

City of Burlington / CDBG 2011 Application Form

Eligibility _____ National Objective _____ NRSA _____
(Office Use)

Project # D5
(Office Use)

Project Name: ReTRAIN YouthBuild Energy Efficiency Construction Project

Project Location/Address: Burlington

Organization: ReSOURCE (formerly ReCycle North)

Mailing Address: 266 Pine St, Burlington, VT 05401

Contact: Tom Longstreth

Title: Executive Director

Phone #: 802-658-4143 Ext14

Web Address: www.resourcevt.org

Fax #: 802-658-0543

E-mail: tlongstreth@resourcevt.org

I. CDBG Funding Request:

\$35,000

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.)

ReSOURCE seeks funding to support its YouthBuild Energy Efficiency Construction Project, which will build affordable housing, protect the environment by reducing CO2 emissions from poorly insulated housing stock, train at-risk youth in fields which provide a livable wage and have a great and increasing demand for skilled workers, and expand access to energy efficiency programs, which provide substantial relief for low income families living in Burlington. Over the course of this project, twenty disadvantaged youth, who have dropped out of high school, will earn a living stipend, learn energy efficiency skills, and have the chance to complete their high school education while developing vocational and leadership skills before graduating and becoming gainfully employed.

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?

In 1991, ReSOURCE opened its doors to create a space where materials could be reused and human dignity could be renewed. Since then, the organization has grown from a small shop that sold reused furniture and appliances to a multi-faceted organization with 58 staff and four locations that create a marketplace for reuse while providing new opportunities to the under-skilled and long-term unemployed. In addition to providing goods and services at an affordable price to a wide demographic, ReSOURCE also uses its three shops to provide job and life skills training to displaced persons and at-risk youth. ReSOURCE's mission is to (1) protect the environment by reducing the amount of reusable and repairable items dumped in landfills, (2) give individuals in transition valuable job skills, technical training and more opportunity and (3) alleviate the effects of poverty by making vital household goods and building materials available to the poor. ReSOURCE has been expanding its services and programming to offer more opportunities to at-risk youth and low-income families. In 1996, ReSOURCE began its apprentice-style and educational training programs, and in 2004, took on the YouthBuild program. The YouthBuild program serves 16-24 year old youth who have dropped out of high school and need a comprehensive development and job training opportunity. Youth are trained in construction skills while building affordable housing and working alongside ReSOURCE's Deconstruction Service. ReSOURCE works to achieve its mission of reuse, job training, and poverty relief while providing social entrepreneurial opportunity for disadvantaged youth through its YouthBuild and other training programs. ReSOURCE YouthBuild is an affiliate of YouthBuild USA, which has been selected as one of America's 12 best nonprofits by a survey of nearly 3,000 nonprofit CEOs. Of special mention is YouthBuild USA's success at working with government to bring resources into low-income communities. Also cited was YouthBuild USA's empowerment of its broader network of affiliates around the country.

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. 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:
Weatherization service for low income families	YouthBuild Weatherization Instructors salaries to train students, run crews, and complete projects, a portion of student stipends	Weatherization: 6 Households (avg number of persons in each house hold: 5=30 persons)	7 Households (avg number of persons in each house hold: 5=35 persons)	Weatherization Upgrades to 6 low-income households. Training 20 YB students per year in energy efficiency skills, which include: Tune and seal leaks in forced hot air distribution systems; Airseal basement and attic penetrations; re-vent dryer with rigid pipe to reduce hazard of lint fire/increase appliance efficiency; Weatherstrip exterior doors; Rebuild attic access hatch to equal same R-value as attic insulation; Blow cellulose insulation into attic to R-5; Blower Door directed airsealing; Test out with Blower Door to determine effectiveness of airsealing measures.
Affordable Housing Construction	Construction Instructors salaries and a fraction of Executive Director time to support program	Affordable Housing Construction—5 star energy rated: 1 household= 4 persons avg	1 Household= 4 persons avg	1 unit of Affordable Housing with Habitat for Humanity to produce a five-star energy-efficient, single-family, affordable home.

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
Weatherization	Weatherization Trainer	Train and lead Youth Build crews on Weatherization projects	40	31
Construction	Construction Instructor	Direct program, support youth, supervise staff (Assume half of time is doing construction on Burlington housing)	20	0
Project Management	Program Director	Direct program, support youth, supervise staff	4	0
Project Management	Executive Director	Evaluate program, develop construction projects	2	0

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.

Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
Weatherization	6 Household (avg number of persons in each household: 5=30 Burlington persons)		20 YB Students per year; 6 (avg number of persons in each household: 5=30 low-income persons)		
Construction	1 HH = 4 Burlington persons		1 HH = 4 Burlington persons		

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

- YouthBuild applicants complete a detailed application that includes household size, income, disability status.
- CVOEO Weatherization screens weatherization clients for income eligibility.
- Green Mountain Habitat for Humanity screens housing program beneficiaries.

VI. Problem Statement

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

This project will address four clear and pressing needs in Burlington: The need for vocational and academic alternatives for young adults who were not successful in high school; a lack of housing for affordable home ownership; a growing need for skilled workers; and an older housing stock, which may be economically difficult to heat and which use increasing amounts of energy.

b. How was this need identified?

The critical nature of the need to provide affordable housing and alternative education programs to at risk youth was confirmed through an examination of statistics from the U.S. Census Bureau and Burlington’s *10-Year Plan to End Homelessness*. Both provide concrete evidence of economic, social, and educational problems in Burlington. Youth homelessness, incarceration, drug abuse and poverty are all rising and are more prevalent in Burlington than the rest of the state. In addition, housing prices have leveled off in many parts of Vermont, but remain on the rise and out of reach for many Burlington families.

Burlington’s 2002 Mayor’s Affordable Housing Task Force Action Plan developed a set of recommendations to the Mayor and City Council to further housing goals: Produce new affordable housing; Preserve existing affordable housing; Protect vulnerable populations; and Promote affordable homeownership. This project provides a service to low-income homeowners, which will increase the efficiency of their housing and reduce the associated costs of heating, and protects vulnerable populations (participants and homeowners).

Burlington is Vermont’s, and Chittenden County’s, largest city with 1240 individuals participating in Reach-Up; 4116 individuals participating in the Food Stamp Program; and 5758 persons older than 12 living in poverty; 1137 have less than a 9th grade education and 2238 have some high school education, but no diploma. The cumulative dropout rate is much higher than the annual 3% rate reported by the schools and has been estimated at over 20%. One out of seven Vermont males 18-24 years old is under the supervision or custody of the VT Department of Corrections (DOC) and 95% of those in supervision or custody lack a high school diploma. According to the VT DOC, the incarceration rate of 18-24 year olds in Vermont is increasing faster than in any other state.

CEDO’s 2003 Consolidated Plan for Housing & Community Development Strategic Plan - Housing & Community Development Priorities lists Affordable Housing as Priority 3: Preserve and Upgrade the Existing Housing Stock. Its goal is: Existing affordable housing, whether subsidized or not, is preserved and no residents live in substandard conditions. ReSOURCE’s YouthBuild Energy Efficiency Construction Project helps reduce the cost of rehabilitation, rehabilitates sub-standard housing, and supports the housing repair and rehabilitation work of nonprofit housing organizations.

c. Why is this a funding priority for Burlington?

Funding this project will support the only local program that provides construction and energy efficiency skills, leadership training and academic services to high school dropouts, while making progress toward improving the affordability, quality, and efficiency of housing in Burlington.

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?

This project reduces the number of people living in poverty in three ways: (1) by increasing the stock of affordable and safe housing in Burlington (3) By reducing the fuel costs for many low-income families in Burlington (4) by allowing at-risk youth to learn new skills, complete their high school education, and become gainfully employed and contributing members of 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.)**

ReTRAIN YouthBuild (RTYB) program targets 16-24 year-old-youth who have dropped out of high school, are economically disadvantaged, and have other barriers to employment such as a history with the Department of Corrections. Habitat, RTYB's housing development partner, seeks to open the door to home ownership for families who otherwise would be unable to afford their own home. This project will provide services to low-income Burlington residents so that they can make their property safer, more comfortable, more efficient, and last longer. In addition, they will save 15% to 30% or more on their fuel bills.

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?

ReSOURCE strives to make all of its programs, operations, and employment opportunities accessible to all and promotes an atmosphere defined by trust, open communications, and mutual respect to ensure that all staff and trainees are able to become successful and contributing members of ReSOURCE. With support from over a dozen local service agencies, ReSOURCE recruited two young women into the YouthBuild program last year, and will also provide increased opportunities for additional women and people of color. The organization works closely with VT Department of Children and Families (DCF), VT Dept. of Labor (DOL), Howard Human Services, VT Refugee Resettlement, the Division for the Blind and Visually Impaired, and many others to make sure a diverse group of people know about our programs and are supported during their enrollment. All announcements for staff vacancies include Equal Opportunity language. It is the policy of the ReSOURCE Board to recruit members who represent the organization's diverse stakeholders. Board members are selected because of particular skills, knowledge and experiences that would benefit the organization and represent all of the organization's stakeholders in the community.

IX. Impact and Evaluation:

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

ReTRAIN YouthBuild (RTYB) will evaluate success quarterly by examining interim goals leading to the completion of staff and students training and subsequent energy improvements completed. RTYB will also evaluate youth development outcomes. Baseline measurements of student performance will be taken during orientation and at least quarterly. A quarterly assessment of program performance using a detailed list of interim and final objectives will be completed by the Executive Director and reported to the Board. Shortfalls in either student or program performance will trigger more comprehensive reviews and an assessment of how best to apply additional resources to correct the problem. In addition, ReSOURCE's Executive Director will meet at least quarterly with members of the YouthBuild Policy Committee made up of three students, one elected from each active crew plus a third at large member. The Policy Committee will give program feedback, help set standards, and provide program guidance to staff. Supporting measures of success include statistics to evaluate environmental conservation efforts and poverty relief work. ReSOURCE will track:

- a.** the dollar value of reuse and the estimated tonnage of waste diverted from the landfill
- b.** the number of recipients of essential household goods and the value of goods given away
- c.** the number and value of community service projects completed by YouthBuild students
- d.** In 2010, ReTRAIN YouthBuild Burlington enrolled 19 students, graduated 10, and has 3 students currently active. The program also completed one home access modification project in cooperation with DCF and the Lund Family Center, and continues to work on the construction of 2 units of affordable housing in cooperation with Habitat for Humanity. In addition, the ReTRAIN Weatherization Enterprise has completed 15 weatherization projects contracted through CVOEO for low-income residents.

b. If this is an existing project:

- 1. What were your projected accomplishments for your most recent completed funding period or fiscal year?**

By the end of 2010, RTYB will have completed 16 weatherization jobs; 15 of these jobs were contracted through CVOEO. CVOEO serves low-income families and their service area extends across the entire northwest corner of the state. With demand and funding growing, their four crews cannot do all the work. They have two crews based in St. Albans, north of Burlington, and two in Hinesburg, to the south. Because of longer travel and traffic, they are interested in sending all of their Burlington jobs to RTYB. On several occasions, both CVOEO staff and clients have delivered high praise for the quality of work and professionalism of the YouthBuild weatherization crew. In 2010, 18 YouthBuild students have been trained in weatherization, and 9 program graduates have earned Pre-Apprenticeship Certification (PACT) through the National Homebuilders Association. RTYB has also developed a partnership with Vermont Technical College in which 5 of its students have been certified through VTC's Weatherization Installer training program.

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.

The table below shows goals and actual outcomes to date for YouthBuild crews enrolled in the 2009-2010 program year:

	Goals for YB students enrolled 8/1/09-2/1/10	Percentage	Outcomes for YB students enrolled 8/1/09-2/1/10	Percentage
Applicants	45		56	
Selected for orientation	26	57.8%	27	48.2%
Enrolled	18	40%	19	33.9%
Dropped Out	6	33.3%	6	31.6%
Remaining Active	0	n/a	3	15.8%
Graduates/Completers	12	66.7%	10/16	62.5%*
Graduates/Completers who entered w/o GED/HS Diploma	12	100.00%	10	100.00%
Earned GED or diploma of all who enrolled	12	66.67%	9/16	56.3%*
Literacy & numeracy gains of graduates/completers	12	100.00%	10	100.00%
PACT certification earned by graduates	12	100%	10/10	100%
Placed in employment or training 1st Q after graduation	10	83.3%	5/6	83.3%**
Wage of graduates placed	\$10.25	n/a	\$10.41	n/a
Number of housing units constructed	0	n/a	0	n/a
Number of housing units rehabilitated	1	n/a	1	n/a
Number of units weatherized	15	n/a	16	n/a
Number of students trained in weatherization	12	66.7%	18	94.7%

*denominator includes students who have graduated (10) or dropped out (6), and excludes active students (3).

**Of graduated students, 4 will be graduating December 2010, and have therefore not been placed in employment. Of students graduated prior to December 2010, 5 of 6 have been placed in employment.

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?

ReSOURCE is governed by an eleven-member Board of Directors. The Board helps guide the strategic direction of the organization and evaluates its success in achieving its mission. Each year, the Board works with staff to complete an analysis of strengths, weaknesses, opportunities, and threats. This SWOT analysis allows the Board to set priorities for funding and ensure that the organization achieves its mission.

ReSOURCE's charitable giving program, ReLIEF, is a vital community resource that has helped unite local and regional nonprofits and service providers, and improves service coordination. To date, ReLIEF provided more than 900 individuals in crisis with \$90,000 worth of goods and services so that their basic needs were met. Not only does this effort

provide direct relief to individuals, it also brings over a dozen agencies together four times per year to discuss issues of poverty and relief. ReSOURCE has been and will continue to identify and solve problems through collaborative work with a wide range of training and poverty relief agencies including VT Youth Conservation Corps, VT Works for Women, DOL, DCF; COTS, Howard Human Services, Spectrum and others.

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

Key partners that will be supporting the program include Burlington's Community Economic Development Office, Green Mountain Habitat for Humanity, CVOEO Weatherization, Vermont Gas, Vermont Energy Investment Corp, VT Adult Learning (VAL), and the VT Departments of Labor (DOL), Corrections (DOC), and Education (DOE). VAL provides the RTYB teacher and extensive educational supports. DOE provides funding through Vermont Act 176, the alternative education act. Recruitment and outreach support is provided by 16 agencies. These include local high schools, organizations that serve low income individuals and families, church and faith based organizations, and a sister training organization for young women. Counseling and leadership support is provided by 18 agencies including employers, social service agencies, and a mentoring coordination agency. Education and job training commitments are provided by 22 agencies. In addition, Act 176, the High School Completion Act, of which ReSOURCE is an Approved Provider, allows the organization to provide out of school youth, ages 16-21, with educational services of the scope and rigor needed for the attainment of a high school diploma.

XI. Sustainability

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

This project will result in substantial benefits to Burlington:

- It will increase the value of the Burlington grand list and provide a service which improves the housing stock while decreasing the cost of homeownership
- It will reduce the negative impact of the high school dropout rate and provide a means for those who do drop out and have other barriers to employment to become gainfully employed.
- It will result in low-income youth becoming successful workers at local businesses and contributing members to the community.
- It will result in an increased level of community service during the program through the direct involvement of the YouthBuild crews, and long-term, by creating a culture of responsibility, service and caring.

b. If the projects ends, will that benefit continue?

There is no plan for the project to end, but if it did, the benefits are long-lasting. The affordable housing will remain affordable through Green Mtn Habitat, the homes weatherized will remain energy efficient, and the youth trained will have certifications and a history of training, and in some cases employment, to help them with future careers.

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

RTYB has chosen to pursue weatherization and energy efficient construction as a programmatic focus for two reasons. First, RTYB is committed to preparing its students to secure and maintain employment in high-growth, high-wage sectors of the construction field. With its aging housing stock and commitment to energy efficiency as a matter of public policy, RTYB believes that Burlington and its surrounding towns hold numerous employment opportunities for skilled workers in this specialized field. Second, RTYB is seeking entrepreneurial opportunities that will generate revenue and provide meaningful training opportunities for its students while remaining committed to its social and environmental missions. Given that public funding sources are currently available and dedicated to weatherization and energy efficient construction, and that training in this field will secure meaningful and lucrative employment opportunities for our students, we believe that this project and its outcomes are sustainable.

XII. Consistency

a. What Consolidated Plan objective does this project support?

(1. GOAL: DECENT HOUSING: All Burlington residents have a range of housing options that offer them safe, decent, appropriate, secure and affordable housing. **OBJECTIVE DH-2.2:** Develop 41 new units of affordable owner housing over the next five years **STRATEGY: PRESERVE AND UPGRADE EXISTING HOUSING: OBJECTIVE DH-3.3: REHAB 33 UNITS OF OWNER HOUSING OVER THE NEXT FIVE YEARS (2. GOAL: ECONOMIC OPPORTUNITY:** 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. **STRATEGY: REDUCE BARRIERS TO ECONOMIC OPPORTUNITIES:**

OBJECTIVE EO-1.3: Help 50 residents with improved access to economic opportunity each year over the next five years **(3. GOAL: SUITABLE LIVING ENVIRONMENT:** 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. **OBJECTIVE SL-1.3:** Help 400 youth access after school and summer recreational and educational opportunities each year over the next five years.

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

This project also complements the Mayor's Energy and Environmental Coordinating Committee, E2C2, which is charged with investigating ways to reduce emissions related to global warming and other harmful pollutants.

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? N/A
- c. Are there any other conditions that may affect your ability to begin or complete this project? N/A

XIV. Financial Narrative

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

In addition to helping the city meet 3 of its Consolidated Plan goals, this project provides direct benefit to two groups of low income people: the families that will benefit from the unit of affordable housing and the at risk youth who will learn job skills and become gainfully employed through the program. In both ways, this project will reduce the number of people living in poverty in the City. These goals are well aligned with the objectives of the CDBG grant program.

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?

RTYB has a variety of community partners and has leveraged resources from the following: Assoc. General Contractors of VT Trainings: OSHA safety class, job placements; Lake Champlain Regional Chamber of Comm: Support for job placement and Adult Ed.Council; Linking Learning to Life: College connections program, accuplacer assessment, student counseling, college classes; PINS: graduation support; VT Adult Learning: Provide RTYB teacher, and program support; VT Department of Corrections: Educational support and resources, recruitment; VT Department of Labor; VT Energy Efficiency Investment Corporation: Housing construction partner, workshops, BPI certification; VT Student Assistance Corporation: College counseling, 4 workshops on higher education funding/financing; YouthBuild USA: Americorps grant, education awards, individual development accounts for graduates, and staff development through Integrated Counseling Initiative training.

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

ReSOURCE has seen its operating expenses increase over the past year. The organization is expanding into Barre, Vermont, and has begun a YouthBuild Weatherization training program for 8 central Vermont at-risk youth. While this expansion will serve a larger population of low-income Vermonters, it has put a financial strain on the organization's program budgets.

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

Just 11% of ReSOURCE's total budget is used for administration and fundraising; 89% of funds are used to directly support program activities.

XV. Budget

a. Summary

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	25,000.00	35,000	37,936	55,000
State		-	60,000	64,680
Federal		114,381	796,258	899,278
United Way			41,414	44,500

Private	37,912.57	10,000	1,109,473	1,043,000
Program Income	14,791.26	45,000	1,665,975	1,763,320
Other			40,756	59,640
Total	77,704	204,381	3,751,812	3,929,418

* 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	\$ 35,000 *
Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)	
YouthBuild Department of Labor Grant	\$114,381
	\$
	\$
	\$
State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)	
	\$
	\$
	\$
	\$
United Way of Chittenden County	\$
Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)	
Annual Fund Appeal	\$10,000
	\$
Other – please specify (i.e., fee-for-service, etc.)	
Weatherization Service Income (contract with CVOEO)	\$ 45,000
	\$
TOTAL	\$ 204,381 **

c. Proposed Budget Uses

Line Item	CDBG	Other	Total
Project Management/Evaluation	6,000	6,177	12,177
Supervision/Training of YouthBuild Students	10,500	54,690	65,190
YouthBuild Student Stipends	-	75,355	75,355
Vehicle costs	5,000	-	5,000
Equipment Depreciation	-	8,079	8,079
Supplies/ Materials	10,000	10,000	20,000
Administration	3,500	15,080	18,580
TOTAL	35,000	169,381	204,381

* Must match your CDBG request amount on Page 1.
** Must match in all three boxes on Pages 7 and 8.