



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 1st Floor, City Hall

Wednesday, September 17, 2025, 6:30 PM

Join Zoom Meeting

<https://zoom.us/j/93930836111?pwd=wseBKeFwIL8tqfOD0OjhEX8XKxGDo.1>

Meeting ID: 939 3083 6111

Passcode: 859353

One tap mobile

+13052241968,,93930836111#,,,,*859353# US

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Join instructions

[https://zoom.us/meetings/93930836111/invitations?signature=-P_S-nYjDxH3TFjlrrddPGVxZ5vvsINkXsP3q4hOXr5A](https://zoom.us/join/https://zoom.us/meetings/93930836111/invitations?signature=-P_S-nYjDxH3TFjlrrddPGVxZ5vvsINkXsP3q4hOXr5A)

1. Agenda

1.1. Motion to amend/adopt agenda

2. Adopt Minutes

Subject	2.1. Approval of Minutes for the following 2025 meetings: 6/18, 7/10, 8/7, 8/20
Meeting	September 17, 2025 - CDNR Committee Meeting - Wednesday, September 17, 2025, 6:30 PM, Sharon Bushor Conference Room 1st Floor, City Hall
Category	2. Adopt Minutes
Department	
Type	Minutes
Recommended Action	

3. Public Forum

Subject **3.1. PUBLIC FORUM - Verbal Comments**
Meeting September 17, 2025 - CDNR Committee Meeting - Wednesday, September 17, 2025, 6:30 PM, Sharon Bushor Conference Room
1st Floor, City Hall
Category 3. Public Forum
Department
Type

4. Public Hearing: 2024 Consolidated Annual Performance and Evaluation Report (CAPER) - CEDO

Subject **4.1. Presentation on 2024 CAPER and then open for comments/questions**
Meeting September 17, 2025 - CDNR Committee Meeting - Wednesday, September 17, 2025, 6:30 PM, Sharon Bushor Conference Room
1st Floor, City Hall
Category 4. Public Hearing: 2024 Consolidated Annual Performance and Evaluation Report (CAPER) - CEDO
Department Community & Economic Development Office (CEDO)
Type Presentation
Public Hearing

Recommended Action

5. Syringe Litter Report Review

Subject **5.1. Continued review and discussion with attendance by Howard Center leadership**
Meeting September 17, 2025 - CDNR Committee Meeting - Wednesday, September 17, 2025, 6:30 PM, Sharon Bushor Conference Room
1st Floor, City Hall
Category 5. Syringe Litter Report Review
Department Community & Economic Development Office (CEDO)
Type

Recommended Action

6. Adjournment

Subject **6.1. Motion to adjourn**
Meeting September 17, 2025 - CDNR Committee Meeting - Wednesday, September 17, 2025, 6:30 PM, Sharon Bushor Conference Room
1st Floor, City Hall
Category 6. Adjournment
Department Council and Board

Type

Recommended Action



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Councilor Evan Litwin (EL), Chair, Ward 7
Councilor Carter Neubieser (CN), Ward 1
Councilor Allie Schachter (AS), East District

CDNR Committee Meeting
Wednesday, June 18th, 2025
6:30 – 8:30 PM
Sharon Bushor Conference Room, 1st Floor – City Hall

Committee members: Evan Litwin (EL), Allie Schachter (AS)

City Staff: Christine Curtis, CEDO

Other Attendees: Brian Pine, Rebeka Lawrence-Gomez, CEDO; Sarah Carpenter, Andrea Viets, Jane Catton

Draft Minutes

Meeting Started at 6:30 PM

1. Approve agenda

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

VOTING: unanimous; motion carries.

2. Adopt Minutes

MOTION by Councilor Schachter, SECOND by Councilor Litwin, to approve the 5/1/25 minutes

VOTING: unanimous; motion carries.

3. Public Forum

- No one spoke at public forum

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4. Initial Discussion & Planning: Council on Aging Report referred by City Council
 - The group discussed the Council on Aging report. Allie Schachter highlighted the importance of the report, which focuses on supporting seniors in the community, and emphasized the need to continue this work amidst recent city restructuring. The group agreed to prioritize next steps and discuss the report's key takeaways, with a focus on the aging council's future activities.
 - The group reviewed the resolution passed by the City Council, which called for a review of services for older adults and the allocation of resources to the Heineberg Community Senior Center. The group considered formalizing the Council on Aging as a city commission and explored potential support from the City's REIB department.

5. HTF Reports and Update – Rebeka Lawrence-Gomez, CEDO
 - Discussed funding options for affordable housing, with Brian Pine explaining the Housing Trust Fund's role and history. The group reviewed various revenue-generating ideas, including property transfer taxes and converting exempt properties to taxable status. They agreed to compile pros and cons of each option for the next meeting, where they will work with Carter to develop recommendations for the Housing Trust Fund Committee and Mayor's office. The discussion also touched on the need to correctly allocate short-term rental taxes according to the original ordinance, which states a 9% tax for the Housing Trust Fund.

6. Initial Discussion & Planning: Syringe Litter Report from Board of Health referred by City Council
 - The group discussed next steps for addressing syringe litter in Burlington following a recent Board of Health report. They agreed to draft an invitation letter to stakeholders for upcoming summer meetings, with a focus on engaging syringe service providers, community organizations, and city departments. The committee plans to evaluate low-cost, high-impact solutions like additional collection boxes and explore options for funding and implementing them. They also aim to research successful programs in other cities and assess the feasibility of potential changes to syringe service programs in Burlington. The group will meet again to further discuss recommendations and next steps before presenting findings to the City Council by September 1st.

7. Scheduling

- The group scheduled several meetings to discuss a syringe litter initiative, with the next work session set for July 10th from 5:30 to 7:30 PM. They agreed to hold another work session on August 7th, followed by a final meeting on August 20th where they will vote to approve their memo.

8. Adjournment

- ADJOURN at 8:35 p.m. by Councilor Litwin with no objection



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Councilor Evan Litwin (EL), Chair, Ward 7
Councilor Carter Neubieser (CN), Ward 1
Councilor Allie Schachter (AS), East District

CDNR Committee Meeting
Thursday, July 10th, 2025
5:30 – 7:30 PM
Sharon Bushor Conference Room, 1st Floor – City Hall

Committee members: Evan Litwin (EL), Allie Schachter (AS)
City Staff: Christine Curtis, CEDO
Other Attendees: Bill Ward, Permitting & Inspections

Draft Minutes

Meeting Started at 5:37 PM

1. Approve agenda
MOTION by Councilor Schachter, SECOND by Councilor Litwin, to approve the agenda
VOTING: unanimous; motion carries.
2. Public Forum
 - No one spoke at public forum
3. Work Session: Syringe Litter in Burlington
 - The group discussed strategies for improving syringe disposal infrastructure in the City. Members proposed installing more safe syringe disposal boxes in strategic locations, which Bill confirmed was already being addressed by the Board of Health. They discussed the

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cost and logistics of implementing these boxes, with Bill noting that two smaller boxes were recently acquired for around \$300 each. The group agreed that increasing the availability of safe disposal options was a priority, but they also emphasized the need for better data collection efforts and collaboration with community partners. EL discussed a pilot project for managing syringes in Burlington, focusing on data collection and identifying high-impact areas. He emphasized the need for collaboration with the Howard Center, which distributes a significant number of syringes monthly, and suggested exploring partnerships with local businesses for maintaining and monitoring disposal boxes. AS also highlighted the importance of selecting a suitable location for the pilot that could be easily replicated and managed, while addressing concerns about stigma and accessibility. EL led a discussion on strategies to manage and incentivize the collection and transportation of used syringes, exploring the possibility of engaging businesses and community groups to host and monitor collection boxes. He proposed a city-wide marketing campaign similar to the "Adopt a Highway" program and suggested exploring partnerships with organizations like the Howard Center and local businesses to encourage volunteer participation. EL also emphasized the need to address community concerns about public safety and to consider incentivizing legal exchange programs for syringes, while acknowledging the importance of maintaining public health standards. The group agreed to further research funding options for such initiatives and to continue discussions with relevant stakeholders, including the Board of Health and the Howard Center. The committee aims to produce a concise final report with actionable recommendations for the City Council by the end of August.

4. Adjournment

- ADJOURN at 7:17 p.m. by Councilor Litwin with no objection



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Councilor Evan Litwin (EL), Chair, Ward 7
Councilor Carter Neubieser (CN), Ward 1
Councilor Allie Schachter (AS), East District

CDNR Committee Meeting
Thursday, August 7th, 2025
5:30 – 7:30 PM
Sharon Bushor Conference Room, 1st Floor – City Hall

Committee members: Evan Litwin (EL), Allie Schachter (AS)

City Staff: Christine Curtis, CEDO

Other Attendees: Councilor Melo Grant (online); Cam Lauf, Turning Point Center; Emily ??, Turning Point Center; Jeffrey, Ward 3 resident; Sam Donnelly, Building Burlington's Future; Cayson Hudman, Peace and Justice Center; Bella Fern, Ward 3 resident; Andy Hard, Ward 1 resident; Amy Kimmel, Clarke Street resident; Robert Perry, Clarke Street resident

Draft Minutes

Meeting Started at 5:36 PM

1. Approve agenda

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

VOTING: unanimous; motion carries.

2. Public Forum

- Cam Lauf spoke
- Jeffrey spoke
- Sam Donnelly spoke
- Cayson spoke

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- Bella Fern spoke
- Andy Hard spoke – andy.hard@gmail.com
- Amy Kimmel spoke
- Robert Perry spoke
- Melo Grant spoke

3. Work Session #2: Syringe Litter in Burlington

- The meeting focused on addressing syringe litter and related public health concerns in Burlington, with discussions centered on potential solutions, costs, and community engagement strategies. Participants explored various approaches including installing more sharps containers, strengthening partnerships with organizations, and improving enforcement of operating guidelines, while also considering the broader impact of drug-related issues on the community. The group discussed harm reduction programs, data collection methods, and the need for both short-term and long-term solutions, including better coordination between municipal and state levels, enhanced enforcement efforts, and improved access to recovery services.

4. Adjournment

- ADJOURN at 7:31 p.m. by Councilor Litwin with no objection



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Councilor Evan Litwin (EL), Chair, Ward 7
Councilor Carter Neubieser (CN), Ward 1
Councilor Allie Schachter (AS), East District

CDNR Committee Meeting
Wednesday, August 20th, 2025
6:30 – 8:30 PM
Sharon Bushor Conference Room, 1st Floor – City Hall

Committee members: Evan Litwin (EL), Allie Schachter (AS)

City Staff: Christine Curtis, CEDO

Other Attendees: Erin Jacobson, Mayor’s Office; Andrea Viets, Heineberg Community Senior Center; Glenn Mcraig, Burlington Aging Council; Jenny, Board of Health; Barbara Shaw-Dorso, Burlington Aging Council; Charlie Messing, Burlington Aging Council; Zachary Cummings; Theresa Vassina

Draft Minutes

Meeting Started at 6:37 PM

1. Amend agenda item #3 from “AgeWell” to “Age Strong Burlington”
MOTION by Councilor Schachter, SECOND by Councilor Litwin, to approve the amendment and adopt the agenda
VOTING: unanimous; motion carries.

2. Public Forum

- Andrea spoke
- Barbara spoke
- Charlie spoke

3. Age Strong Burlington

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- Focused on discussions about aging services in Burlington, including program transitions and the future of the Aging Council, with emphasis on supporting the growing older adult population and establishing new committee structures. The group addressed various operational matters including transportation coverage, staffing needs, and accessibility issues at senior centers, while also exploring ways to gather stakeholder feedback and improve data collection systems.
- Erin Jacobson: Check with HR Director about posting the adult programmer position.
- Parks Department: Share their proposal for adult programming with the Mayor and then with CDNR committee when ready.
- CDNR committee: Make the Aging Council work a quarterly agenda item while finding a permanent home for it.
- Erin Jacobson: Discuss with the Mayor about where the Aging Council work could permanently live within city departments.
- Erin Jacobson and Andrea: Revisit the MOU about the shared van between Heineberg and the City.
- Councillor Schachter: Follow up with Glenn about proclamations and resolutions aligned with the Aging Council's priority areas.

4. Syringe Litter Check-in

- Focused on the distribution of public health boxes and the need for a protocol to ensure proper maintenance and placement, particularly in areas with substance use disorder and homelessness. Emphasized the importance of engaging stakeholders like the Board of Health and Howard Center to address these issues collaboratively. The group also discussed concerns about the Clark Street neighborhood, highlighting the need for dialogue with the Mayor's office to address public pressure points and support community members.
- Theresa: Find out where the \$150,000 allocated by the legislature for statewide sharps disposal options is and how to access it.
- Theresa: Continue developing the framework for Project SHINE including training protocols and MOUs with SSPs.
- Theresa: Share the prototype with the team for feedback.
- Team: Review the prototype and provide feedback by the end of next week.
- Team: Meet again in two weeks to finalize the feature design.
- Theresa: Pull together a budget for syringe cleanup supplies.

5. Regional Programs Initial Discussion

- Discussed the need to establish a structured process for regional programs funding, similar to the Housing Trust Fund model, to ensure transparency, equity, and consistency. Suggested using a low-barrier application process and an advisory board to review applications, aiming to have a system in place by the end of the year. The mayor's office would work with CDNR to develop this process. Additionally, the committee would explore creating a fund to support businesses impacted by construction, a task that was already on CEDO's radar.
- CDNR committee: Develop a process for regional programs funding by October/December.
- Councilor Litwin: Reach out to Kara about information on the ARPA grants model for regional programs funding.

6. Scheduling Check-in and Adjournment

- ADJOURN at 8:38 p.m. by Councilor Litwin with no objection

2024 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 is making progress towards achieving the goals identified in its 2024-2028 Consolidated Plan and 2024 Action plan. Over the past year, the City has made significant progress in many priority areas. Highlights include:

- The construction of a multiunit rental building with one HOME-assisted unit and 16 total units; in addition, two buildings with a total of 78 mostly affordable housing units have received HOME and/or CDBG funding awards and are under construction
- The rehabilitation of 39 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 2024 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: 55 rental units rehabilitated; progress: 39 rental units rehabilitated, and 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 six rental housing units; accomplished: the City closed out one HOME-assisted new construction project this year, which created one HOME-assisted unit and a total of 16 affordable units. In addition, the City has committed funds to two new construction projects that together will provide 5 HOME- and 6 HOME-ARP-assisted units and an additional 67 mostly affordable units.

Economic Opportunity:

- Support Microenterprises - goal: assist 205 businesses through two microenterprise programs and technical assistance; accomplished: 200 businesses assisted.
- Reduce Economic Barriers - Early Childhood - goal: support 62 persons through early childhood education programs that support vulnerable children and families; progress: 30 persons assisted.
- Reduce Economic Barriers - Access Resources - goal: reduce barriers to economic resources and opportunities for 525 persons from low-moderate income households; accomplished: 918 persons assisted.

Suitable Living Environment:

- Provide Public Services - Homeless - goal: provide services to 45 households experiencing or with histories of homelessness; accomplished: 47 households assisted.
- Provide Public Services - Homeless person overnight shelter - goal: provide emergency housing and support services to 370 adults and children fleeing domestic violence; accomplished: 523 persons assisted; goal: provide services to 40 adults at Champlain Inn, a low-

barrier shelter; accomplished: 96 persons assisted.

- Provide Public Services - Non-homeless - goal: provide services to 100 persons belonging to at risk or vulnerable populations; progress: 76 persons assisted.
- Improve Public Facilities and Infrastructure - goal: 42,645 persons assisted (city-wide); accomplished: city-wide benefit through capital improvements to three public facilities.

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
Create New Affordable Housing	Affordable Housing Homeless	CDBG: \$ / HOME: \$1,227,091	Rental units constructed	Household Housing Unit	35	1	3%	6	1	17.0%
Economic Development	Non-Housing Community Development	CDBG: \$185,642 / HOME: \$0	Businesses assisted	Businesses Assisted	515	200	39%	205	200	98%
Improve Economic Opportunities	Non-Housing Community Development	CDBG: \$59,980 / HOME: \$0	Public service activities other than Low/Moderate Income	Persons Assisted	435	30	7%	87	30	34%

			Housing Benefit							
Improve Existing Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$13,000 / HOME: \$226,050	Rental units rehabilitated	Household Housing Unit	145	39	27%	55	39	71%
Improve Existing Affordable Housing	Affordable Housing Homeless Non-Homeless Special Needs	CDBG: \$0 / HOME: \$0	Homeowner Housing Rehabilitated	Household Housing Unit	15	0	0.00%	0	0	N/A
Improve Public Facilities and Infrastructure	Non-Housing Community Development	CDBG: \$329,550 / HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	42645	42,645	100%	700	42,645	6,092%

Planning and Administration	Administration	CDBG: \$146,520 / HOME: \$34,705	Other	Other	1	1	100%	1	1	100%
Public Services	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$85,000 / HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5075	1,660	33%	1015	1,660	164%

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 2024-2028 Consolidated Plan and 2024 Action Plan determined that the creation and preservation of affordable housing should be the City’s top

priority. In the first year of the current Consolidated Plan, HOME funds were used to support the construction of a 16-unit rental apartment building that has one HOME-assisted unit. HOME funds have been committed to an additional two rental construction projects, once with 38 units and one with 40 units, which are under construction. HOME and CDBG 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 second 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. The City's third 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.

Beyond this, the City has prioritized directing funds towards projects that support residents with the greatest financial need; approximately 94% of CDBG beneficiaries this program year had low to moderate incomes, including over 70% who had 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; the NRSA was revised and updated with the 2024-2028 Consolidated Plan and 2024 Action Plan. In Program Year 2024, 28% of HOME and 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	1,704	11
Black or African American	464	3
Asian	122	2
American Indian or American Native	22	0
Native Hawaiian or Other Pacific Islander	5	0
Total	2,317	16
Hispanic	177	0
Not Hispanic	2330	16

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. Nearly 20% of HOME and CDBG beneficiaries were Black or African American, compared to approximately 5% for the city as a whole. Approximately 7.5% of beneficiaries were Hispanic or Latino, compared to 4% for the city. (Comparative data points based on 2020 Decennial Census data.) The numbers in the table above do not reflect the

total number of beneficiaries, because some beneficiaries reported their race as multi-racial, which is not shown in the table.

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	\$819,602	\$903,933.21
HOME	public - federal	\$1,487,845.88	\$216,406.45

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 \$903,933.21 in CDBG funds, \$216,406.45 in HOME funds, and \$273,443.27 in HOME-ARP 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

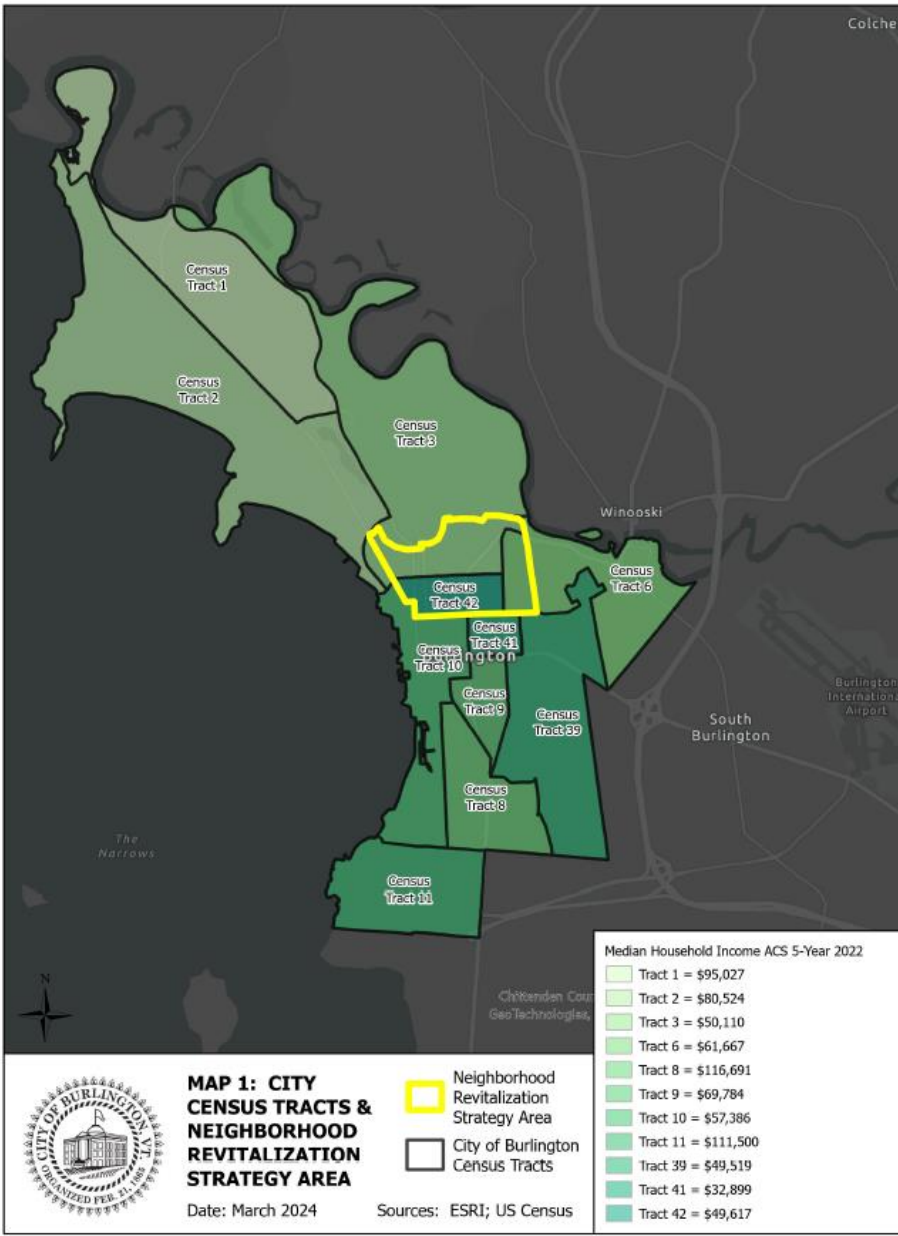
Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City-Wide	56	72	
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	44	28	

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 tract 42, the western portion of census tract 6, and the southern portion of census tract 3, which encompasses the City's Old North End neighborhood. The NRSA is shown on the attached map. The NRSA was revised with the 2024-2028 Consolidated Plan and 2024 Action Plan.

This program year, the City closed out two projects located in the NRSA. One program led by the City's Business and Workforce Development department provided technical assistance to small businesses and entrepreneurs. A HOME-funded project rehabilitated ten units at an existing affordable rental building known as the Rose Street Artists Cooperative. Many other projects served NRSA residents, even though the projects were not themselves located in the NRSA.



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 \$20 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	\$739,428.46
2. Match contributed during current Federal fiscal year	\$1,200,000
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$1,939,428.46
4. Match liability for current Federal fiscal year	\$17,240.97
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$1,922,187.49

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
100 Cambrian	03/06/25	\$1,200,000						\$1,200,000

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	0	0	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	\$9,585,748	0	0	0	0	\$9,585,748
Number	2	0	0	0	0	2

Sub-Contracts						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

	Total	Women Business Enterprises	Male
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Contracts			
Dollar Amount	\$9,585,748	0	\$9,585,748
Number	2	0	2

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

	Number	Cost
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 2024 HOME spending

The City of Burlington closed out two HOME-funded projects during the 2024 program year. Main Street Family Housing, a new affordable rental project, has 16 total units with one HOME-assisted units. HOME

funds were also used to rehabilitate ten units at an existing affordable rental property, Rose Street Artists Cooperative. In addition, HOME funds have been committed to two affordable rental projects, Post Apartments and 100 Cambrian, that together will provide 78 mostly affordable units, including 5 HOME- and 6 HOME-ARP assisted units. Both buildings are under construction.

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	1
Number of Non-Homeless households to be provided affordable housing units	16	10
Number of Special-Needs households to be provided affordable housing units	45	29
Total	61	40

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	6	1
Number of households supported through Rehab of Existing Units	55	39
Number of households supported through Acquisition of Existing Units	9	0
Total	61	40

Table 12 – Number of Households Supported

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

As described above, the City closed out two HOME-funded affordable housing development and rehabilitation projects this year. HOME funds were used to support the creation of 16 affordable rental units at Main Street Family Housing and to support the renovation of 10 existing affordable units at Rose Street Artists Cooperative. The City and its partners have made progress on an additional two affordable rental projects, which together will provide 78 units. Both are under construction. CDBG funds were

used to fund renovations at one existing project that provides affordable housing to older adults. In addition, CDBG 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 is making progress towards meeting the housing goals identified in the 2024-2028 Consolidated Plan.

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, increased cost of construction, and persistent construction labor shortages 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	25	3
Low-income	4	8
Moderate-income	0	0
Total	29	11

Table 13 – Number of Households Served

Narrative Information

Several HOME- and/or CDBG-funded residential new construction and rehabilitation were closed out this year. All households served by these projects were low-income, and 70% had extremely low incomes.

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 has seen an exceptional increase in the number of unhoused community members in the last few years. The local strategy to address homelessness includes: financial investments in new permanent and emergency housing, the strengthening of Chittenden County's Coordinated Entry system, and the establishment of a position to coordinate community efforts to end chronic homelessness. 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 and maintains responsibility for the county's Coordinated Entry System (see below for more information about the CES).

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. In the 2024 program year, the Coordinated Entry system placed 264

households into permanent housing. Many housing projects funded by the City, including through the use of HOME and CDBG funds, include units dedicated for households exiting homelessness. These units are usually filled in coordination with the Coordinated Entry system and are paired with supportive services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The lack of permanent housing in Burlington necessitates facilities in Burlington and neighboring communities for the emergency shelter and transitional housing needs of persons experiencing homelessness. While several temporary shelters operate within the community, the need for such shelter greatly exceeds current capacity.

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.

In the 2024 program year, several new shelters (re-)opened. Renovations, partly funded by City CDBG funds, were completed at Champlain Place, which is a low-barrier shelter operated by Champlain Valley Office of Economic Opportunity (CVOEO) and CHT. COTS operated a seasonal shelter in a newly purchased building close to the downtown transit center, which will ultimately serve to expand their permanent shelter capacity. Finally, the City, in collaboration with partners, operated an emergency cold weather shelter when weather conditions required.

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 100 Cambrian project, for instance, which will result in the construction of 40 new permanently affordable housing units, received HOME, HOME-ARP, 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 emergency cold weather shelter when conditions necessitated. 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. For example, the Post Apartments project, which is currently under construction, 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, including HOME, HOME-ARP, and CDBG.

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 2024 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 December 2024, the City of Burlington's Lead Program received \$4,301,890 in lead hazard control funds to reduce lead-based paint hazards in homes and \$529,000 in healthy homes supplemental funding to improve indoor air quality and reduce health hazards found in homes, such as asbestos, tripping, and fire egress. The goal of the Burlington Lead Program (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. The BLP's previous grant ended in July 2024.

BLP accomplishments during the reporting period of July 1, 2024 - June 30, 2025 including the following:

- Successfully applied for and was awarded the City of Burlington's seventh Office of Lead Hazard Control and Healthy Homes grant.
- Closed out the Lead2020 grant award having completed lead hazard reduction in 87 units over the course of the grant.
- Performed Lead Hazard Control activities in 21 rental housing units
- Performed Healthy Homes interventions in 21 housing units
- Trained two individuals on the EPA Renovate, Repair, and Painting (RRP) Rule
- Trained 128 individuals on the VT Lead Law, Inspection, Repair, and Cleaning Practices.
- Conducted 21 Outreach and Education events that reached over 2,800 individuals
- Utilized in excess of \$913,864 for the administration, implementation, and completion of Lead Hazard Control work and Healthy Homes 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 28% of funding expenditures were focused in the Neighborhood Revitalization Strategy Area (NRSA) this year. Accomplishments include:

- One completed multi-unit HOME rental rehabilitation project in the NRSA.
- One microenterprise technical assistance program provided assistance to small businesses and entrepreneurs primarily located in 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 264 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 FY25 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 several years 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.

To be added

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 7/1/24 to 6/30/25, CEDO received \$0 in HOME program income and expended \$0 in HOME program income.

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	0	2	0	0	0
Total Labor Hours	0	35,105			
Total Section 3 Worker Hours	0	10,972			
Total Targeted Section 3 Worker Hours	0	1,652			

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		1			
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.		1			
Direct, on-the job training (including apprenticeships).		1			
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.		1			
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.		1			

Table 15 – Qualitative Efforts - Number of Activities by Program

Narrative

Efforts to engage Section 3 workers and contractors is an ongoing priority for the City and its funding partners. There were two Section 3 eligible HOME-funded projects; one met the Safe Harbor benchmark for Section 3 worker hours. Bidding documents for both projects included invitations for Section 3 eligible contracts and outreach efforts to secure bids from Section 3 businesses.



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PART I : SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,228,417.60
02 ENTITLEMENT GRANT	732,602.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	78,125.63
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,039,145.23

PART II : SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	625,271.27
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	625,271.27
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	105,699.38
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	730,970.65
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,308,174.58

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	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	625,271.27
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	625,271.27
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	138,142.03
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	36,057.87
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	102,084.16
32 ENTITLEMENT GRANT	732,602.00
33 PRIOR YEAR PROGRAM INCOME	100,045.49
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	832,647.49
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	12.26%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	105,699.38
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)	105,699.38
42 ENTITLEMENT GRANT	732,602.00
43 CURRENT YEAR PROGRAM INCOME	78,125.63
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	810,727.63
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	13.04%



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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

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

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
2023	2	1647	7003695	Champlain Inn Privacy and Security Fence Project	03C	LMC	\$67,500.00
					03C	Matrix Code	\$67,500.00
2024	2	1664	7019437	Community Resource Center/Feeding Chittenden Addition	03E	LMA	\$23,645.86
					03E	Matrix Code	\$23,645.86
2023	2	1644	6937292	Moran FRAME	03F	LMA	\$2,083.04
2023	2	1644	6937365	Moran FRAME	03F	LMA	\$4,161.04
					03F	Matrix Code	\$6,244.08
2023	4	1649	6937365	Housing First Services in Chittenden County	03T	LMC	\$7,308.60
2023	4	1655	6996212	Champlain Inn Services & Management	03T	LMC	\$50,691.62
2024	4	1666	6996212	Housing First Services in Chittenden County	03T	LMC	\$5,596.00
2024	4	1666	7003695	Housing First Services in Chittenden County	03T	LMC	\$7,521.13
					03T	Matrix Code	\$71,117.35
2023	2	1648	6937356	Steps Shelter HVAC Improvements	03Z	LMC	\$48,650.00
2023	2	1648	6937365	Steps Shelter HVAC Improvements	03Z	LMC	\$10,514.05
2023	2	1648	7003808	Steps Shelter HVAC Improvements	03Z	LMC	\$115,835.95
					03Z	Matrix Code	\$175,000.00
2023	4	1653	6937365	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
2024	4	1667	6996212	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
2024	4	1667	7003695	VCJR Re-Entry and Recovery Center with Contingency Management	05F	LMC	\$5,000.00
					05F	Matrix Code	\$15,000.00
2023	4	1654	6937365	Safe Tonight	05G	LMC	\$4,539.60
2024	4	1668	6996212	Safe Tonight	05G	LMC	\$5,176.88
2024	4	1668	7014412	Safe Tonight	05G	LMC	\$4,599.14
					05G	Matrix Code	\$14,315.62
2023	4	1638	6937292	PCA Plus Program	05H	LMC	\$600.00
2023	4	1638	6970080	PCA Plus Program	05H	LMC	\$3,754.55
2023	4	1638	6977296	PCA Plus Program	05H	LMC	\$29.54
2023	4	1651	6937365	ReSOURCE Construction Trades Training	05H	LMC	\$6,275.86
2024	4	1671	7011682	Personal Care Assistant (PCA) Plus Workforce Training Program	05H	LMC	\$641.98
2024	4	1671	7014412	Personal Care Assistant (PCA) Plus Workforce Training Program	05H	LMC	\$1,587.16
					05H	Matrix Code	\$12,889.09
2023	4	1652	6937365	Lund's Early Childhood Education Program	05L	LMC	\$2,516.00
					05L	Matrix Code	\$2,516.00
2023	4	1650	6937365	Volunteer Income Tax Assistance Program (VITA)	05Z	LMC	\$5,759.86
2024	4	1669	7003695	Volunteer Income Tax Assistance Program (VITA)	05Z	LMC	\$4,099.11
2024	4	1670	6996212	Lund's Residential and Community Treatment Services	05Z	LMC	\$6,222.50
2024	4	1670	7014412	Lund's Residential and Community Treatment Services	05Z	LMC	\$6,222.50
					05Z	Matrix Code	\$22,303.97
2022	1	1658	7003695	CHT Post Apartments CDBG	12	LMH	\$68,970.00
					12	Matrix Code	\$68,970.00
2023	3	1642	6937356	Small Business Equity Project	18C	LMC	\$20,917.00
2023	3	1643	6937356	Micro Business Development Program	18C	LMC	\$8,558.63
2024	3	1662	7014412	Small Business Equity Project	18C	LMC	\$47,992.00
2024	3	1663	6996212	Micro Business Development Program	18C	LMC	\$25,795.37
2024	3	1663	7003695	Micro Business Development Program	18C	LMC	\$17,408.25
2024	3	1665	6970080	Microenterprise Technical Assistance	18C	LMCMC	\$3,608.74
2024	3	1665	6977296	Microenterprise Technical Assistance	18C	LMCMC	\$4,749.11
2024	3	1665	6996212	Microenterprise Technical Assistance	18C	LMCMC	\$3,799.07
2024	3	1665	7011103	Microenterprise Technical Assistance	18C	LMCMC	\$3,418.81



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount	
2024	3	1665	7011622	Microenterprise Technical Assistance	18C	LMCMC	\$2,276.61	
2024	3	1665	7011682	Microenterprise Technical Assistance	18C	LMCMC	\$3,604.64	
2024	3	1665	7014412	Microenterprise Technical Assistance	18C	LMCMC	\$3,641.07	
						18C	Matrix Code	\$145,769.30
Total							\$625,271.27	

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	6937365	No	Housing First Services in Chittenden County	B23MC500001	EN	03T	LMC	\$7,308.60		
2023	4	1655	6996212	Yes	Champlain Inn Services & Management	B19MC500001	EN	03T	LMC	\$50,691.62		
2024	4	1666	6996212	No	Housing First Services in Chittenden County	B24MC500001	EN	03T	LMC	\$5,596.00		
2024	4	1666	7003695	No	Housing First Services in Chittenden County	B24MC500001	EN	03T	LMC	\$7,521.13		
									03T	Matrix Code	\$71,117.35	
2023	4	1653	6937365	No	VCJR Re-Entry and Recovery Center with Contingency Management	B23MC500001	EN	05F	LMC	\$5,000.00		
2024	4	1667	6996212	No	VCJR Re-Entry and Recovery Center with Contingency Management	B24MC500001	EN	05F	LMC	\$5,000.00		
2024	4	1667	7003695	No	VCJR Re-Entry and Recovery Center with Contingency Management	B24MC500001	EN	05F	LMC	\$5,000.00		
									05F	Matrix Code	\$15,000.00	
2023	4	1654	6937365	No	Safe Tonight	B23MC500001	EN	05G	LMC	\$4,539.60		
2024	4	1668	6996212	No	Safe Tonight	B24MC500001	EN	05G	LMC	\$5,176.88		
2024	4	1668	7014412	No	Safe Tonight	B24MC500001	EN	05G	LMC	\$4,599.14		
									05G	Matrix Code	\$14,315.62	
2023	4	1638	6937292	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$600.00		
2023	4	1638	6970080	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$3,754.55		
2023	4	1638	6977296	Yes	PCA Plus Program	B20MC500001	EN	05H	LMC	\$29.54		
2023	4	1651	6937365	No	ReSOURCE Construction Trades Training	B23MC500001	EN	05H	LMC	\$6,275.86		
2024	4	1671	7011682	Yes	Personal Care Assistant (PCA) Plus Workforce Training Program	B20MC500001	EN	05H	LMC	\$641.98		
2024	4	1671	7014412	Yes	Personal Care Assistant (PCA) Plus Workforce Training Program	B20MC500001	EN	05H	LMC	\$1,587.16		
									05H	Matrix Code	\$12,889.09	
2023	4	1652	6937365	No	Lund's Early Childhood Education Program	B23MC500001	EN	05L	LMC	\$2,516.00		
									05L	Matrix Code	\$2,516.00	
2023	4	1650	6937365	No	Volunteer Income Tax Assistance Program (VITA)	B23MC500001	EN	05Z	LMC	\$5,759.86		
2024	4	1669	7003695	No	Volunteer Income Tax Assistance Program (VITA)	B24MC500001	EN	05Z	LMC	\$4,099.11		
2024	4	1670	6996212	No	Lund's Residential and Community Treatment Services	B24MC500001	EN	05Z	LMC	\$6,222.50		
2024	4	1670	7014412	No	Lund's Residential and Community Treatment Services	B24MC500001	EN	05Z	LMC	\$6,222.50		
									05Z	Matrix Code	\$22,303.97	
										No	Activity to prevent, prepare for, and respond to Coronavirus	\$80,837.18
										Yes	Activity to prevent, prepare for, and respond to Coronavirus	\$57,304.85
Total											\$138,142.03	

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	
2024	5	1659	6949262	Admin and Planning	21A		\$9,242.45	
2024	5	1659	6960897	Admin and Planning	21A		\$13,082.67	
2024	5	1659	6970080	Admin and Planning	21A		\$12,555.99	
2024	5	1659	6977296	Admin and Planning	21A		\$14,289.50	
2024	5	1659	6996212	Admin and Planning	21A		\$12,741.77	
2024	5	1659	7011103	Admin and Planning	21A		\$10,827.35	
2024	5	1659	7011622	Admin and Planning	21A		\$12,441.64	
2024	5	1659	7011682	Admin and Planning	21A		\$9,061.34	
2024	5	1659	7014412	Admin and Planning	21A		\$11,456.67	
						21A	Matrix Code	\$105,699.38
Total								\$105,699.38

City of Burlington 2024 Consolidated Annual Performance and Evaluation Report (CAPER)



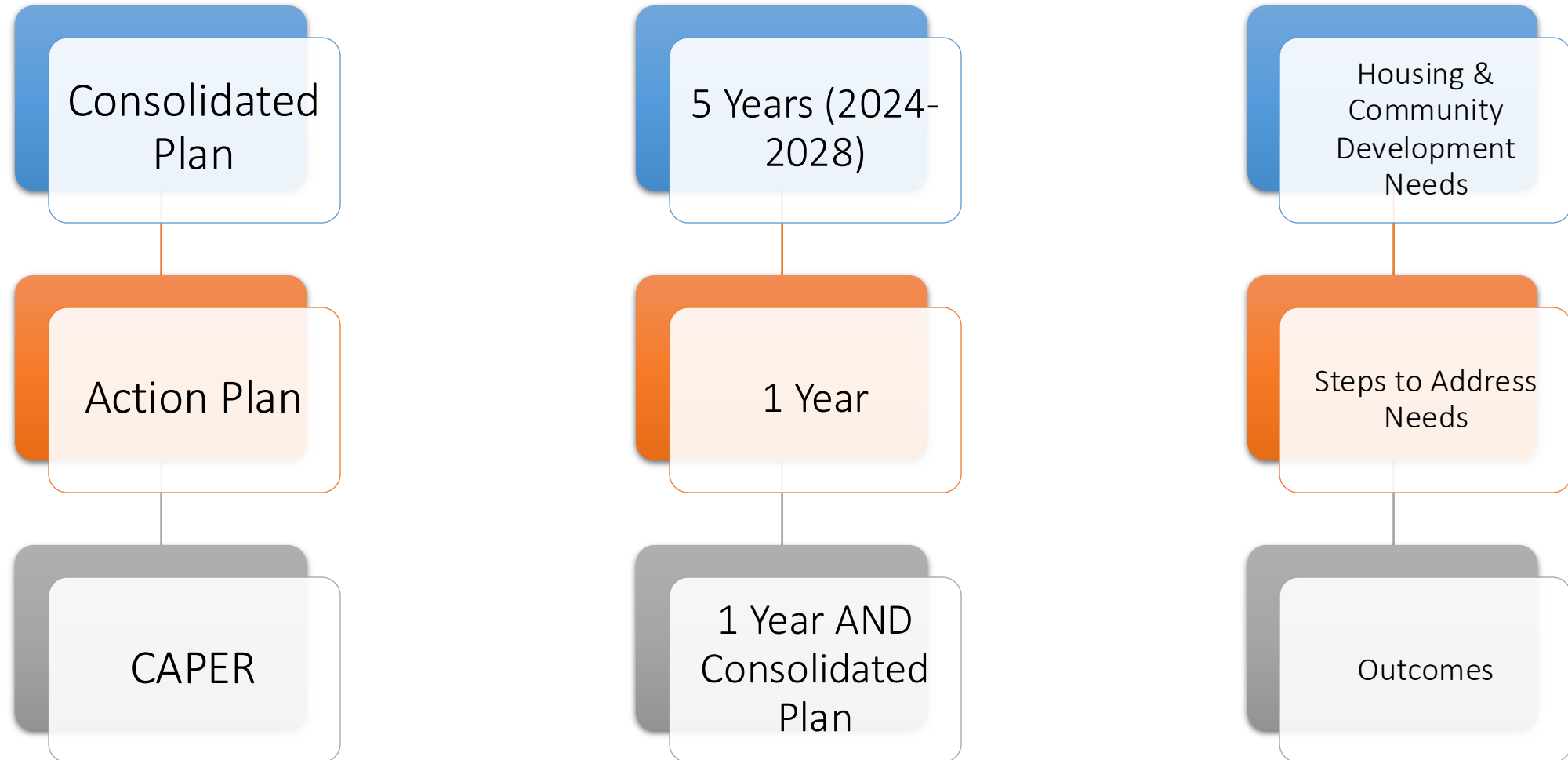
September 17, 2025

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, 2024 – June 30, 2025
- Year 1 of 2024-2028 Consolidated Plan for Housing & Community Development

HUD Housing & Community Development



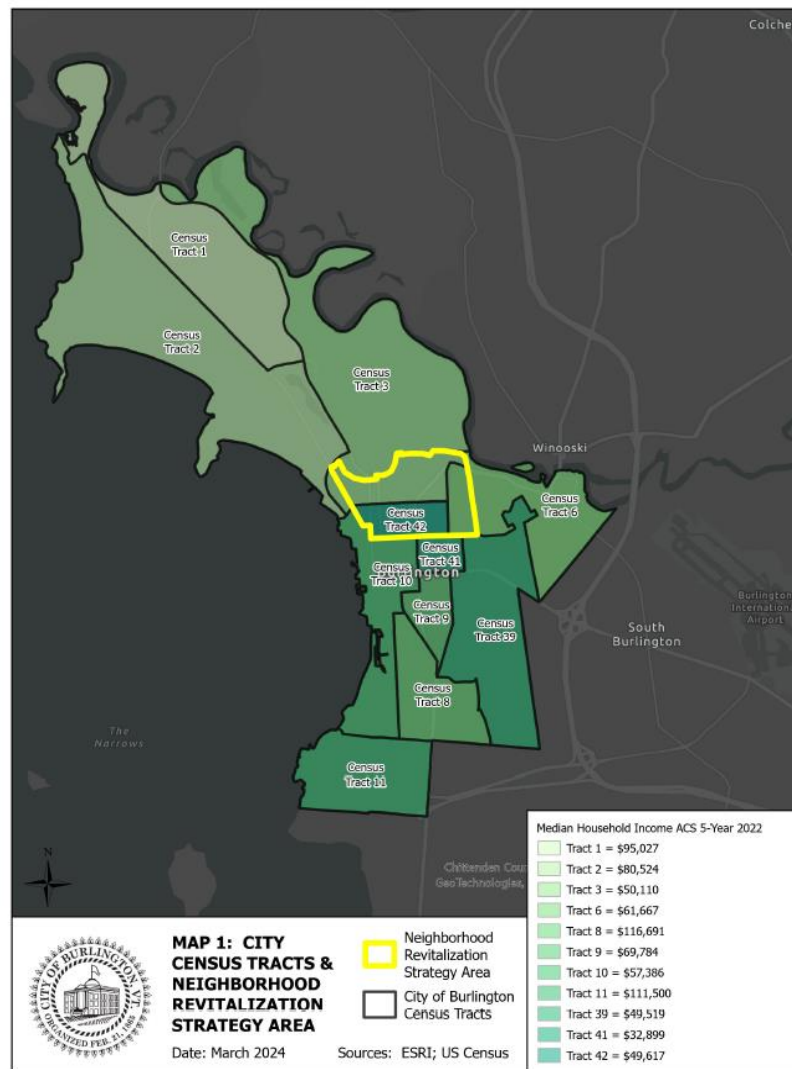
CAPER Timeline

- September 3: Public Notice published in Seven Days
- September 10: CAPER draft available for public review and comment
- September 11: Public comment period opens
- September 17: Public Hearing and CDNR Committee meeting
- September 25: End of public comment period
- September 26: Submission to HUD
- September 29: City Council communication on the CAPER

Financial Summary

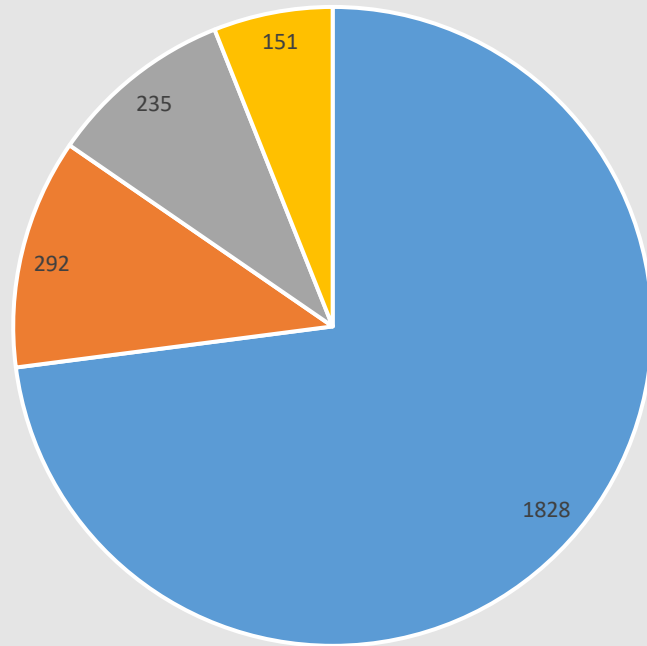
- \$2,034,203.66 Total Expended in Project Year
 - \$903,933.21 Community Development Block Grant (CDBG)
 - \$216,406.45 HOME Investment Partnership (HOME)
 - \$913,864 in Lead Hazard Reduction and Healthy Homes programs

Persons Served – Target Area Allocation



Target Area	Planned	Actual
City-Wide	56%	72%
Neighborhood Revitalization Area	44%	28%

Persons Served – Income Levels



■ E. Low ■ Low ■ Mod ■ Non-Low/Mod

Area Median Income (single adult
\$83,300)

Extremely Low = <30%

Low = 30%-50%

Moderate = 50%-80%

Burlington Persons Served

Total beneficiaries: 2506

Racial and Ethnic Identity

- 467 Black or African American beneficiaries
- 124 Asian beneficiaries
- 22 American Indian or American Native beneficiaries
- 5 Native Hawaiian or Other Pacific Islander
- 177 Hispanic/Latinx beneficiaries

Note: race/ethnicity data does not include multi-racial households

Affordable Housing

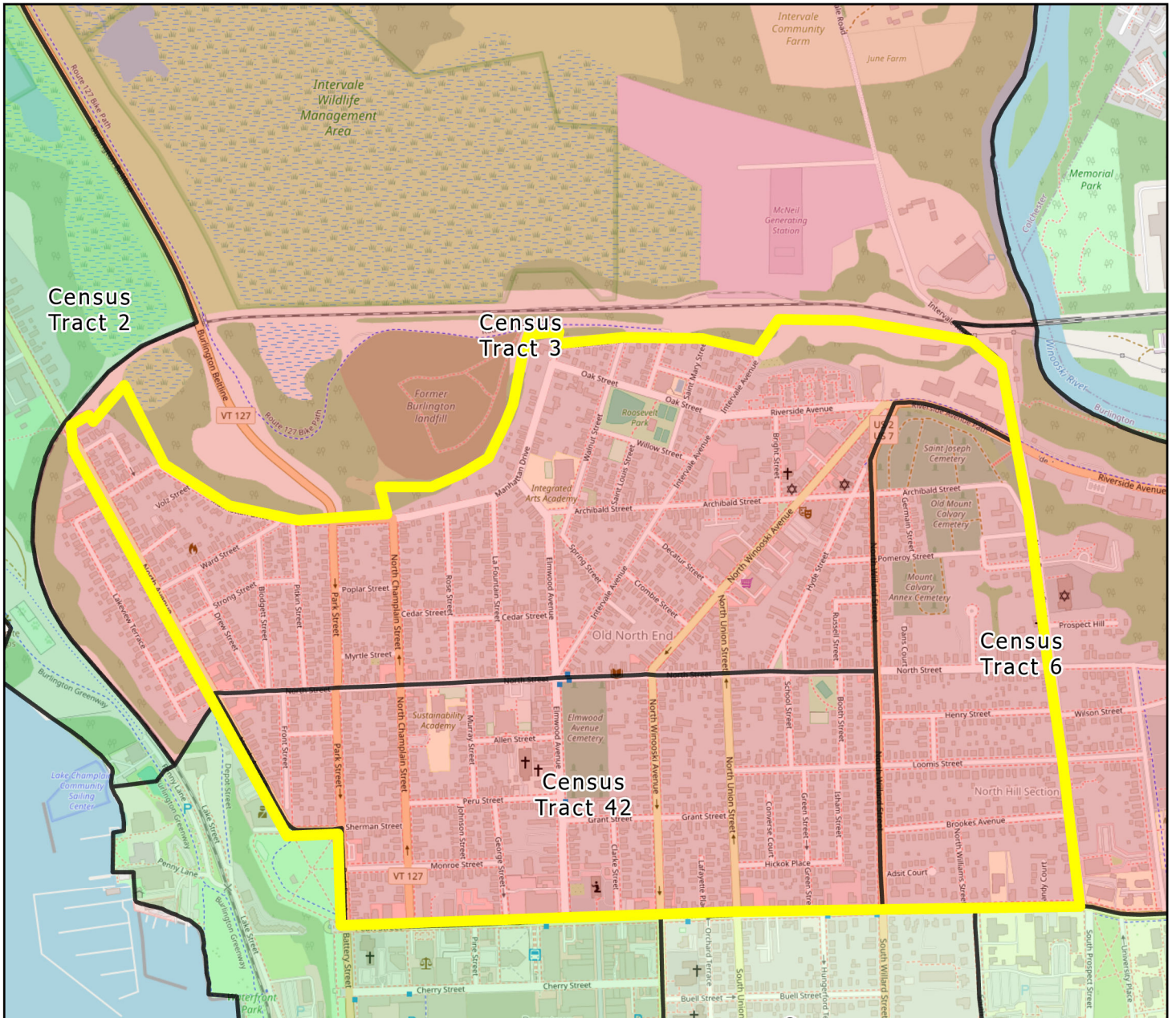
- Lead hazard control activities in 21 rental housing units
- Healthy Home interventions in 21 housing units
- Completed
 - 16 units of housing for families experiencing homelessness
 - Renovations to affordable housing co-op
- In progress
 - Apartment building with 38 housing units, including 9 dedicated for households experiencing homelessness, and commercial space
 - Apartment building with 40 housing units, including 10 dedicated for households experiencing homelessness

Economic Opportunity & Suitable Living Environment

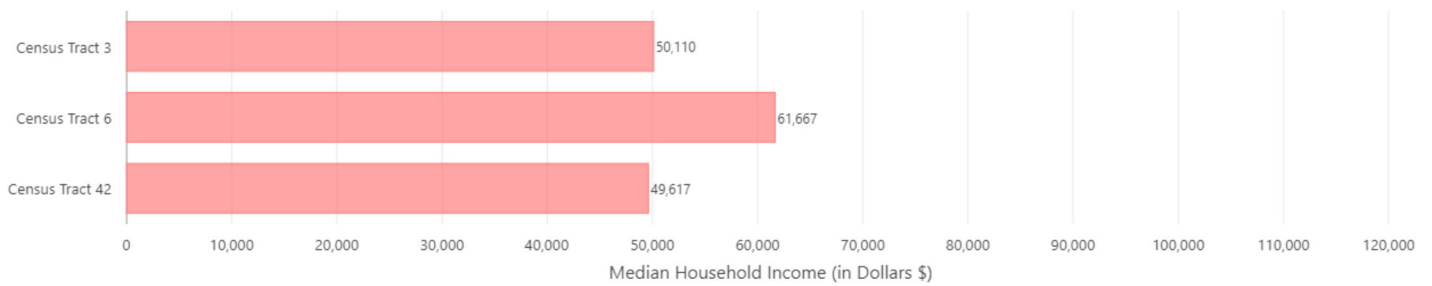
- Technical assistance to 200 microenterprises and small businesses
- Early childhood education programs for 30 children
- Tax assistance to 918 households
- Housing First services to 47 extremely low-income (<30% AMI) clients
- Emergency housing and services to 370 adults and children fleeing domestic violence and to 96 adults experiencing homelessness
- Capital improvements to three public facilities

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: bwhitlock@burlingtonvt.gov



Median Household Income of Census Tracts in Strategy Area



MAP 2: LOW AND MODERATE INCOME CENSUS TRACTS IN THE NRSA

Date: March 2024

- Neighborhood Revitalization Strategy Area
- City of Burlington Census Tracts

Sources: ESRI; US Census

Burlington HUD Income Limits 2023:
 - Median Income = \$115,700
 - 80% AMI = \$81,800
 - 50% AMI = \$51,150
 - 30% AMI = \$30,700

Based on Burlington Average Household Size of 3 Persons

Feedback on Syringe Litter Report and Recommendations

Howard Center appreciates the opportunity to provide input as you review the Burlington Board of Health's April 2025 report and recommendations regarding syringe litter and related public health strategies. We value the City Council's leadership in elevating this issue, and we remain committed to working collaboratively with municipal leaders, community organizations, and residents to strengthen both public safety and public health.

Recognition of Board of Health Report

We recognize and appreciate the Board of Health's evidence-based analysis, which highlights the dual truths that syringe service programs (SSPs) are a proven public health strategy and that syringe litter remains a visible community concern. As the report notes, SSPs are essential to a strategy of harm reduction as they reduce disease transmission, increase safe disposal, and provide a vital linkage to treatment and recovery services. At the same time, Burlington has seen consistent reports of improperly discarded syringes, underscoring the need for enhanced, coordinated action.

Howard Center has taken several steps to support these goals as an organization and in partnership with others and we are committed to continuous improvement to meet our mission. We have expanded the radius of syringe pick-ups through SeeClickFix, strengthened client education on safe disposal and moderated distribution, and initiated a collaboration with the Vermont Harm Reduction Advocates Coalition and the City to advance a Sharps Clean-Up and Disposal Initiative that will include public disposal bins, volunteer training, and coordinated community response.

Feedback on Recommendations

We support many of the Board's recommendations and would like to highlight the following priorities from our perspective as a service provider:

1. **Expand Disposal Infrastructure:** We strongly support placing syringe disposal containers in key locations, including outside SSPs, parks, and other high-use areas. Howard Center is prepared to service at least one of the new bins already purchased by the City and has agreed to expand the radius we respond to through SeeClickFix.
2. **Mobile and Community-Based Approaches:** We agree that mobile disposal and service delivery, potentially modeled on successful efforts in Boston and Portland, should be pursued. Howard Center is actively exploring mobile service delivery.
3. **Root Causes:** Burlington faces compounding challenges and syringe litter cannot be fully addressed without tackling underlying drivers—substance use disorder, housing insecurity, and

mental health needs. These issues affect all of us and signs—like the increased demand of our SSPs—affect all of us.

We support the report’s recommendations to expand access to medication-assisted treatment, establish an overdose prevention center, and strengthen housing supports. Sustainable changes will require collaboration across service providers, city and state leaders, businesses, and the greater community.

4. Data and Evaluation: We endorse the call for a unified data collection system. Howard Center’s Safe Recovery already tracks distributions, returns, and Narcan use; we welcome collaboration on standardized reporting and transparent public communication.

5. Community Engagement: Public education and stigma reduction are essential. Howard Center has initiated events like “Advancing Community Health and Public Safety Together,” scheduled for September 25, to build understanding and provide tools for businesses. We encourage City partnership in expanding such forums.

Closing

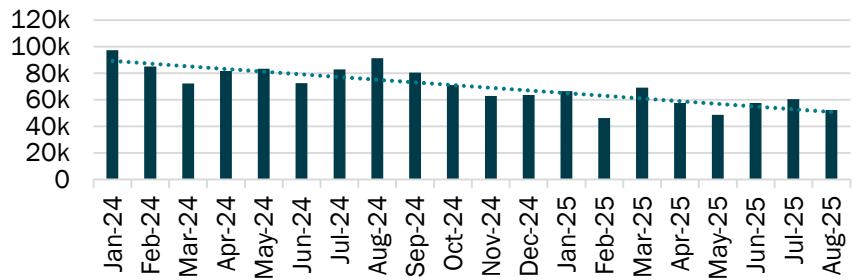
We recognize the urgency of this issue and the need for solutions that are both evidence-based and responsive to community concerns. Howard Center remains committed to doing its part in helping shape innovative responses that meet Burlington’s unique needs.

Thank you for the opportunity to provide feedback. We look forward to ongoing dialogue and collaboration as the Committee advances its recommendations to Council.

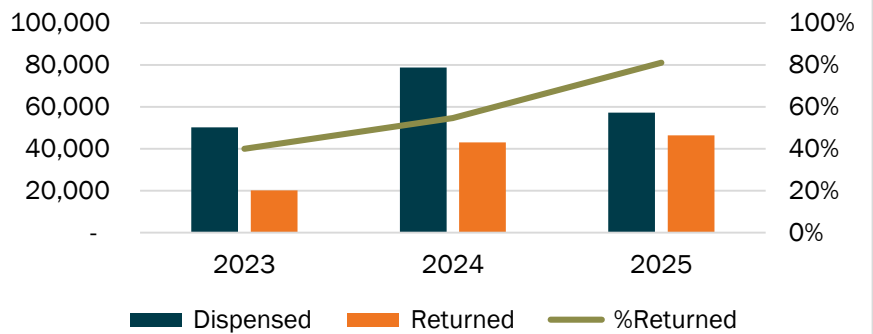
Safe Recovery | Needle Data Jan-24 to Aug-25

	Dispensed	Returned	%
Jan-24	97,364	97,460	100%
Feb-24	85,108	82,879	97%
Mar-24	72,311	55,616	77%
Apr-24	81,647	25,327	31%
May-24	83,334	15,836	19%
Jun-24	72,439	85,956	119%
Jul-24	82,752	16,793	20%
Aug-24	91,346	18,379	20%
Sep-24	80,480	28,489	35%
Oct-24	71,034	30,143	42%
Nov-24	62,708	10,879	17%
Dec-24	63,586	48,578	76%
Jan-25	66,330	71,773	108%
Feb-25	46,257	65,051	141%
Mar-25	69,035	21,293	31%
Apr-25	57,615	43,612	76%
May-25	48,542	34,105	70%
Jun-25	57,443	29,231	51%
Jul-25	60,301	58,330	97%
Aug-25	52,115	47,986	92%

Dispensed

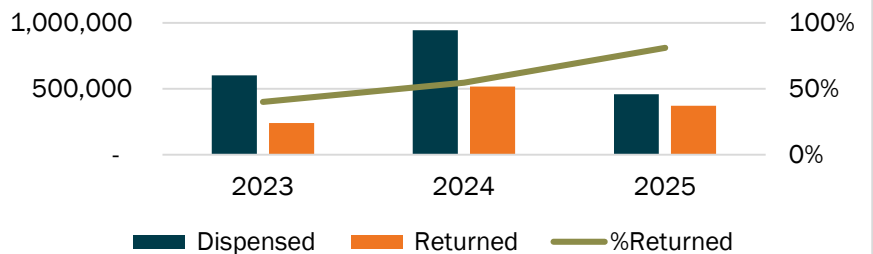


Monthly Average



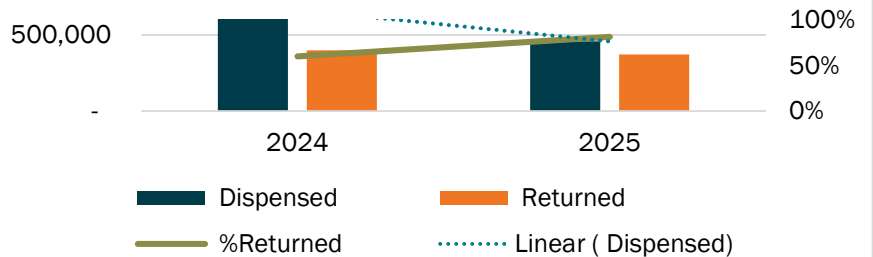
Monthly Average	Dispensed	Returned	%Returned
2023	50,117	20,068	40%
2024	78,676	43,028	55%
2025	57,205	46,423	81%

Annual



Annual	Dispensed	Returned	%Returned
2023	601,400	240,817	40%
2024	944,109	516,335	55%
2025	457,638	371,381	81%

Jan - Aug



Jan - Aug	Dispensed	Returned	%Returned
2024	666,301	398,246	60%
2025	457,638	371,381	81%

As you will see, the data shows we are seeing an increased number of syringes being returned. We believe this is due to increased education and more diligent conversations between staff and clients about returning syringes. Please note data is estimated.