



CITY OF BURLINGTON, VERMONT
CITY COUNCIL COMMUNITY DEVELOPMENT &
NEIGHBORHOOD REVITALIZATION COMMITTEE
c/o Community & Economic Development Office
City Hall, Room 32 • 149 Church Street • Burlington, VT 05401
802-865-7144 VOX • 802-865-7024 FAX • www.burlingtonvt.gov/cedo

Sharon Bushor Conference Room - City Hall 149 Church Street - 1st Floor

Wednesday, September 18, 2024, 6:30 PM

Join Zoom Meeting

<https://zoom.us/j/95005173474?pwd=SsGvXKxM7wbveA40knSblI8jBGYdj5.1>

Meeting ID: 950 0517 3474

Passcode: 168261

One tap mobile

+13017158592,,95005173474#,,,,*168261# US (Washington DC)

+13052241968,,95005173474#,,,,*168261# US

Find your local number: <https://zoom.us/u/ahnXI6r2R>

1. Agenda

Subject	1.1. Motion to amend/adopt agenda
Meeting	September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall 149 Church Street - 1st Floor
Category	1. Agenda
Department	
Type	
Recommended Action	

2. Adopt Minutes

Subject	2.1. Approval of 7/17/24 Minutes
Meeting	September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall 149 Church Street - 1st Floor

Category 2. Adopt Minutes

Department

Type

Recommended Action

3. Public Forum

Subject 3.1. PUBLIC FORUM - Verbal Comments

Meeting September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall
149 Church Street - 1st Floor

Category 3. Public Forum

Department

Type

4. Public Hearing: City of Burlington 2023 Consolidated Annual Performance and Evaluation Report (CAPER) - CEDO

Subject 4.1. 2023 CAPER Public Hearing and Presentation

Meeting September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall
149 Church Street - 1st Floor

Category 4. Public Hearing: City of Burlington 2023 Consolidated Annual Performance and Evaluation Report (CAPER) - CEDO

Department Community & Economic Development Office (CEDO)

Type

Recommended Action

5. Work Session: Rent Stability Resolution

Subject 5.1. Review and edit attached draft resolution

Meeting September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall
149 Church Street - 1st Floor

Category 5. Work Session: Rent Stability Resolution

Department Community & Economic Development Office (CEDO)

Type

Recommended Action

6. Other Committee Business

7. Adjournment

Subject 7.1. Motion to adjourn

Meeting	September 18, 2024 - CDNR Committee Meeting - Wednesday, September 18, 2024, 6:30 PM, Sharon Bushor Conference Room - City Hall 149 Church Street - 1st Floor
Category	7. Adjournment
Department	Council and Board
Type	
Recommended Action	



CITY OF BURLINGTON, VERMONT
CITY COUNCIL COMMUNITY DEVELOPMENT &
NEIGHBORHOOD REVITALIZATION COMMITTEE
c/o Community & Economic Development Office
City Hall, Room 32 • 149 Church Street • Burlington, VT 05401
802-865-7144 VOX • 802-865-7024 FAX • www.burlingtonvt.gov/cedo

Councilor Carter Neubieser, Chair, Ward 1

Councilor Evan Litwin, Ward 7

Councilor Joe Kane, Ward 3

CDNR Committee Meeting

Wednesday, July 17th, 2024

6:30 – 8:30 PM

Sharon Bushor Conference Room – City Hall

Committee members: Carter Neubieser (CN), Evan Litwin (EL), Joe Kane (JK)

City Staff: Christine Curtis, CEDO

Other Attendees: Bill Ward, Permitting and Inspections

Draft Minutes

Meeting Started at 6:33 PM

1. Approve agenda

MOTION by Councilor Litwin, SECOND by Councilor Kane, to approve the agenda

VOTING: unanimous; motion carries.

2. Approve minutes: 6/11/24

MOTION by Councilor Litwin, SECOND by Councilor Kane, to approve the minutes

VOTING: unanimous; motion carries.

3. Public Forum

- No one spoke at public forum

The programs and services of the City of Burlington are accessible to people with disabilities.

For accessibility information, call 865-7144. For questions about the meeting,
contact Christine Curtis at ccurtis@burlingtonvt.gov

4. NPA resolution update

- CN stated that he met with NPA representatives and the CA's office and CEDO
- Drafted some NPA principles
- Meeting again to discuss further at end of August

5. Vacant building fee ordinance

- JK presented on vacant building fees – been working with Bill Ward from permitting and inspections department
- Wants to explore existing fee and discuss potential changes to be presented to ordinance committee and eventually to full City Council
- Bill Ward stated that the draft attached to this agenda will need further refinement - per the Mayor, must include doing research on fee schedules and compare fees to other similar sized Cities; look into applying a percentage formula through the grand list
- Bill Ward shared permit fee schedule – proposed change would result in \$8,000 fee at year 4
- There are vacant building exceptions that includes garages – definition of garages needs further refining
- Appeals go to DPW commission
- JK asked if there are any places that do fees based on assessed value as opposed to flat fees – Bill Ward stated no there are other fees that are based on house value when it comes to property renovation
- Bill Ward does not want to post a list of vacant buildings due to public safety concerns
- JK asked if everyone is paying the fee who should be? – Bill Ward stated quality control efforts are currently being done by his office
- JK asked how effective the current ordinance is in terms of redevelopment and sales – Bill stated cost of construction is too high for redevelopment
- JK stated that the current fees are not high enough and that the cost of financing is increasing faster than the fees therefore, fees should be set much higher
- EL asked about vacant units in newer, larger buildings – will owners of buildings have to disclose vacant unit information? Bill Ward stated that this could be documented in a duplex and it is unknown of why a unit may remain vacant
- EL suggested to look at cities with similar vacancy rates
 - What is the risk of these new policies and fees?

- Is there a lien filing rate? – Bill stated it is rare that there is an immediate response once a lien is filed
- Is there an urgency clause that can be enacted on some of these vacant properties? Could the City seize a property by issuing an urgency clause? – Bill Ward will ask CA – the courts might discourage a clause like this
- CN asked about identifying the buildings and what people should do if they have a question about a building – Bill stated that complaints can be made online and all vacant buildings are listed in a database
 - Most referrals/complaints do not come from citizens
- CN asked about rent prices and vacant buildings – suggested a publicly available and searchable rental unit database showing all rental prices for units
- Last change to the fee structure was in 2023 – there is a separate waiver fee if building is actively for sale/marketed and can only get that waiver fee for two quarters
- Next steps: resolution to City Council then to ordinance committee then a second reading at City Council for final approval

6. Other Committee Business/Updates

- Upcoming agenda items: NPA resolution still in progress, rent stabilization after vacant fees gets wrapped up, notice requirements surrounding rent increases, graffiti ordinance is being worked on by Mayor's office – focus on restorative work at this Committee, impacts on community re: homelessness, substance use and the Elmwood shelter

7. Adjournment

- ADJOURN at 8:16 p.m. by Councilor Neubieser with no objection

City of Burlington 2023 Consolidated Annual Performance and Evaluation Report (CAPER)



September 18, 2024

Community Development & Neighborhood Revitalization Committee Meeting

CAPER Overview

- Federal grants from U.S. Department of Housing & Urban Development (HUD)
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnership Program (HOME)
- July 1, 2023 – June 30, 2024
- Year 6 of 2018-2022 Consolidated Plan for Housing & Community Development (extended for an additional year)

HUD Housing & Community Development



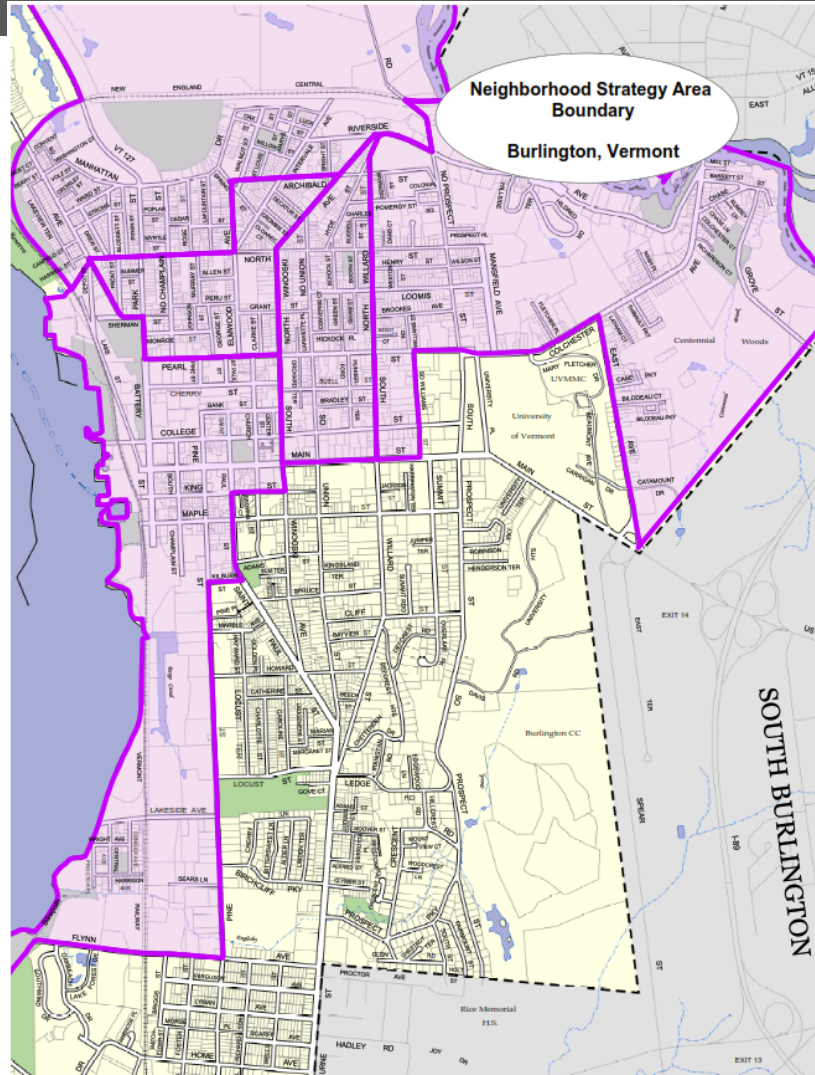
CAPER Timeline

- September 4, 2024: Public Notice published in Seven Days
- September 11, 2024: CAPER draft available for public review and comment
- September 12, 2024: Public comment period opens
- September 18, 2023: Public Hearing and CDNR Committee meeting
- September 23, 2024: City Council communication on the CAPER
- September 26, 2024: End of public comment period
- September 28, 2024: Submission to HUD

Financial Summary

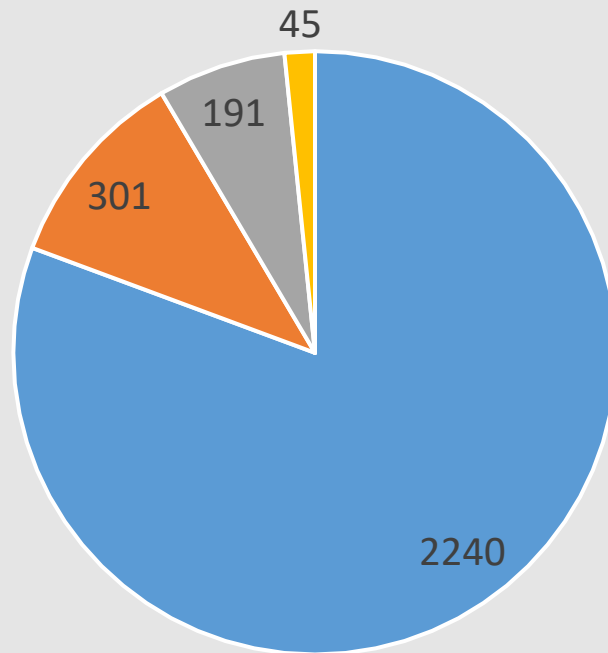
- \$2,389,375.04 Total Expended in Project Year
 - \$895,280.57 Community Development Block Grant (CDBG)
 - \$368,795.47 HOME Investment Partnership (HOME)
 - \$1,125,299 in Lead Hazard Reduction and Healthy Homes programs

Persons Served – Target Area Allocation



Target Area	Planned	Actual
City-Wide	38%	34%
Neighborhood Revitalization Area	62%	66%

Persons Served – Income Levels



■ Extremely low ■ Low ■ Moderate ■ Not Low or Moderate

Area Median Income (single adult
\$79,600)

Extremely Low = <30%

Low = 30%-50%

Moderate = 50%-80%

Burlington Persons Served

Total beneficiaries: 2777

Racial and Ethnic Identity

- 457 Black or African American beneficiaries
- 134 Asian beneficiaries
- 51 American Indian or American Native beneficiaries
- 140 Hispanic/Latinx beneficiaries

Affordable Housing

- Testing for lead-based paint hazards in 7 housing units
- Lead hazard control activities in 35 rental housing units and 3 owner occupied units
- Healthy Home interventions in 36 housing units
- 16 units of housing for families experiencing homelessness under construction (occupied spring 2024)
- Renovations to housing co-op in process
- Apartment building with 38 housing units, including 9 dedicated for households experiencing homelessness, and commercial space under construction

Economic Opportunity & Suitable Living Environment

- Technical assistance to 205 microenterprises and small businesses
- 19 Personal Care Assistance Plus (PCA) training program participants
- Early childhood education programs for 18 children
- Tax assistance to 807 households
- 15 YouthBuild participants
- 895 clients served through the Community Resource Center/Feeding Chittenden expansion
- Housing First services to 65 extremely low-income (<30% AMI) clients
- Emergency housing and services to 576 adults and children fleeing domestic violence

Additional Information

- CAPER online at www.burlingtonvt.gov/CEDO
- In paper format at CEDO office (149 Church Street, Room 32)
- Available upon request in other or specialized formats
- Public comments, questions, thoughts: rlawrencegomez@burlingtonvt.gov

2023 Consolidated Annual Performance and Evaluation Report City of Burlington, Vermont

Prepared by
Community and Economic Development Office
Room 32 – City Hall
Burlington, Vermont 05401
(802)-865-7232
www.burlingtonvt.gov/cedo

CAPER

[1](#)

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 of Burlington's Community and Economic Development Office's mission is engaging the community to build a vibrant, healthy, and equitable city. The City allocates resources received from the U.S. Department of Housing and Urban Development (HUD), including Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds, in support of this overarching goal. To guide spending, every five years the City prepares a Consolidated Plan for Housing and Community Development, which outlines housing and community development needs and priorities. An annual Action Plan specifies how the City will spend funds to meet the needs and priorities identified in the Consolidated Plan. The City reports on its progress towards meeting these goals in the Consolidated Annual Performance and Evaluation Report (CAPER).

Strategic Plan achievements

The City of Burlington has achieved many of the goals identified in its 2018-2022 Consolidated Plan, which was extended an additional year, and 2023 Action Plan. Over the past six years, the City has made significant progress in many priority areas. Highlights include:

- The construction of 128 units of affordable rental housing, including 12 designated for households exiting homelessness
- The rehabilitation of 242 affordable rental units to improve comfort and safety for residents
- Microenterprise support to numerous local businesses
- Support for programs such as early childhood education and tax assistance that help to remove barriers to economic opportunity - The provision of services to vulnerable households and persons, including emergency overnight shelter
- Improvements to public infrastructure that benefit the entirety of the city's population

Action Plan achievements

The 2023 Action Plan identified specific goals for this program year in support of the priorities identified in the Consolidated Plan. The City achieved the majority of these goals and made significant progress towards the goals not achieved this program year, i.e., the construction of new affordable rental housing units.

Affordable Housing:

- Acquire/Rehab Rental or Owner units - goal: 10 homeowner units rehabilitated and 19 rental units rehabilitated; progress: the City is engaged in conversation with the local housing trust to expand their existing rehabilitation program to include the City of Burlington
- Create New Affordable Housing - goal: construct two rental housing units; accomplished: although the City did not close out any HOME-assisted units this program year, funds have been committed to two new construction rental housing projects that together will have 10 HOME-assisted units and an additional 44 mostly affordable units.

Economic Opportunity:

- Support Microenterprises - goal: assist 142 businesses through two microenterprise programs and technical assistance; accomplished: 205 businesses assisted.
- Reduce Economic Barriers - Early Childhood - goal: support 26 persons through early childhood education programs that support vulnerable children and families; progress: 18 persons assisted.
- Reduce Economic Barriers - Access Resources - goal: reduce barriers to economic resources and opportunities for 672 persons from low-moderate income households; accomplished: 841 persons assisted.

Suitable Living Environment:

- Provide Public Services - Homeless - goal: provide services to 88 households experiencing or with histories of homelessness; accomplished: 65 households assisted.
- Provide Public Services - Homeless person overnight shelter - goal: provide emergency housing and support services to 475 adults and children fleeing domestic violence; accomplished: 576 persons assisted.
- Provide Public Services - Non-homeless - goal: provide services to 240 persons belonging to at risk or vulnerable populations; progress: 177 persons assisted.
- Improve Public Facilities and Infrastructure - goal: 35,530 persons assisted (city-wide); accomplished: 35,530 persons assisted

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
Contingency	Affordable Housing Homeless Non-Housing Community Development	CDBG: \$ / HOME: \$	Other	Other	1	0	0.00%			
DH 1.1 Protect the Vulnerable - New Perm Supp Hous	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Housing for Homeless added	Household Housing Unit	10	12	120.00%			
DH 1.3 Create New Affordable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	110	116	105.45%	2	0	0.00%
DH 1.4 Promote new homeownership buyer assist	Affordable Housing	CDBG: \$ / HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	20	43	215.00%			

DH 2.1 Acquire/Rehab - Rental or Owner Units	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	65	242	372.31%	19	0	0.00%
DH 2.1 Acquire/Rehab - Rental or Owner Units	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	15	150.00%	10	0	0.00%
DH 2.2 Protect the Vulnerable - Lead Hazard	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	100	115	115.00%			
DH 2.2 Protect the Vulnerable - Lead Hazard	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	62	18	29.03%			
DH 3.1 Protect the Vulnerable Hsng Retention Svcs	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	300	257	85.67%			
DH1.2 Protect the Vulnerable New Special Need Hsng	Affordable Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	80	0	0.00%			
EO 1.1 Support Microenterprises	Non-Housing Community Development	CDBG: \$ / HOME: \$	Businesses assisted	Businesses Assisted	250	814	325.60%	142	205	144.37%

CAPER

5

EO 1.2 Retain/Create Jobs	Non-Housing Community Development	CDBG: \$ / HOME: \$	Facade treatment/business building rehabilitation	Business	1	0	0.00%			
EO 1.2 Retain/Create Jobs	Non-Housing Community Development	CDBG: \$ / HOME: \$	Jobs created/retained	Jobs	25	16	64.00%			
EO 1.3 Reduce Economic Barriers - Early Childhood	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	538	538.00%	26	18	69.23%
EO 1.4 Reduce Economic Barriers - Access Resources	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	4534	151.13%	672	841	125.15%
Planning and Administration	Planning, Administration, Fair Housing	CDBG: \$ / HOME: \$	Other	Other	1	0	0.00%	1	1	0.00%

SL 1.1 Provide Public Services Homeless	Homeless	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		40	0	0.00%
SL 1.1 Provide Public Services Homeless	Homeless	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	300	754	251.33%	88	65	73.86%
SL 1.1 Provide Public Services Homeless	Homeless	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	25	0	0.00%			
SL 1.1 Provide Public Services Homeless	Homeless	CDBG: \$ / HOME: \$	Homeless Person Overnight Shelter	Persons Assisted	500	1658	331.60%	475	576	121.26%
SL 1.2 Provide Public Services	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	505	505.00%	240	177	73.75%

SL 1.3 Improve Public Facilities & Infrastructure	Non-Housing Community Development	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	42000	42363	100.86%	35861	35530	99.08%
SL 1.4 Remediation of Brownfields	Affordable Housing Non-Housing Community Development	CDBG: \$ / HOME: \$	Brownfield acres remediated	Acre	3	5	166.67%			

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 of Burlington directs HOME and CDBG funds towards activities and areas identified as high priority in its Consolidated Plan. The 2018-2022 Consolidated Plan, which was extended for an additional year, determined that the creation and preservation of affordable housing should be the City’s top priority. During this Consolidated Plan, HOME funds were used to support the construction of two large apartment buildings that mostly consist of affordable units. A further two buildings, both largely affordable, are in progress. Funds have also been used to rehabilitate existing affordable properties, including those reserved for older community members, thus improving safety and comfort for

residents.

In addition, CDBG funds have been used to support programs that provide services to persons experiencing homelessness and to support the operation of emergency overnight shelters in the city. Overall, HOME and CDBG funds have been used to support projects and programs that are addressing both short- and long-term housing needs in the city. The City of Burlington has also allocated funds towards meeting the other goals and priorities identified in the Consolidated and Action Plans. The City's second priority, economic opportunity, was addressed through programs that provided financial support and technical assistance to microbusinesses, as well as through activities such as early childhood education provision and tax assistance that aimed to lessen barriers to economic opportunity for city residents. The third priority, ensuring a suitable living environment, was addressed through activities that improved public infrastructure and provided services and support to vulnerable persons in the city. Beyond this, the City has prioritized directing funds towards projects that support residents with the greatest financial need; more than 98% of CDBG beneficiaries this program year had low to moderate incomes, including over 80% who have extremely low incomes. Finally, the City has established a Neighborhood Revitalization Strategy Area (NRSA), that identifies the areas of greatest need within the city. Funding is targeted towards projects located in the NRSA. In Program Year 2023, 66% of CDBG funding was allocated to projects and programs based in the NRSA. Many projects located outside of the NRSA still serve residents who live within the NRSA.

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
White	1,982	0
Black or African American	457	0
Asian	134	0
American Indian or American Native	51	0
Native Hawaiian or Other Pacific Islander	3	0
Total	2,627	0
Hispanic	140	0
Not Hispanic	2,487	0

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

Narrative

The City of Burlington requires that all programs, projects, and housing units developed are open and available to households of all racial and ethnic identities. CDBG awards prioritize projects that provide resources and supports to Burlington residents who have very limited financial means, live in areas of the city with fewer economic opportunities, and/or have experienced marginalization.

The data above demonstrates that racial and ethnic minorities are represented among those assisted. Comparing the racial identity of beneficiaries with Burlington's total population shows high program participation among persons of various racial and/or ethnic identities. Just over 17% of CDBG beneficiaries were Black or African American, compared to approximately 5% for the city as a whole. Around 5% of beneficiaries were Hispanic, compared to approximately 4% for the city. (Comparative data points based on 2020 Decennial Census data.)

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	1,104,311	895,280.57
HOME	public - federal	685,309	368,795.47

Table 3 - Resources Made Available

Narrative

The City of Burlington draws on a variety of resources to serve residents with limited financial income, including funds from federal, state, local, and private sources. In this program year, the City expended \$895,280.57 in CDBG funds and \$368,795.47 in HOME funds, which were allocated in accordance with the goals and priorities identified in the Consolidated and Action Plans.

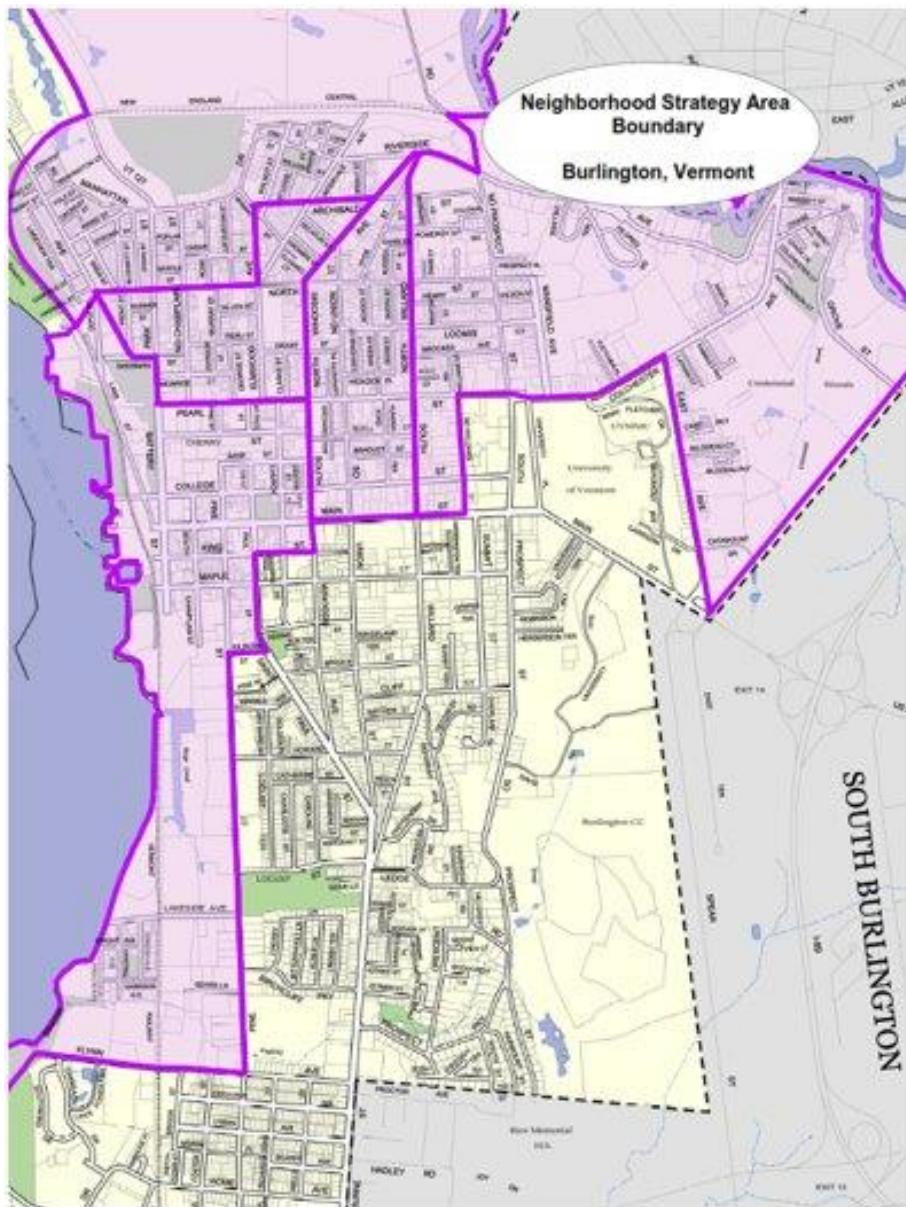
Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	38	34	
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	62	66	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Burlington targets its CDBG and HOME funds to projects in the City's Neighborhood Revitalization Strategy Area (NRSA). The NRSA includes census tracts 3, 4, 5, 6, and 10, which roughly encompasses 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 attached map.



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.

This program year, the City leveraged over \$7.5 million in support of public service, economic development, and housing construction and/or rehabilitation activities. These include funds raised by the City and its subgrantees, as well as funds invested by other entities. For instance, developers of affordable housing projects leverage multiple sources to fund projects, including LIHTC tax credit allocations, other state and local funds, including the City's Housing Trust Fund which is primarily funded through a property tax allocation and short-term rental tax, Section 8 Project-Based Vouchers, and, in some cases, municipally donated land. The Elmwood Temporary Shelter continued on City property this year. CDBG grant recipients leverage similarly diverse resources to fully fund projects.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	\$767,312.98
2. Match contributed during current Federal fiscal year	0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$767,312.98
4. Match liability for current Federal fiscal year	\$27,884.52
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$739,428.46

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

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 begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	\$63,996	\$63,996	0	0

Table 7 – Program Income

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 - Minority Business and Women Business Enterprises

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						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

Table 9 – Minority Owners of Rental Property

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

Table 10 – Relocation and Real Property Acquisition

Narrative on Program Year 2023 HOME spending

The City of Burlington did not close out any HOME-funded projects during the 2023 program year. However, the City made progress on several HOME-funded projects that will be completed in the upcoming years, including two new construction projects that together will create 25 units dedicated to households experiencing homelessness, as well as a further 29 affordable units, and a rehabilitation project that improved the condition of 10 units in an existing affordable property.

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	0	0
Number of Non-Homeless households to be provided affordable housing units	31	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	31	0

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	2	0
Number of households supported through Rehab of Existing Units	29	0
Number of households supported through Acquisition of Existing Units	0	0
Total	31	0

Table 12 – Number of Households Supported

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

Although no HOME-funded projects were closed out this year, the City and its partners have made progress on several affordable housing development and rehabilitation projects, which will result in over 50 new affordable units, including 25 dedicated to households experiencing homelessness. No suitable CDBG-funded housing rehabilitation projects were identified this year, although funds were used to provide services and emergency shelter to vulnerable households.

Development projects have been hindered and/or slowed by a number of factors, including high construction costs, limited opportunities for new construction and development within the City, extensive regulatory requirements, and limited funding availability through HOME and CDBG. Nonetheless, the City has met the affordable housing goals in its current Consolidated Plan, including the construction of 120 new affordable housing units. The housing units reported meet the Section 215 definition of affordable housing.

Discuss how these outcomes will impact future annual action plans.

The challenges the City has faced in meeting its annual goal of affordable housing unit creation have not detracted from its dedication to ensuring that all Burlingtonians have access to affordable, decent housing. The factors discussed above, including limited funding availability and increased cost and speed of construction, are expected to continue to impact affordable housing development in the city. In future years, the City intends to adjust production goals to better reflect the current timeline and costs of affordable housing production. The City anticipates continuing to work in partnership with community organizations, including affordable housing developers, to support the development and sustainability of affordable housing in the city. The City also anticipates that future developments, including those already in the pipeline, will prioritize the creation of greater numbers of units dedicated to households experiencing homelessness, in response to the rapid rise in rates of homelessness in the city.

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 Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 13 – Number of Households Served

Narrative Information

No HOME-funded projects or CDBG-funded residential rehabilitation or renovation projects were closed out this year, meaning that there was no data on the household income of renter or homeowner beneficiaries to collect. Several HOME-funded projects, including new construction and rehabilitation projects, are in progress. In past years, CDBG funds have been used to renovate and rehabilitate affordable housing units, but no suitable projects were identified this program year.

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

Burlington is working to implement a ten-point action plan that addresses homelessness and recognizes housing as a human right. Much of this work is done in coordination with the Chittenden County Homeless Alliance (CCHA), a HUD-recognized Continuum of Care that aims to make homelessness rare and brief for persons in Burlington and throughout Chittenden County. CCHA is a partnership of multiple stakeholders that includes persons who have experienced homelessness, the City of Burlington, nonprofit entities, faith-based organizations, housing developers, government agencies, and the Burlington Housing Authority. The CCHA, working in collaboration with partner agencies, coordinates outreach and needs assessment efforts among persons experiencing homelessness in Burlington.

The City has a number of specialty service providers who work with individuals experiencing homelessness to assess and address their needs. Providers include community outreach and advocacy teams, daytime warming and/or cooling centers, the Community Health Centers of Burlington Homeless Healthcare Program, the Salvation Army, veteran's outreach team, school district liaison, and others. Services provided include access to safe, warm or cool spaces, access to food shelves/pantries and, in some cases, hot meals, telephone, internet, and computer access, mental and physical health care, and connection with housing supports and advocacy.

CCHA operates a Coordinated Entry System (CES) that models a no-wrong-door approach to accessing the CES; service providers and community partners throughout Chittenden County are Access Points to the CES (including Vermont 211 as a virtual access point), allowing individuals and families experiencing a housing crisis to be directly engaged and linked to the CES. The CES matches households experiencing homelessness with eligible services based on vulnerability, sustainability, and length of homelessness through a standardized, scored assessment. Each eligible household will be assigned a housing navigator and added to a master list of homeless households which is reviewed weekly by CES partners for housing opportunities. Currently, eligible households include HUD-defined "literally homeless" and "imminent risk" households.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are a number of facilities in Burlington and neighboring communities that help to address the emergency shelter and transitional housing needs of persons experiencing homelessness.

COTS Waystation and the City's Elmwood Community Emergency Shelter both serve single adults. COTS also operates the Firehouse and Main Street Family Shelters for households with children. Steps to End Domestic Violence (known as Steps) operates a 21-room emergency shelter serving women and children experiencing homelessness. Survivors of all genders are served through the Safe Tonight program in partnership with Economic Services. Spectrum Youth and Family Services operates a shelter for young persons experiencing homelessness. Participants are offered case management and housing search assistance to facilitate moving into transitional or permanent housing. Champlain Housing Trust (CHT) operates a shelter in a neighboring town that provides some medical respite beds. ANEW Place offers a longer-term sober shelter in Burlington that provides guests with case management and community supports.

The low-barrier shelter at Champlain Place, operated by Champlain Valley Office of Economic Opportunity (CVOEO) and CHT is currently undergoing renovations, supported in part by City CDBG funds. The City operated a temporary seasonal shelter last winter and is looking to do the same again this coming winter.

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

There are several agencies operating in Burlington that administer programs and provide services to help prevent households from becoming homeless. These include both programs that provide general assistance and those designed to support members of specific populations, such as youth exiting foster care.

Chittenden Community Action (CCA), operated by CVOEO, works with households to provide back rent, first month's rent, security deposits, or short-term rental subsidies. They also provide housing navigation services, including advocacy and referral to other support services. In addition, CVOEO offers workshops to support tenants with finding and maintaining their housing, their rights and responsibilities, and

financial literacy, which all help households to remain housed. Programs operated by the State and by CVOEO provide assistance with utilities and other basic household needs. In Burlington, additional assistance with utility bills is provided by the water resources division and Burlington Electric Department. These programs were bolstered by pandemic-era funds which have now been wound down.

Youth exiting foster care in Vermont have access to several supports, including the Youth Development Program, Act 74 Youth in Transition Extended Care Program, and programming run directly by the Vermont Department for Children and Families (DCF). These programs provide case management services and connect youth formerly in foster care with long-term rental assistance through local housing authorities, including a Vermont State Housing Authority (VSHA) Section 8 HCV waitlist preference for youth aging out of foster care. Additional case management provision is available through the Compass Program, which offers prevention and stabilization supports for youth and their families that have a DCF history.

Vermont Department of Corrections (VDOC) funds transitional housing programs for individuals re-entering the community from incarceration. VDOC funds several projects in Chittenden County, including one with the public housing authority that assists with housing search and retention, and access to Housing Choice Vouchers, and Pathways Vermont's Housing First program, which supports individuals with serious mental health challenges and previous experiences of homelessness.

Persons discharged from a mental health treatment program or community bed receive state-funded assistance through programs operated by the Vermont Department of Mental Health (VDMH). VDMH funds housing subsidies through a long-term Subsidy and Care Program, a Housing Contingency Fund, and a Housing Recovery Fund. In addition, state agencies collaborate with local housing authorities to use voucher programs to house persons discharged from treatment. Within Burlington, persons with serious mental health challenges are routinely discharged to Howard Center transitional or step-down programs.

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

Chittenden County Homeless Alliance (CCHA), the designated Continuum of Care (CoC) for Burlington and neighboring communities, coordinates the implementation of a housing and service system (from outreach to housing to services) that meets the needs of individuals and families experiencing homelessness in the county. Street outreach teams, Vermont 211, and daytime shelter providers all work to connect with those experiencing homelessness and to identify their needs and required services. Housing providers aim to rapidly rehouse, stabilize, or provide housing to persons in need, while supportive services agencies provide case management and additional services. Providers serve chronically homeless persons, families with children, veterans, unaccompanied youth, and those at risk of homelessness. In response to low vacancy rates in its jurisdiction, the CoC increasingly emphasizes the importance of housing retention services, including case management. Partner agencies are also actively working with local landlords to reduce the barriers to renting to chronically homeless persons.

CoC partners work to serve specific subpopulations. For instance, each CoC program that serves children has children's advocates or specially trained staff to ensure that children's needs are met. Other partner agencies provide emergency services to youth ages 16-22 who are experiencing or at risk of homelessness, including emergency shelter and transitional housing, counselling, case management, medical services, educational planning, and employment support, among other things.

The CoC partners work with local, state, and federal organizations to combat homelessness among veterans and continues to prioritize bringing veterans homelessness to functional zero through Coordinated Entry. Increased outreach to veterans at shelters resulted in an uptick in enrollment in VA care, and many veterans are now housed through VA housing programs. CDBG funds have been targeted to address emerging needs identified through the CoC. Public service funds were used to fund housing navigation for permanent supportive housing programs.

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

Actions taken to address the needs of public housing

Burlington Housing Authority (BHA) has successfully converted all of its housing properties to the HUD Rental Assistance Demonstration (RAD) program, meaning that there is no public housing in Burlington. Nonetheless, the City of Burlington has taken steps to support the success of BHA-owned properties in Burlington; for instance, in the last year the City has leveraged monies from its Housing Trust Fund to support security improvements at a BHA-owned property downtown.

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

As noted, the City no longer has any public housing units. However, staff at BHA continue to support residents in various ways. They support Resident Advisory Board meetings, have sponsored a number of on- and off-site health and wellness events, and support tenant organizational initiatives at LIHTC properties.

Actions taken to provide assistance to troubled PHAs

Burlington Housing Authority is designated as a High Performer.

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)

Since the adoption of Burlington's Housing Action Plan in 2015, which was updated with the Mayor's Action Plan to End Homelessness in 2021, the City and its partners have been working to implement the strategies outlined in the plans. Recent achievements include:

- Burlington Housing Trust Fund: The Burlington Housing Trust Fund is managed by CEDO and allocates funding towards the creation and maintenance of affordable housing within the city through a yearly award process.
- Short-term rentals: In 2022, the City adopted an ordinance to regulate short-term rentals operating within the city. The ordinance also established a tax on short-term rentals that provides further funding for the Housing Trust Fund.
- Inclusionary Zoning: In 2023, the City Council approved updates to Burlington's Inclusionary Zoning ordinance, which applies to all new market-rate developments of five or more units and mandates that between 15-25% of units are designated as affordable, depending on the average cost of the market-rate units. The ordinance also provides incentives include density and lot coverage bonuses.
- ADUs: In 2020, the City Council adopted zoning reforms aimed at making it easier for residents to construct ADUs (Accessory Dwelling Units). Reforms included the elimination of ADU parking requirements, an increase in the maximum ADU size, and changes to lot coverage restrictions.
- Neighborhood Code: In spring 2024, the City Council approved the BTV Neighborhood Code, which aims to increase housing opportunities in the city through neighborhood-scale solutions. The Code aims to facilitate the construction of a greater variety of housing types, including duplexes, fourplexes, cottage courts, townhouses, and small multi-unit buildings which previously were prohibited in residential areas due to zoning regulations.

Together, these actions are helping to mitigate the negative impacts policies have historically had on the availability of affordable housing in Burlington.

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

Funding: The greatest obstacle to meeting underserved needs is insufficient resources. To help address this, the City has leveraged additional resources – including American Recovery Plan Act (ARPA) funding and its own Housing Trust Fund – to support priority projects, including the creation of new,

permanently affordable housing units. The Post Apartments project, for instance, which will result in the construction of 38 new housing units and two commercial spaces, received HOME, HOME-ARP, CDBG, ARPA, and Housing Trust Fund commitments from the City of Burlington.

Persons experiencing homelessness: The Covid-19 pandemic abruptly reversed progress Burlington had made in reducing the number of people experiencing homeless in the city, and the number of people experiencing homelessness in Burlington continues to rise. The City has taken several steps to help address this. The City convenes the Chittenden County Homeless Alliance (CCHA), which is the designated Continuum of Care in the region and operates a Coordinated Entry system. In addition, the City has provided funding to support the development and continued operations of a number of shelters within the city, including low-barrier shelters at Champlain Place and the Elmwood Community Emergency Shelter. During the past winter, the City operated a low-barrier seasonal shelter located in the VFW building downtown, which is due to be developed into affordable housing. The City also supports a year-round Community Resource Center, which provides access to daytime warming or cooling space, a food shelf, and supportive services. Finally, the City recognizes the lack of affordable housing in the city impacts the recent rise in rates of homelessness as well. To that end, the City is focused on supporting the development of new affordable housing units. The Post Apartments project mentioned above, for example, will result in the addition of 38 new permanently affordable housing units, including nine dedicated for persons experiencing homelessness, and was supported by a variety of City funds.

Equity: Although Burlington is still largely white, it is becoming increasingly diverse as people of color, often New Americans, move to the city. Recent data, such as the 2023 Point-in-Time count, has shown that people of color, especially Black residents, are disproportionately represented among people experiencing homelessness in the city. They are also significantly less likely than white residents to be homeowners. CEDO and its partners, including the City's Department of Racial Equity, Inclusion, and Belonging (REIB) and local nonprofits such as the Champlain Housing Trust and Richard Kemp Center, are engaged in conversations and research around how best to address persistent racial gaps in homeownership rates, access to decent, affordable housing, and experiences of homelessness. REIB recently held a series of workshops for Burlington residents of color that aimed to demystify the homebuying process. These workshops were well attended. CEDO also coordinated a Personal Care Assistant (PCA) Plus Training Program, which trained persons from Burlington's underserved communities (low-income, unemployed, underemployed, women, and persons of color, including immigrants and refugees) to become PCAs.

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

In January 2021, the City of Burlington's Lead Program received \$3,093,992.45 in lead hazard control funds to reduce lead-based paint hazards in homes and \$530,000 in healthy homes supplemental funding to improve indoor air quality and reduce health hazards found in homes such as asbestos, tripping, and egress. The current grant ended in July 2024. The goal of the BLP is to reduce rates of childhood lead poisoning and improve the overall health of young children and their families through mitigating lead-based paint hazards in eligible homes.

- BLP accomplishments during the reporting period of July 1, 2023 - June 30, 2024 including the following:
- Completed testing for Lead-Based Paint hazards in 7 rental housing units.
- Performed Lead Hazard Control activities in 35 rental housing units and 3 owner occupied units.
- Performed Healthy Home interventions in 36 housing units.
- Trained 22 individuals on the EPA Renovate, Repair and Painting (RRP) Rule.
- Trained 12 individuals to be lead-based paint abatement worker and supervisors
- Trained 125 individuals on the VT Lead Law, Inspection, Repair & Cleaning Practices.
- Conducted 12 Outreach and Education events that reached over 630 individuals.
- Utilized in excess of \$1,125,299 for the administration, implementation and completion of Lead Hazard Control work and Healthy Home activities

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

The City of Burlington takes a holistic approach to reducing the number of poverty-level families in the city by directing funding and other resources both towards programs that support residents experiencing poverty, and also to programs that aim to prevent financial poverty in the first place.

CDBG and HOME funds: All activities funded through the City's CDBG and HOME programs are directed at reducing the number of persons experiencing financial poverty, preventing financial poverty, and assisting persons with limited financial means to meet their basic needs. Poverty is a national issue that is exacerbated by social injustices and historic and ongoing racism. Unfortunately, the percentage of Burlington residents experiencing financial poverty exceeds national, state, and county rates. Almost one in four Burlington residents experience financial poverty, compared to just over one in ten statewide. This figure is even higher in some parts of the city: for instance, over half of residents living in Census Tract 5 experience financial poverty.

Correspondingly, the City invests virtually all of its CDBG and HOME funds in projects that address the effects and causes of financial poverty through supporting financial solvency and growth. Projects supported have provided, amongst other things, childcare for working parents that also promotes early childhood development, affordable housing options, income tax assistance, assistance with job training

and construction certifications, and small business development assistance.

Approximately 66% of funding expenditures were focused in the Neighborhood Revitalization Strategy Area (NRSA) this year. Accomplishments include:

- Two HOME funded projects (in process) located within the NRSA
- Improvements to a public facility - Moran FRAME
- 3 Microenterprise technical assistance programs supported persons primarily in the NRSA
- ReSOURCE Construction Trades Training which consists of job training for young persons looking to start a career in the construction industry
- VCJR's Re-Entry and Recovery Center with facilities located in the NRSA with a focus on case management services for justice-involved individuals living with substance use disorder
- The remaining city-wide activities served many individuals and households from the NRSA.

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

The City of Burlington has worked to develop and sustain institutional structure through coordination, empowerment, and communication among the public, private, and nonprofit organizations working in the city. Overall, there is strong local coordination of services. Over the past year, the City has strengthened partnerships and programs in several key areas, specifically those related to equity.

Continuum of Care/Chittenden County Homeless Alliance (CCHA): The Chittenden County Homeless Alliance is the Continuum of Care for Burlington and the rest of Chittenden County. The CCHA collaborates with nonprofits, local and state government, and private partners to manage a coordinated system that aims to improve outcomes for persons experiencing homelessness. Over the past year, the Coordinated Entry system managed by the CCHA has placed 305 households into permanent housing across properties managed by nonprofits and market-rate landlords.

Language Access Policy: The Language Access Policy allows the City to provide translation and interpretation services through third party vendors to City departments looking to make their public-facing materials more accessible. For example, CEDO used the City's language access resources to make its survey on needs and priorities around housing and community development, conducted as part of the development of our 2024-2028 Consolidated Plan, available in multiple languages. This helped to ensure the survey was accessible to a diverse range of community members. The City has also developed a Language Access training module, which is available to all City employees and is intended to ensure that employees have an understanding of their ethical and legal responsibilities, current best practices, and City-provided resources around serving residents who have limited or no English

proficiency.

Trusted Community Voices: In April 2020, seeking to enhance its equity and inclusion efforts, the City launched the Trusted Community Voices (TCVs) program, which aimed to expand outreach to Burlington's immigrant and refugee populations. Over the past year, work has continued to strengthen TCV capacity on a number of key topics, including affordable housing, public safety, climate change, and workforce development, and TCVs continue to serve as a critical link between City government and immigrant and refugee populations.

Burlington Community Justice Center: The Burlington Community Justice Center (CJC) worked closely with the Burlington Police Department (BPD) in FY24 to update its MOU (Memorandum of Understanding) to be in accordance with the recently passed Act 180, expanding access to restorative justice statewide and deepening our ability to work swiftly after a crime has occurred, for the benefit of all involved. The CJC also created a new MOU with BPD to better formalize a long-standing partnership around our Parallel Justice program. This program has operated since 2006 in partnership with BPD to quickly provide information, resources, and support to victims of crime and harm in Burlington.

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

Collaboration between public and private housing and social service agencies operating within Burlington has become increasingly important over the past year as the City and its partners seek to respond to the increasingly high numbers of residents experiencing homelessness. These efforts have been spearheaded by the local Continuum of Care, the Chittenden County Homeless Alliance, for which the City is Collaborative Applicant. In response to the increased challenges faced by affordable housing providers in the city in particular, CEDO, and the City of Burlington more broadly, has convened meetings that bring together housing and other service providers to discuss best practices in ensuring the sustainability and safety of affordable housing in the city.

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

In 2017 the City of Burlington, in partnership with Burlington Housing Authority and Winooski Housing Authority, completed an Assessment of Fair Housing (AFH) for the jurisdiction. The assessment identified a number of impediments to fair housing choice, including segregation/integration, disparities in access to opportunity, disproportionate housing needs, publicly supported housing, disability and access issues, and fair housing enforcement, outreach capacity, and resources. The report did not identify any racially or ethnically concentrated areas of poverty (R/ECAPs), defined as a geographic area with a significant concentration of poverty and minority populations. As noted in the City's 2024-2028 Consolidated Plan, current data shows that this remains the case.

In collaboration with partner organizations, the City has taken several approaches to addressing identified impediments to fair housing choice. First, the City ensures that City-funded housing projects follow guidelines on accessibility and affordability and that they are located close to transport links and other services. Second, partner organizations operating in the city provide services to residents who may be experiencing discrimination or other impediments to fair housing choice. For instance, the Champlain Valley Office of Economic Opportunity (CVOEO) provides education on housing rights and responsibilities to both tenants and landlords. They also operate the Vermont Tenants Hotline, which is a phone and email service that provides guidance to tenants experiencing various kinds of housing challenges. Vermont Legal Aid (VLA) undertakes numerous activities to combat discriminatory practices by housing providers, including providing legal advice to people who have been discriminated against, conducting investigations of fair housing violations, and reviewing housing advertisements for discriminatory language. Together, these actions have helped to address discriminatory practices that impede fair housing choice through education and enforcement.

CR-40 - Monitoring 91.220 and 91.230

Describe 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

Monitoring activities are carried out by City staff who collaborate with community partners to ensure long-term compliance with program requirements, including minority business outreach and comprehensive planning requirements.

The State of Vermont maintains a DBE registry for grant recipients and subrecipients. Grant agreements require HOME and CDBG recipients to prioritize the utilization of Minority Business Enterprises (MBE) and/or DBE contractors. City staff also ensure projects comply with Davis-Bacon labor standards and Section 3, along with City and State ordinances.

CDBG: All CDBG subrecipient activities are subject to a desk monitoring on a quarterly basis through detailed reports submitted by subrecipients with each reimbursement request. The quarterly monitoring consists of reviewing detailed financial reports, beneficiary race/ethnicity and income data, and other applicable documentation as requested by the City. Additionally, the City has implemented a new policy that all CDBG subrecipients submit a detailed general ledger at the end of the program year to monitor for financial compliance.

HOME: At project completion, HOME funds recipients are required to provide detailed beneficiary information to CEDO that includes information on beneficiary income and rent charged, household composition, and racial and ethnic identity. Units are inspected to ensure they meet housing quality standards. Annually during the affordability period, the incomes and rents of tenants living in HOME-assisted units are monitored to ensure they continue to meet HOME requirements. Periodic review of tenant files ensures that applications and leases follow HOME guidelines. A representative sample of units is inspected every three years to ensure that HOME-assisted units continue to meet housing quality standards.

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

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

The City of Burlington is committed to citizen participation and incorporating residents' feedback on plans and reports. Notification of the public comment period and public hearing for the Program year 2023 (PY2023) CAPER was published in print and online in one of Vermont's top-ranking news resources, Seven Days, on September 4, 2024. The notice was also shared on CEDO's social media accounts (see below), CEDO's CDBG listserv, and the mailing list for the CCHA. The public comment period for the CAPER started on September 11 and ended on September 26, for a total of 15 days. CEDO held a public hearing regarding the CAPER and presented on outcomes during the Community Development and Neighborhood Revitalization Committee (CDNR) meeting on September 18, 2024. Comments and questions are noted below. Comments were accepted at the Public Hearing, in-person at the CEDO office, via an online link, and via email through September 26, 2024. The CAPER was included as a communication to the Burlington City Council on September 23, 2024.

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 were no changes in the jurisdiction's objectives.

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

No

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

N/A

CR-50 - HOME 24 CFR 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 24 CFR §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.

Per CFR §92.504(d), on-site inspections for units with no issues will be conducted every three years. The City and/or third-party partners, including the HUD Real Estate Assessment Center (REAC), Burlington Housing Authority, Winooski Housing Authority, and Vermont State Housing Authority, have conducted inspections of all HOME properties in the city within the last three years. No inspections are outstanding.

Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 24 CFR 91.520(e) and 24 CFR 92.351(a)

CEDO considers the effectiveness of the City's affirmative marketing actions for HOME units 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. CEDO actively encourages affirmative marketing of HOME-funded units. During the development process, as well as during ongoing monitoring, each project with 5+ HOME-assisted units is required to submit an affirmative marketing plan that is reviewed by CEDO staff. Recipients of HOME funds must endeavor 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

For the period 7/1/23 to 6/30/24, CEDO received \$63,996.00 in HOME program income and expended \$63,996.00 in HOME program income. Program income was expended on the creation of a new multi-unit rental housing building on Main Street and the rehabilitation of a multi-unit affordable building on Rose Street.

**Describe other actions taken to foster and maintain affordable housing. 24 CFR 91.220(k)
(STATES ONLY: Including the coordination of LIHTC with the development of affordable
housing). 24 CFR 91.320(j)**

The City of Burlington continues to take action, with regard to both funding and advocacy, to foster and maintain affordable housing. Actions taken include:

- City and state policies ensure that affordable housing is maintained as affordable in perpetuity through permanent housing subsidy covenants. This is in contrast to much of the country, where affordable units are often converted to market rate when affordability periods expire, and thus lost.
- Burlington's Inclusionary and Replacement Housing ordinance establishes requirements for including affordable housing units within certain residential developments and ensures the replacement of housing units that may be lost to redevelopment. The rents for inclusionary units are set at those affordable to households earning 65% of Area Median Income (AMI).
- The Burlington Housing Trust Fund is funded through a property tax allocation, a short-term rental tax, and payments made by housing developers in lieu of providing affordable units within new developments. The fund is used to provide grants and loans for the promotion, retention, and creation of long-term affordable housing for very low, low, and moderate-income households.
- In recent years, the City Council has taken action to reduce regulatory barriers to (affordable) housing construction. Most recently, the Council passed the Neighborhood Code, which aims to ameliorate the impact of restrictive zoning policies on housing development in the city.
- Finally, the City has an approved Assessment of Fair Housing.

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 14 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					

Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					
Other.					

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2023
BURLINGTON , VT

DATE: 09-12-24
TIME: 14:06
PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	846,409.15
02 ENTITLEMENT GRANT	733,763.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	178,171.12
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	368,526.02
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	(201,697.14)
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,925,172.15

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	582,076.07
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	582,076.07
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	143,204.50
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	170,000.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	895,280.57
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,029,891.58

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	23,296.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	558,780.07
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	582,076.07
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	176,950.48
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	36,057.87
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	71,461.38
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	(45,396.43)
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	96,150.54
32 ENTITLEMENT GRANT	733,763.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	733,763.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.10%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	143,204.50
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	143,204.50
42 ENTITLEMENT GRANT	733,763.00
43 CURRENT YEAR PROGRAM INCOME	178,171.12
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	(3,171.12)
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	908,763.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.76%



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2023
BURLINGTON , VT

DATE: 09-12-24
TIME: 14:06
PAGE: 2

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS	Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	1	1631		Cathedral Square Senior Living HVAC Improvement	14B	LMH	\$23,296.00
					14B	Matrix Code	\$23,296.00
Total							\$23,296.00

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2021	3	1606	6831121	Champlain Inn	03C	LMC	(\$16,364.42)
2021	3	1606	6831122	Champlain Inn	03C	LMC	(\$58,298.65)
2021	3	1606	6831125	Champlain Inn	03C	LMC	(\$95,336.93)
					03C	Matrix Code	(\$170,000.00)
2022	2	1635	6887184	Community Resource Center/Feeding Chittenden Expansion	03E	LMC	\$292,666.42
					03E	Matrix Code	\$292,666.42
2023	2	1644	6894729	Moran FRAME	03F	LMA	\$49,933.00
2023	2	1644	6935834	Moran FRAME	03F	LMA	\$42,879.31
					03F	Matrix Code	\$92,812.31
2023	4	1649	6869434	Housing First Services in Chittenden County	03T	LMC	\$10,456.27
2023	4	1649	6885155	Housing First Services in Chittenden County	03T	LMC	\$5,363.38
2023	4	1649	6894729	Housing First Services in Chittenden County	03T	LMC	\$6,871.75
					03T	Matrix Code	\$22,691.40
2021	10	1576	6807837	Elementary Enrichment Program	05D	LMC	\$6,250.01
					05D	Matrix Code	\$6,250.01
2023	4	1653	6869434	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
2023	4	1653	6885444	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
2023	4	1653	6919249	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
					05F	Matrix Code	\$15,000.00
2023	4	1654	6869434	Safe Tonight	05G	LMC	\$6,310.34
2023	4	1654	6885444	Safe Tonight	05G	LMC	\$5,514.08
2023	4	1654	6894729	Safe Tonight	05G	LMC	\$6,135.98
					05G	Matrix Code	\$17,960.40
2019	10	1618	6885155	Preparing Targeted Populations for Construction Jobs	05H	LMC	\$34,303.03
2022	4	1616	6807837	YouthBuild	05H	LMC	\$10,987.05
2023	4	1638	6827222	PCA Plus Program	05H	LMC	\$829.74
2023	4	1638	6837537	PCA Plus Program	05H	LMC	\$640.22
2023	4	1638	6852948	PCA Plus Program	05H	LMC	\$1,800.00
2023	4	1638	6876443	PCA Plus Program	05H	LMC	\$3,300.00
2023	4	1638	6885155	PCA Plus Program	05H	LMC	\$600.00
2023	4	1638	6885444	PCA Plus Program	05H	LMC	\$1,200.00
2023	4	1638	6887184	PCA Plus Program	05H	LMC	\$1,312.50
2023	4	1638	6919249	PCA Plus Program	05H	LMC	\$4,395.09
2023	4	1638	6935834	PCA Plus Program	05H	LMC	\$6,812.50
2023	4	1651	6869434	ReSOURCE Construction Trades Training	05H	LMC	\$5,814.92
2023	4	1651	6885155	ReSOURCE Construction Trades Training	05H	LMC	\$1,566.50
2023	4	1651	6919249	ReSOURCE Construction Trades Training	05H	LMC	\$1,342.72
					05H	Matrix Code	\$74,904.27
2022	4	1613	6807837	ECHO Early Learning	05L	LMC	\$3,974.16
2022	4	1613	6869434	ECHO Early Learning	05L	LMC	\$3,426.00
2022	4	1613	6876443	ECHO Early Learning	05L	LMC	\$5,771.12
2022	4	1615	6807837	Early Childhood Education Program	05L	LMC	\$6,750.00
2023	4	1652	6869434	Lund's Early Childhood Education Program	05L	LMC	\$2,516.00
2023	4	1652	6885155	Lund's Early Childhood Education Program	05L	LMC	\$2,516.00
2023	4	1652	6919249	Lund's Early Childhood Education Program	05L	LMC	\$2,516.00
					05L	Matrix Code	\$27,469.28
2022	4	1614	6807837	Volunteer Income Tax Assistance (VITA)	05Z	LMC	\$5,934.98
2023	4	1650	6919249	Volunteer Income Tax Assistance Program (VITA)	05Z	LMC	\$6,740.14
					05Z	Matrix Code	\$12,675.12
2022	3	1611	6807837	Small Business Equity Project	18C	LMC	\$20,542.00



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2023
BURLINGTON , VT

DATE: 09-12-24
TIME: 14:06
PAGE: 3

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	3	1612	6807837	Financial Futures: Micro Business Development Program	18C	LMC	\$10,020.39
2023	3	1640	6823749	Microenterprise Technical Assistance	18C	LMCMC	\$6,405.88
2023	3	1640	6827222	Microenterprise Technical Assistance	18C	LMCMC	\$3,440.59
2023	3	1640	6837537	Microenterprise Technical Assistance	18C	LMCMC	\$3,458.72
2023	3	1640	6852948	Microenterprise Technical Assistance	18C	LMCMC	\$4,784.66
2023	3	1640	6869434	Microenterprise Technical Assistance	18C	LMCMC	\$3,259.00
2023	3	1640	6876443	Microenterprise Technical Assistance	18C	LMCMC	\$3,186.39
2023	3	1640	6885155	Microenterprise Technical Assistance	18C	LMCMC	\$3,585.83
2023	3	1640	6890052	Microenterprise Technical Assistance	18C	LMCMC	\$1,428.83
2023	3	1640	6893445	Microenterprise Technical Assistance	18C	LMCMC	\$3,641.20
2023	3	1640	6919249	Microenterprise Technical Assistance	18C	LMCMC	\$5,723.00
2023	3	1642	6886281	Small Business Equity Project	18C	LMC	\$44,083.00
2023	3	1643	6876443	Micro Business Development Program	18C	LMC	\$16,047.96
2023	3	1643	6886281	Micro Business Development Program	18C	LMC	\$16,252.36
2023	3	1643	6936081	Micro Business Development Program	18C	LMC	\$20,491.05
Total					18C	Matrix Code	\$166,350.86
							\$558,780.07

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity to prevent, prepare for, and respond to Coronavirus	Activity Name	Grant Number	Fund Type	Matrix Code	National Objective	Drawn Amount
2023	4	1649	6869434	No	Housing First Services in Chittenden County	B23MC500001	EN	03T	LMC	\$10,456.27
2023	4	1649	6885155	No	Housing First Services in Chittenden County	B23MC500001	EN	03T	LMC	\$5,363.38
2023	4	1649	6894729	No	Housing First Services in Chittenden County	B23MC500001	EN	03T	LMC	\$6,871.75
								03T	Matrix Code	\$22,691.40
2021	10	1576	6807837	No	Elementary Enrichment Program	B21MC500001	EN	05D	LMC	\$6,250.01
								05D	Matrix Code	\$6,250.01
2023	4	1653	6869434	No	VCJR Re-Entry and Recovery Center with Contingency Management	B23MC500001	EN	05F	LMC	\$5,000.00
2023	4	1653	6885444	No	VCJR Re-Entry and Recovery Center with Contingency Management	B23MC500001	EN	05F	LMC	\$5,000.00
2023	4	1653	6919249	No	VCJR Re-Entry and Recovery Center with Contingency Management	B23MC500001	EN	05F	LMC	\$5,000.00
								05F	Matrix Code	\$15,000.00
2023	4	1654	6869434	No	Safe Tonight	B23MC500001	EN	05G	LMC	\$6,310.34
2023	4	1654	6885444	No	Safe Tonight	B23MC500001	EN	05G	LMC	\$5,514.08
2023	4	1654	6894729	No	Safe Tonight	B23MC500001	EN	05G	LMC	\$6,135.98
								05G	Matrix Code	\$17,960.40
2019	10	1618	6885155	Yes	Preparing Targeted Populations for Construction Jobs	B20MC500001	EN	05H	LMC	\$34,303.03
2022	4	1616	6807837	No	YouthBuild	B22MC500001	EN	05H	LMC	\$10,987.05
2023	4	1638	6827222	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$829.74
2023	4	1638	6837537	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$640.22
2023	4	1638	6852948	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$1,800.00
2023	4	1638	6876443	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$3,300.00
2023	4	1638	6885155	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$600.00
2023	4	1638	6885444	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$1,200.00
2023	4	1638	6887184	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$1,312.50
2023	4	1638	6919249	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$4,395.09
2023	4	1638	6935834	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$6,812.50
2023	4	1651	6869434	No	ReSOURCE Construction Trades Training	B23MC500001	EN	05H	LMC	\$5,814.92
2023	4	1651	6885155	No	ReSOURCE Construction Trades Training	B23MC500001	EN	05H	LMC	\$1,566.50
2023	4	1651	6919249	No	ReSOURCE Construction Trades Training	B23MC500001	EN	05H	LMC	\$1,342.72
								05H	Matrix Code	\$74,904.27
2022	4	1613	6807837	No	ECHO Early Learning	B22MC500001	EN	05L	LMC	\$3,974.16
2022	4	1613	6869434	No	ECHO Early Learning	B22MC500001	EN	05L	LMC	\$3,426.00
2022	4	1613	6876443	No	ECHO Early Learning	B22MC500001	EN	05L	LMC	\$5,771.12
2022	4	1615	6807837	No	Early Childhood Education Program	B22MC500001	EN	05L	LMC	\$6,750.00
2023	4	1652	6869434	No	Lund's Early Childhood Education Program	B23MC500001	EN	05L	LMC	\$2,516.00
2023	4	1652	6885155	No	Lund's Early Childhood Education Program	B23MC500001	EN	05L	LMC	\$2,516.00
2023	4	1652	6919249	No	Lund's Early Childhood Education Program	B23MC500001	EN	05L	LMC	\$2,516.00
								05L	Matrix Code	\$27,469.28
2022	4	1614	6807837	No	Volunteer Income Tax Assistance (VITA)	B22MC500001	EN	05Z	LMC	\$5,934.98
2023	4	1650	6919249	No	Volunteer Income Tax Assistance Program (VITA)	B23MC500001	EN	05Z	LMC	\$6,740.14
								05Z	Matrix Code	\$12,675.12
					No	Activity to prevent, prepare for, and respond to Coronavirus				\$121,757.40
					Yes	Activity to prevent, prepare for, and respond to Coronavirus				\$55,193.08
Total										\$176,950.48



LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2023	5	1639	6823749	Admin and Planning	21A		\$22,198.75
2023	5	1639	6827222	Admin and Planning	21A		\$12,043.23
2023	5	1639	6837537	Admin and Planning	21A		\$10,338.10
2023	5	1639	6852948	Admin and Planning	21A		\$14,026.67
2023	5	1639	6869434	Admin and Planning	21A		\$12,844.23
2023	5	1639	6876443	Admin and Planning	21A		\$11,913.74
2023	5	1639	6885155	Admin and Planning	21A		\$11,767.50
2023	5	1639	6890052	Admin and Planning	21A		\$11,777.80
2023	5	1639	6893445	Admin and Planning	21A		\$6,506.91
2023	5	1639	6894729	Admin and Planning	21A		\$1,374.82
2023	5	1639	6916816	Admin and Planning	21A		\$3,769.49
2023	5	1639	6919249	Admin and Planning	21A		\$12,432.20
2023	5	1639	6935834	Admin and Planning	21A		\$12,211.06
Total					21A	Matrix Code	\$143,204.50
							\$143,204.50

ROUGH DRAFT Residential Rental Stability Charter Change

WHEREAS CLAUSES:

- Renters currently make up 70% of all Burlington residents.
- The 2023 Rental Vacancy Study produced by Allen, Brooks & Minor (ABM) procured by CEDO established the current rental vacancy rate for Burlington as 1% of the currently 10,994 available units in the city.
- Rent inflation in 2022 was 5.5%, which was more than twice the rate of rent inflation observed in 2021. Rent inflation for 2023 was 4.8%. In both instances, the rent inflation outpaced the average annual change in Consumer Price Index (CPI). *Refer to same study*
- Beginning in 2025 the estimated cumulative tax impact for the Future BHS/BTC school construction bond will begin at a rate of \$648 per \$370k assessed homestead value and will continue increasing to \$834 per \$370k in 2027, which will last 18 years until 2046. (FY25 BSD City Council Presentation July 2024)
- A significant number of households in the Burlington Housing Authority Section 8 program have been unable to secure housing during the customary 90-day lease-up period and have required additional 90-day extensions to find suitable housing.
- Over half of all Burlington renters are considered cost-burdened or severely cost-burdened by their housing expenses. 27% of Burlington renters pay between 30% and 49% of their income on rent and utilities, and 26% of Burlington renters pay more than 50% of their income towards rent and utilities. *Footnote: Households paying over 40% of income are considered cost-burdened and those paying more than 50% of income are severely cost-burdened.*
- A recent analysis done for City Planning determined that the cost of creating new rental housing cannot be justified even with extremely high rents for newly-built housing and that only projects that were approved and underway are moving forward at this time.

RESOLVE CLAUSES:

- Any property owner or agent thereof raises a tenant's rent by more than 5% in a single notice and lease period, they are required to provide the tenant a 180-day notice of the rental increase (representing an additional 90 days beyond Burlington's current notice period).
- That in the event a property owner or agent thereof does not provide the aforementioned notice within the ascribed timeline, the tenant may exercise the right to remain in the unit for 180 days beyond the date notice was provided at the pre-existing rent rate; OR the tenant may seek relief from the Burlington Housing Board of Review for reasonable costs associated with relocating to similar housing within Chittenden County, which may include the difference in rent paid from the existing unit to the new unit [if an increase

occurs], for a total period of time covered under the 180-day notice period not to exceed 3-times the current rate of rent of the expiring lease.

- Instructs the Office of the City Attorney and the Department of Permitting and Inspections to collaboratively mail written notice of these changes to all registered property owners at the address on file with the city as well as emailed if an e-mail address is on file with the city on or before XXXX DATE. The City will not be held liable if a property owner or agent thereof claims not to have received notice but the City should document the address and date notice was mailed and e-mailed and retain that documentation for a period of at least 2 years from this resolution's efficacy date.
- Instructs the Burlington Housing Board of Review to include in their annual report to the City Council any updates, positive or negative observations, and suggestions stemming from any cases brought before the Board stemming from this Resolution.

SUNSET LANGUAGE:

- This resolution will automatically sunset in the event that either of the two events happen:
 - o The Vermont Legislature successfully enacts legislation that permits municipalities to pass ordinances that allow for capping or controlling rent increases AND the Burlington City Council takes up and successfully passes such an ordinance; OR
 - o The rental vacancy rate reaches 5% as confirmed either by CEDO or Department of Permitting and Inspections.
- In the event that the sunset clause is triggered, all other city ordinances governing notice or renter's rights are to continue to be observed.