appropriate? What equal opportunity efforts do you make in hiring and, if applicable, Board recruitment?

The Heineberg Senior Center is handicapped accessible and has been for the past twenty plus years, complying with federal standards. Our programs reflect the many cultures that are represented by the population that we serve. For example, we have hosted programs that celebrate the languages, religions and cultures that we see here at the Center. We use the federal standards for equal opportunity in hiring and in board recruitment

**IX. Impact and Evaluation:**

- a. How do you define success? How do you measure it? How many of your beneficiaries achieve it?

The pragmatic nature of the mechanical, electrical and physical changes that the Center is making will result in the improvement of utilities and space, increased safety and accessibility and greater levels of satisfaction as expressed by Center members and guests.

- b. If this is an existing project:

1. What were your projected accomplishments for your most recent completed funding period or fiscal year?  
This is a new project.

2. **What were your actual accomplishments for that period? If you did not meet projections, please explain (i) why and (ii) how you will overcome that issue in the future.**

Over the past several years, using monies from CDBG, we have installed a new elevator, automatic door openers, and we are in the process of completing our new handicapped bathroom in the upstairs room. Because of the grants received from CEDO, we have been able to make many needed improvements to the Heineberg Center. Without this help, our building would not be in the position it is now in. We serve many older adults in Burlington that depend on our building to function properly.

**X. *Community Participation & Partners***

- a. **How are the community and/or program participants involved in decision-making and in identifying the program need, design and/or evaluation?**

The Center involves participants in several ways. First, the Board of Directors is elected by the Center's participants and acts as the fiduciary and executive decision makers of the Center. The Board advises and supervises the Executive Director, assesses needs and problem solves, helps with evaluation and finds the resources needed to maintain the life and property of the Center.

Next, the Executive Director manages the day-to-day life and service of the Center and works to insure that the mission of the Center is being fulfilled. The Director supervises all staff and volunteers at the Center. The Director represents the Center's interests when called for in the community-at-large.

Finally the Center holds informational meetings each month and an annual meeting for the inclusion of its participants and associates. The Center also seeks participation on standing and special committees and in service groups.

- b. **What other agencies or sectors (i.e., government, private) do you work with on this project/program?**

The Center is currently a recipient agency of the United Way. The Center has also received designated financial support from the City's Treasury. However, none of these funds are being used for capital projects. Historically we have sought capital funds from foundations, businesses and individual donors in the event that CDBG funding falls short of our anticipated needs.

We collaborate with many organizations to provide unduplicated services to elders in our community. We work with Champlain Valley Agency on Aging, VNA, Fletcher Allen Health Center, SSTA for transportation, Burlington Parks and Recreation, Burlington School District, Cathedral Square Housing Corporation, Department of Disabilities, Aging, and Independent Living, Long-Term Care Coalition, COVE, CEDO, and the Champlain Senior Center. We also partner with private organizations, such as Jazzercise of Burlington and the Elks Lodge.

## **XI. Sustainability**

### **a. How will this project have a long-term benefit to the City of Burlington?**

The longer the vitality and functionality of the Center remains in good health, the greater will be Burlington's return on investment. The City's demographics indicate the growth of the retired population. In view of this fact, it is clear that Burlington's need for effective service centers will be paramount to its livability. The Heineberg Center is a cost effective way to provide programs to elders. It operates a lot of programs with limited resources. The City benefits in a least two ways. First, the Center adds to the improved health and well-being of older citizens, and second it serves as a community asset for the neighbors and organizations that use the facility for other purposes. It is clear that the Heineberg Center must remain a vital community center for Burlington as acknowledged by the AARP Livable Community Project's report.

### **b. If the project ends, will that benefit continue?**

Even without this request for capital improvement, the Heineberg Center will continue to provide services to seniors in Burlington and beyond.

### **c. If CDBG funding ends, will the project be sustainable (i.e., able to continue)?**

If CDBG funds are not granted at all, the project will be delayed until such time as the Center can raise funds from alternative sources. There is no doubt that the new heating and cooling system will be sustained by proper maintenance and supported by financial support from the community through additional fundraising. The Center also uses building rentals, in-kind support and volunteers to sustain the property. Because of our non-profit and volunteer basis for organization, we expect our staff, the Board of Directors and our members to be actively involved in the acquisition of continuous funding for upkeep and proper maintenance.

## **XII. Consistency**

### **a. What Consolidated Plan objective does this project support?**

**SUITABLE LIVING ENVIRONMENT GOAL:** All Burlington residents enjoy livable, attractive neighborhoods, are assured of safety and quality of life in their neighborhoods and in their homes, and have the necessary community supports to thrive.

### **b. What other City plans, if any, does this project support or complement?**

In its study "Livable Community for Senior Citizens", AARP reports that the City has a strong desire to provide meaningful opportunities for seniors to take their health and wellness into their own hands. The Heineberg Center each day provides an environment where this desire can be fulfilled. We also work closely with Burlington's Parks and Recreation Department as a compliment to and advocate for its senior oriented programs.

## **XIII. Readiness to Proceed**

### **a. Is the project ready to begin July 1, 2011 and be completed by June 30, 2012? Yes.**

### **b. If not, what are the expected start and completion dates?**

**c. Are there any other conditions that may affect your ability to begin or complete this project?**  
 Only delays caused by acquisition of approvals for Historic Preservation and City permitting that are typical in such projects. Because we have experience with both of these processes already, we are confident that we will achieve success within the time frame assigned by the grantor.

**i. Financial Narrative**

**a. Why should CDBG resources, as opposed to other sources of funding, be used for this project?**  
 The Heineberg Senior Center effectively addresses the needs of elders living on limited resources by creating programs that support the need to keep elders healthy, independent, and actively engaged in our community. This grant request meets CDBG criteria for a large scale, capital improvement project. The Heineberg Center has a reliable and successful history of its use of CDBG funds and in our opinion the Center merits funding for this request.

**b. Describe your use of community resources. For example, will your project be matched or leveraged with other funding sources or resources (such as volunteers) that don't appear in the budget summary below?**

If necessary, it is likely that additional funding sources will be found to match funds from the City. The Center's volunteer Board and paid staff will pursue this avidly. In addition, we expect to receive some in-kind services from local contractors and vendors who have a heart for the work and services provided by the Center. Whenever it will be possible to trim the overall costs for this project we will strive diligently to do so.

**c. Has your organization had any significant changes in funding levels over the last year? If so, please describe.**

We have not had any significant changes in funding levels over the last year.

**d. What percent of Agency funds are used for administration vs. program costs?**

Our administrative costs are 15% of our budget.

**XV. Budget**

**a. Summary**

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$ 0	\$ 125,000	\$ 0	\$ 125,000
State			0	0
Federal			0	0
United Way			20,000	25,000
Private			10,500	10,500
Program Income			24,550	24,550
Other			71,000	74,000
<b>Total</b>	<b>\$ 0</b>	<b>\$ 125,000**</b>	<b>\$ 126,050</b>	<b>\$ 259,050</b>

\* Must match your CDBG request amount on Page 1.

\*\* Must match in all three boxes on Pages 7 and 8.

**b. Proposed Project Budget Sources**

CDBG	\$ 125,000 *
<b>Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)</b>	
	\$
	\$
	\$
	\$
<b>State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)</b>	
	\$
	\$
	\$
	\$
<b>United Way of Chittenden County</b>	\$
<b>Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)</b>	
We expect to receive in-kind assistance from local building service organizations.	\$ unknown
	\$
	\$
<b>Other – please specify (i.e., fee-for-service, etc.)</b>	
	\$
	\$
<b>TOTAL</b>	<b>\$ 125,000</b> **

**c. Proposed Budget Uses**

<u>Line Item</u>	<u>CDBG</u>	<u>Other</u>	<u>Total</u>
Installation of new heating and cooling system	\$ 125,000	\$	\$ 125,000
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>TOTAL</b>	<b>\$ 125,000</b> *	<b>\$</b>	<b>\$ 125,000</b> **

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