

## City of Burlington / CDBG 2011 Application Form

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

Project # D13  
(Office Use)

**Project name: Increased Services for Burlington College Students and Community**

**Project Address: 351 North Avenue, Burlington, VT 05401**

**Organization: Burlington College**

**Mailing Address: 95 North Avenue, Burlington, VT 05401**

**Contact: Michael F. Luck PhD.**

**Title: Vice President**

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I. *CDBG Funding Request:*

**\$ 15,000**

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 funding will be used to help support the retrofitting of space on the greatly expanded new campus for Burlington College (the old Roman Catholic Diocese of Vermont). The space preparation is required in one wing of the new campus building (built in 1880) and formerly housing the St. Joseph's Orphanage and Asylum. The 1880 building is predominately in original condition.

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?

Burlington College is a private not for profit liberal arts institution that emphasizes the dynamic relationship between education and experience. Founded in 1972 as the Vermont Institute of Community Involvement, the College has from its origin focused on integrating learning, personal development, and community engagement. The College is located in Burlington's Old North End neighborhood, the most traditionally underserved and culturally diverse section of the city. According to the Community Economic Development Office (CEDO), the Old North End constitutes the highest concentration of poverty in Burlington. Along with providing an opportunity for the poor and underserved to have a chance at an Associates degree or Bachelor's degree we also provide free computer literacy courses and tutoring to new refugee residents, offer cultural events and community meetings that familiarize them with the College and our local culture, and serve the low income and refugee members of our community through our Pro-se Legal Clinic.

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:
Retrofitting space in 1880 new campus bldg	repairs, painting & lighting	over 500	over 500	adequate space for more North students and community groups

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
retrofit of space	516	76	152	184	104

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

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

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

Student applications and financial records

Addresses and zip codes of community citizens utilizing space at the College

General demographics of community groups

#### VI. *Problem Statement*

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

As Burlington Colleges relocates from 95 North Avenue to the new and expanded campus at 351 North Avenue 47,000 sq ft (the old 1880 St Joseph's Orphanage and Asylum) of the 77,000 sq ft campus building must be repaired and restored. Although the past owners (The Roman Catholic Diocese) updated the stairs, sprinkler systems and other code requirements in the 1880 building, the walls, floors and lighting require a makeover to create acceptable and useable space.

b. *How was this need identified?*

A general walk through of the building easily demonstrates a need for fixing and repairing, walls, floors and ceilings. The City of Burlington, Fire Marshall and other code inspectors have indicated the need for general retrofitting over a convenient period of time.

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

Burlington College represents the only community based educational institution in the Old North End. The College has consistently served veterans, single mothers and the new arrivals from other countries since locating the campus in the old Colodny Market at the intersection of North Street and North Avenue in 1983.

*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*

**Burlington College provides educational opportunity from one class to matriculation to a degree. We also provide many services for those who are needy in the community including space to hold meetings and informational sessions. Since its inception, Burlington College has served a largely first generation, low-income population. No one has ever been turned away because of their ability to pay. In our first years, 100% of our population was first-generation, comprised largely of veterans, single mothers, and older Vermonters returning to school to finish degrees. In recent years, with the inclusion of degrees in Cinema Studies and Documentary Studies that attract younger students, we have seen our population shift to include a larger portion of “traditional” aged students applying for admission following high school, and we have recently begun to track first generation information where it was not necessary to do so in the past. Today, approximately fifty percent of our students are first generation college attendees. Fifty-three percent of our student body is native Vermonters. Seventy-eight percent of our students are white with the remaining twenty-two percent identifying as Black, Hispanic, Asian, or non-resident aliens. Our student body includes students from Somalia, Brazil, Pakistan, the United Kingdom, Canada, and Israel. Seventy-five percent of our students are low-income and qualify for financial aid, grants, and supplemental assistance.**

- 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.)

**The College’s target population has always been focused on the citizens of the Old North End. Over the years the needs and services (like providing English proficiency and use of legal services classes) have been altered to accommodate shifting populations and new requirements.**

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*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?*

**Burlington College is well connected with most all the community groups in the Old North End. We advertise and promote all classes and special weekend community learning modules. Our modest staff and faculty reflect the variety of ethnic backgrounds and cultures represented.**



The College works closely with community groups in the Old North End as well as the faculty and staff of the College who are predominately local practitioners to plan and evaluate all the community based activities and curriculum development that meets community and student needs. For example, the College recently began offerings in "Fine Furniture Making."

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

The College works with the City, the community, the Old North End Community Groups, the accrediting agency of the New England Association of Schools and Colleges (NEASC), other Colleges in the region, state and elsewhere.

## XI. *Sustainability*

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

The long term benefit to the City of Burlington is having a thriving community based educational institution providing a variety of services and opportunities to learn advance and see a brighter future. The College is the only institution directly engaged with the life of the citizens in the Old North End.

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

When this current project/request for funding is completed the result is recurring activities and educational programs for the community. Once the new 1880 building space has been updated it will last with reasonable maintenance for decades.

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

If CDBG funding ends the result of the funding will have a lasting impact in permanently renovated facilities so the College's project of adequate facilities will have been met.

## XII. *Consistency*

- a. What Consolidated Plan objective does this project support?

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

The City plans suggest that the protection and thoughtful development of the waterfront and area immediately surrounding Lake Champlain be carefully implemented. Burlington College intends to maintain the new campus with 32 acres on the waterfront in a setting that preserves the integrity of the land and allows for some modest additional housing for students.

**XIII. Readiness to Proceed**

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

Yes !! All the faculty and staff relocate to the new campus in May 2011 and work will begin in stages soon after and be completed within the year.

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?

The College is seeking other funding from philanthropists and grants. However, the needed improvements can be made floor by floor as funding becomes available.

**XIV. Financial Narrative**

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

Burlington College started as an educational service to the immediate community of Burlington and the Old North End, continues to play that role and now can do more with the space on the new campus. The entire mission of the College and the retrofitting of the new campus is community development at its best.

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?

Burlington College expects that the completion of the retrofitting of space on the new campus will require a partnership of public and private financial resources, donated materials, volunteer effort as well as College resources.

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

The College's funding levels have strengthened from a continuing rise in the number of students matriculating at the institution. We have also initiated a much more robust fund raising program and will publicly announce the institution's first Campaign in the spring of 2011.

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

All funds committed by the CDBG will be used directly for materials and labor to retrofit the 1880 building on the new campus.

**XV. Budget**

a. Summary

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$ -0-	\$ 15,000 *	\$ 4.8 million	\$ 5.9 million

State	\$233,000	\$15,000		
Federal	\$138,000			
United Way	-0-			
Private		\$1.150 million		
Program Income	-0-			
Other				
<b>Total</b>	<b>\$ 371,000</b>	<b>\$ 1,165,000 **</b>	<b>\$</b>	<b>\$</b>

*b. Proposed Project Budget Sources*

CDBG	\$ 15,000 *
Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)	
<b>U.S. Department of Energy</b>	<b>\$ 138,000</b>
	\$
	\$
	\$
State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)	
<b>Vermont Clean Energy Fund</b>	<b>\$ 233,000</b>
	\$
	\$
	\$
United Way of Chittenden County	\$
Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)	
<b>New Home Campaign</b>	<b>\$ \$650,000</b>
<b>Kresge Foundation</b>	<b>\$ \$500,000</b>
<b>Vermont Historic Preservation Grant</b>	<b>\$ \$15,000</b>
Other – please specify (i.e., fee-for-service, etc.)	
	\$
	\$
<b>TOTAL</b>	<b>\$1,551,000 **</b>

*c. Proposed Budget Uses*

Line Item	CDBG	Other	Total
Cleaning wall surface and painting	15,000	48,000	63,000
HVAC	-0-	924,000	924,000
Repair of slate roof	-0-	244,000	244,000
Window treatments (lead paint and storm windows)	-0-	181,000	181,000
Lighting	-0-	154,000	154,000
<b>TOTAL</b>	<b>15,000</b>	<b>1,551,000</b>	<b>1,551,000</b>