



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
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Councilor Zoraya Hightower, Chair, Ward 1

Councilor Sarah Carpenter, Ward 4

Councilor Joe Magee, Ward 3

Thursday, April 21, 2022

5:00 PM – 7:00 PM

****Virtual meeting only****

Attend via Zoom by clicking the link below:

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Telephone: +1 929 205 6099

Webinar ID: 854 8580 7682

To participate in public forum please email Christine Curtis before or during the meeting: ccurtis@burlingtonvt.gov. Comments can also be made during the meeting by using the raise hand function or the chat function.

Draft Agenda

1. Approve agenda
2. Approve minutes: 3/17/22
3. 2022 Annual Action Plan presentation – CEDO
4. CDNR schedule/meeting dates
5. Upcoming agenda items
6. Other Business
7. Adjournment

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

2022 Action Plan for Housing & Community Development
City of Burlington, Vermont



Prepared by Christine Curtis
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Table of Contents

Executive Summary.....	3
Lead & Responsible Agencies.....	8
Consultation.....	10
Participation & Outreach.....	18
Expected Resources.....	23
Annual Goals & Objectives.....	26
Projects.....	33
Geographic Distribution.....	39
Affordable Housing.....	41
Public Housing.....	43
Homeless & Other Special Needs Activities.....	45
Barriers to Affordable Housing.....	52
Other Actions.....	54
Program Specific Requirements.....	59

Public Notice

As of April 15th, 2022, the funding amounts shown in this Draft Action Plan are estimated amounts for both CDBG and HOME programs. Final allocations from HUD will be awarded on or around May 13, 2022 and the Draft Action Plan will be updated to reflect those funding amounts.

Any increase or decrease in funding from HUD relative to the estimated allocation amount described in this Draft Plan will be applied to the following activities:

CDBG Project 22-1 Affordable Housing

CDBG Project 22-4 Public Service, not to exceed the 15% total allocation cap

CDBG Admin: Project 22-5 Admin and Planning will be calculated at 20% of the final HUD allocation and program income

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2022 Action Plan explains how the City plans to spend the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds that the City receives from the U.S. Department of Housing & Urban Development (HUD), together with other leveraged resources, during the upcoming program year beginning on July 1, 2022. The national CDBG program is a principal revenue source to grow local communities and improve the quality of lives for low- and moderate- income residents. The HOME program is designed to create affordable housing for low-income households through building, buying, and/or rehabilitating housing for rent or homeownership.

The overall goal of these community planning and development programs is to develop viable communities by providing decent housing, expanded economic opportunities, and a suitable living environment, principally for low- and moderate-income persons. HUD administers these programs on a national basis and awards grants to entitlement communities and participating jurisdictions – including the City of Burlington – each year on a formula basis. The City in turn awards grants and loans to local nonprofits as well as providing direct services to residents and businesses through several CDBG-funded programs.

2. Summarize the objectives and outcomes identified in the Plan

Affordable housing continues to be the City's highest overall priority under this Consolidated Plan. Cost of housing, age of the housing stock and a low vacancy rate are three significant factors that contribute to the need for affordable housing in Burlington. The following initiatives are on the City's housing agenda during this 5-year Consolidated Plan: preserving as many affordable units as possible; creating new affordable units, renovating rental and owner-occupied affordable housing and promoting homeownership among income-qualified households. The City views investment of CDBG funds into activities that help residents to become and/or remain housed and living independently as an effective investment.

Economic opportunity is the City's next highest priority. As the state's largest city, Burlington must continue to be an economic engine for the region and state. The City uses CDBG to focus on job creation and retention through technical assistance for businesses, and to support low-income residents in business ownership through entrepreneurial training and loans. These effective and cost-efficient uses of CDBG resources create and retain businesses and jobs, leverage other resources, increase tax revenues to support City services, support local ownership, and revitalize neighborhoods.

The City has also historically used CDBG to address barriers to economic opportunity. Access to affordable, quality early child care is one example; this is an identified community priority and an activity with multiple long-term impacts including: the ability of parents to get and keep a job, children's success in school, reduction of public safety costs, and ultimately the quality of the local workforce. In addition, low income persons need assistance in filing tax returns and developing financial literacy. The City chooses to be flexible in its funding choices in this area in order to respond to shifting needs and resources, emerging opportunities and crises, and changing economic conditions.

A suitable living environment is the City's third priority overall. The City has a limited capacity to fund social services out of municipal resources, and has historically used the maximum (15%) available CDBG resources to support the provision of social services by local nonprofits. The City also uses CDBG to support public facilities and infrastructure, as well as nonprofit facilities, where there is support for the project and no other resources.

3. Evaluation of past performance

The City continues to focus its CDBG and HOME dollars on high priority activities, primarily comprised of housing, economic development, and suitable living environment projects. In addition to focusing funds across the three identified priorities, the City also targets its funding geographically in high priority areas such as the Neighborhood Revitalization Strategy Area (NRSA). Burlington continues to focus essentially all expenditures to assist low and moderate-income persons, as a result greater than 99% of CDBG beneficiaries fall in the low to moderate income category.

Below are the City's most recent highlights of past performance that contributed to the selection and focus of this year's goals and projects.

Highlights of Outcomes

The City's highest priority under its Consolidated Plan is affordable housing. Highlights include:

- The Burlington Lead Program completed the final year of its three-year grant Lead Based Paint Hazard Control. The program completed testing for Lead-Based Paint hazards in 10 Housing units, performed Lead Hazard Control (LHC) on 12 housing units, performed Healthy Home Interventions in 12 housing units, trained 15 individuals on the VT Essential Maintenance Practices Lead Law (EMP) and conducted 1 Outreach and Education events that reached 40 individuals. Nearly \$446,392.78 was allocated for these activities including the LHC project and administrative costs, and Healthy Homes funding.
- Construction was ongoing for three HOME funded affordable housing projects.
- Pathways Vermont served 36 individuals experiencing homelessness by providing a variety of housing support services including service coordination, housing location services, retention supports, benefits coordination, and mental health and substance use services.
- Through CDBG-funded partners, 12 renters achieved the goal of homeownership
- Rehabilitation of 4 owner-occupied units was completed enabling low income households to stay in their homes.

Economic opportunity is the City's next overall priority. Highlights include:

- CEDO and CDBG funded partners provided technical assistance to 165 micro-enterprises

- CEDO provided business assistance grants to 34 businesses to retain jobs, support low- and moderate-income business owners, and foster vibrant neighborhood economies
- In order meet the needs of working families, early childhood services were provided at three sites. The ECHO Early Learning Center site served 96 persons, while the Lund Early Childhood Program served 39, and the Sara Holbrook Center Elementary After School Program served 63.
- The Volunteer Income Tax Assistance (VITA) program served 733 Burlington residents, providing tax preparation and other income tax related assistance.
- CEDO provided job training assistance to 5 low to moderate income individuals. CDBG-funded partner, ReSource of Burlington provided job training assistance for 7 low-income Burlington residents.

A suitable living environment is the City's third priority. Highlights include:

- CDBG-funded agency Steps, provided emergency shelter and services to over 454 homeless residents
- Development work, including site work and construction, continued at the Moran FRAME project
- Construction was completed to rehabilitate the O.N.E. Community Center and the site was able to serve 35,530 residents.

4. Summary of Citizen Participation Process and consultation process

The Community & Economic Development Office is the lead agency responsible for overseeing the development of the Action Plan and for administering the CDBG and HOME programs. The Citizen Participation Plan was followed for the development of this Plan. A Public hearing was held on May 9th 2022 at a City Council meeting. The hearing was published in a local paper. Organizations were consulted, including the Continuum of Care.

The most meaningful way in which Burlington residents participate in the Action Plan process is their involvement in the nuts and bolts of spending decisions. Each of the City's eight wards (Neighborhood Planning Assemblies) elects a representative to the CDBG Advisory Board; and collectively, those residents have a majority voice in making recommendations to the Mayor about how to spend the City's CDBG funding each year. The NPAs are grassroots associations, created by City Charter, which exist in each of the City's wards and which meet monthly as organized, democratic forums where neighbors can learn about public issues that affect them

and advise city government of their concerns and needs. The Board's recommendations have traditionally been adopted without change by the Mayor and City Council.

The City engaged in alternative public involvement techniques during the development of this Plan. The Plan was posted on the City's website and citizens were invited to comment via social media and email lists.

The public comment period will begin on April 15th, 2022 and end on May 15th, 2022.

5. Summary of public comments

TBD

6. Summary of comments or views not accepted and the reasons for not accepting them

TBD

7. Summary

To summarize, the following document represents the housing, community and economic development needs and priorities as well as the chosen projects and activities to implement for the City of Burlington's 2022 Action Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	Burlington, VT	Community & Economic Development Office
HOME Administrator	Burlington, VT	Community & Economic Development Office

Table 1 – Responsible Agencies

Narrative (optional)

The Community & Economic Development Office (CEDO) is a department of the City of Burlington. The department engages our community to build an equitable, healthy, safe, and vibrant city with opportunities for all. CEDO staff members and programs seek to foster economic vitality; preserve and enhance neighborhoods, quality of life, and the environment; and promote equity and opportunity for all residents of Burlington. In support of its mission, CEDO works in partnership with citizens, the public and private sector, and other City departments to: strengthen the quality of life in Burlington's neighborhoods; preserve and develop decent, safe and affordable housing opportunities; maintain and improve the vitality of Downtown, the Pine Street area and neighborhood business districts; encourage a thriving business sector; foster job growth and employment opportunities; increase civic engagement and citizen participation; support the delivery of human services; and revitalize Burlington's waterfront.

CEDO is funded through various grant and municipal sources, including Federal and State grants, the Housing Trust Fund and a portion of General Fund dollars. CEDO divisions include: Grants and Finance, Community Works, Initiative to End Homelessness, Opportunities and Engagement, and the Community Justice Center. In addition, CEDO has administrative/fiscal staff.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Since 1983, the City has dedicated much of its housing and community development resources to supporting a network of nonprofit organizations to act as partners in producing & preserving affordable housing and protecting the City's most vulnerable residents. This nonprofit infrastructure functions as the principal housing & social services delivery system to help the City move towards its housing goals and alleviating poverty.

Collaboration begins with a focus on assembling the right people or agencies at the table, clearly defining roles and responsibilities, sharing a common mission and developing good communication. This basic collective impact model has been effective for current collaborations.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City of Burlington consults with numerous organizations in the development of the 5 Year Consolidated Plan, the Assessment of Fair Housing, and the Action Plan. The process includes formal and informal meetings, surveys, discussions and focus groups. The process of developing the Assessment of Fair Housing began in 2017 with a housing and neighborhood survey; the City received over 700 responses. The City also met with over 23 agencies, all of the Neighborhood Planning Assemblies, service beneficiaries, and residents in Burlington Housing Authority units. Over 2,400 postcards, in 3 different languages, were mailed to all residents of Burlington Housing Authority. This extensive outreach informed the strategic goals of both the Assessment of Fair Housing and the current 5-year Con Plan (2018-2023). It continued with a Public Hearing in September 2021 to hear community views on housing and community development needs, as well as comment on prior program year performance.

Between Dec. 2016 and July 2017, CEDO consulted with a number of groups, organizations and citizens, sharing or asking for data & for input on needs, priorities and other issues. Those groups & organizations included representatives of public and private agencies who serve children, seniors and people with disabilities, people living with HIV/AIDS, homeless and low-income residents. In addition, multiple housing agencies, health/mental health service agencies, regional & state government were consulted. In addition, a strong collaboration with United Way was developed regarding the application process.

The Chittenden County Homeless Alliance continues to develop a common agenda and embrace several best practices including using a common assessment tool for permanent supportive housing, prioritizing those units for the most vulnerable, implementing a community wait list and using a shared information management system with the Balance of State.

The Opioid Alliance represents a coordinated effort to include the Burlington Police Department, United Way of Northwest Vermont, Agency of Human Services, UVM Medical Center, Howard Center, the City and Dept. of Health along with other agencies. This collaboration relies on a collective impact approach, sharing data and coordinating between agencies.

Collaboration between the City and Burlington's non-profit and government partners, already robust, expanded significantly in response to the COVID-19 pandemic and that collaboration continues into 2022. The City set up the Resource and Recovery Center (RRC) which continues to collect community resources to help Burlington citizens and businesses through these uncertain times. The RRC provides referrals and direct assistance to Burlington residents on unemployment insurance claims, food security, small business, housing, property tax assistance and with access to many other essential services. Burlington's Homeless providers continue to meet weekly with stakeholders including Champlain Housing Trust, Agency of Human Services, CHCB, Howard, Steps, Spectrum, and Veterans organizations to coordinate housing and supports for homeless in other low-income residents. The City established a Senior Providers Pandemic Response Working Group, meeting weekly to provide information resources, pandemic updates, access to information on PPE supplies, testing and later, vaccination. The group provides a space for peer learning and support at a time of real emergency and stress for providers of services to seniors. The meeting simultaneously gave access to leadership at both City and State levels on all aspects of COVID response.

Members of the City government (multiple departments) and representatives of the University of Vermont, Champlain College, and University of Vermont Medical Center routinely meet with constituents, nonprofit representatives and land owners to address shared housing and community development challenges.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Chittenden County Homeless Alliance consists of a consortium of nonprofit organizations, local businesses, and local/state/federal agencies in the greater Burlington metropolitan area, with the City of Burlington's Community & Economic Development Office (CEDO) serving as the Collaborative Applicant. The Alliance meets quarterly with the Steering Committee meeting monthly. The Alliance coordinates services for families, youth and single adults who are homeless; coordination between the agencies is enhanced with member participation on both the steering committee and sub-committee levels.

The CoC coordinates the implementation of a housing and service system from outreach to housing to services that meet the needs of homeless individuals and families. Street outreach, Vermont 211, daytime shelter and meals all serve to reach the homeless and identify services/needs, including housing placement. Housing providers work to rapidly re-house or provide housing as quickly as possible & stabilize, while supportive service agencies provide case management and connect with additional services. Providers serve the chronically homeless, families with children, veterans, unaccompanied youth & those at risk of homelessness.

Member agencies work together to meet the needs of chronically homeless, and recent efforts include an improved system of outreach, prioritization of resources, coordinated entry along with increased permanent supportive housing options for chronic homeless & support services. An emphasis includes housing retention (with services and case management) due to a low vacancy rate in this jurisdiction. Agencies work with local landlords to reduce the barriers of renting to chronically homeless.

The CoC providers work to identify, move into stable housing, & provide essential services for households with children who are homeless. Each CoC program that serves children has children's advocates or specially trained staff to ensure that the children's need for safety, nurturing, education, and stability are met.

The CoC partners with local, state, and federal organizations to combat homelessness among veterans. Outreach has increased to local veterans at the local shelters. Previously un-identified veterans were enrolled in VA care & many are now housed through VA housing programs.

A continuum partner provides emergency services to youth ages 16-22 who have run away, are homeless, or at risk of homelessness. Supported housing includes emergency shelter and transitional housing for youth who have left foster care and are homeless. Youth are provided with individual/family counseling, mental health/substance abuse assessment and treatment, case management, medical services, educational planning, employment support, life skills, jobs training, and mentoring. Another local program provides job and life skills training to at-risk youth while helping them complete their high school education.

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.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

ESG funding allocations are made by the State of Vermont. Several state offices, including the Office of Economic Opportunity which administers ESG participate actively in the CoC and its numerous committees, including strategic planning and coordinated entry. VT's Emergency Solutions Grant funds are blended with state funds and administered under the Housing Opportunity Grant Program. Funding decisions are based on thorough knowledge of this Continuum's operations and priorities, with an emphasis on how best to realize value for investment. The State solicits specific feedback from the CoCs and stakeholders through presentations, discussions, and surveys regarding priorities and how to allocate ESG funds to eligible activities as well provide an annual review of funding priorities and performance.

The Chittenden Homeless Alliance has developed a single HMIS with the Vermont Balance of State including joint governance, policies and procedures. One of our CoC-funded projects supports the HMIS lead of the Institute of Community Alliances. The Alliance is working to expand the number of agencies using HMIS, coordinated entry and a community wait list. The Alliance members use ServicePoint HMIS and the CoC will utilize reports and information for strategic planning.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	CHAMPLAIN VALLEY OFFICE OF ECONOMIC OPPORTUNITY
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This Agency was consulted on needs, progress, and upcoming goals.
2	Agency/Group/Organization	COMMITTEE ON TEMPORARY SHELTER
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress, and upcoming goals.
3	Agency/Group/Organization	CHAMPLAIN HOUSING TRUST

	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress, and upcoming goals.
4	Agency/Group/Organization	Vermont Agency of Human Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy coordination of funds and services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was involved in the review of potential CDBG projects and consulted on upcoming goals and strategies.
5	Agency/Group/Organization	Continuum of Care
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Members of the Continuum were consulted to update homeless progress, strategies, and goals. They were also consulted to review and comment on the Plan.

6	Agency/Group/Organization	BURLINGTON HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for the needs assessment, market analysis, and status of public housing programs.

Identify any Agency Types not consulted and provide rationale for not consulting

There were no agencies not consulted in our process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	CEDO	The goals to prevent homelessness, rapidly re-house the homeless, provide for basic needs, increase permanent housing overlap with our Strategic Plan goals to preserve affordable housing units, increase permanent supportive housing beds, protect the vulnerable through public services to the homeless and anti-poverty strategies.
planBTV	City of Burlington- Planning Department	The goals of economic development and increasing housing options overlap with planBTV's goals and recommendations for the City of Burlington and the downtown/waterfront areas.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
ECOS	Chittenden Regional Planning Commission	There is a coordination with regional transportation and CEDS (Comprehensive Economic Development Strategy) for the City and then the County as a whole.
Housing Action Plan	CEDO	The goals of the Housing Action Plan are incorporated in the strategic plans for affordable housing and addressing the barriers to housing across the economic spectrum.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Continuum partners include agencies representing health which include the University of Vermont Medical Center and Community Health Centers of Burlington; agencies representing mental health and youth facilities (Howard Center and Spectrum); economic services, temporary assistance and food stamps (AHS – Economic Services). Other divisions within City Government include victim services, lead program, and housing services. Additionally, the private sector enhances the City's community development and housing efforts. Architects, engineers and attorneys assist nonprofit developers by providing skills and services to implement housing projects. Burlington's banks have responded to a changing market and changing obligations under the federal Community Reinvestment Act by finding a number of innovative ways of support new housing models, housing organizations, and approaches to affordable housing production. Local lenders also support neighborhood revitalization and small business development, financial education, and free tax preparation services for low-income taxpayers. The Burlington business community has been actively represented on most community advisory committees. They have provided resources and opportunities for residents to improve their quality of life.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

A public hearing was held in September 2021 to review the achievements published in the Consolidated Annual Performance and Evaluation Report (CAPER) and also hear any citizen input on housing and community development needs for the City. A notice about the availability of funds was published online and in Seven Days in the beginning of December of 2021 and a direct email notice provided to over 100 nonprofits, City departments and residents about the funding. An informational workshop was held for applicants. All applications are published online on the City of Burlington's website. The CDBG Advisory Board held three meetings in February 2022 – March 2022 to review all applications; the Board is comprised of representatives from the local Neighborhood Planning Assemblies, Mayoral selections, representatives of state agencies and local grant making agencies. These citizens make the recommendations on how to spend CDBG funds locally, and these recommendations are conveyed to the Mayor and City Council. These recommendations are the foundation for the Action Plan. The recommendations of the Advisory Board are published online along with the draft Action Plan. An advertised public hearing was held on May 9th, 2022 on housing and community development needs in the City, the Advisory Board recommendations, and the draft 2022 Action Plan. The Plan was available for public comment for 30 days with outreach on social media (Facebook and Twitter) and the City of Burlington's website. These numerous efforts were made to broaden citizen participation in the City.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	In September 2021, the City held a Public Hearing before the CDNR committee (a sub-committee of City Council) in regards to the use of CDBG funds and the accomplishments. Committee members, City Staff and members of the public were present.	One written comment received regarding the negative impact that college students have on rental and owner-occupied units in Burlington.		
2	Newspaper Ad	Non-targeted/broad community	Notice of funding availability for the 2022 CDBG Action Plan was advertised on December 1, 2021 in the Seven Days paper to the general public.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Nonprofits & potential sub-grantees	One workshop was held for potential sub-grantees on December 15, 2021 to offer technical assistance. Approximately 10 people attended from a variety of nonprofits.			
4	Internet Outreach	Non-targeted/broad community	The applications for CDBG funding were placed on the CEDO/City of Burlington website. The applications remain available for view online.			https://www.burlingtonvt.gov/CEDO

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on April 13 th , 2022 as a legal notice for the public hearing on May 9 th , 2022 for the public comment period for the 2022 Action Plan.			
6	Internet Outreach	Non-targeted/broad community	The 2022 Action Plan was published online on the CEDO/City of Burlington website during the public comment period. Over 100 individuals and nonprofits, in addition to the CoC, received an email link to the Plan.			https://www.burlingtonvt.gov/CEDO

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Hearing	Non-targeted/broad community	A public hearing was held on May 9 th , 2022. Attendance included members of the City Council and City Staff as well as members of the public.	TBD	TBD	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$706,200	\$30,000	\$640,000	\$1,376,200	\$0	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.

HOME	Public-federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$414,413	\$0	\$425,691	\$840,104	\$0	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.
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Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City anticipates \$23 million in housing resources for Section 8 and Housing Choice Vouchers, and approximately \$1.2 million (\$6 million over 5 years) in McKinney-Vento Homeless Assistance Act will be available to address needs and objectives identified in the Plan. The City has also committed \$3 million in ARPA funds for housing activities. While these are not resources that the City receives or controls, they provide a critical contribution to reaching the City’s Action Plan goals. Furthermore, the City is implementing a \$3.6 million Healthy Homes Lead Grant covering the period of January 2021 through July 2024.

Overall, the City expects to leverage over \$30 million in state, local, private and other federal resources for its CDBG- and HOME-funded activities. These are funds that the City and its subgrantees expect to raise for their budgeted activities as well as funds that the City expects outside entities to invest in development activities.

The City will meet or exceed the requirement that “contributions must total not less than 25% of funds drawn from the jurisdiction’s HOME Investment Trust Fund Treasury account in that fiscal year,” excluding funds drawn for administrative and planning costs pursuant to 24 CFR 92.207. Sources of matching funds include, but are not limited to, the Vermont Housing & Conservation Trust

Fund, the Burlington Housing Trust Fund, waiver of impact fees, and private debt financing secured by property owners and nonprofit organizations.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There is no City owned land or property that is appropriate to be used to address the needs identified in the Plan.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	DH 1.1 Protect the Vulnerable - New Perm Supp Hous	2018	2023	Affordable Housing Homeless	City-Wide	AFH - Increase Affordable Housing Opportunities	CDBG: \$0 HOME: \$0	Housing for Homeless added: 0 Household Housing Unit
2	DH1.2 Protect the Vulnerable New Special Need Hsng	2018	2023	Affordable Housing Non-Homeless Special Needs	City-Wide	AFH - Increase Affordable Housing Opportunities	CDBG: \$0 HOME: \$0	Rental units constructed: 0 Household Housing Unit
3	DH 2.1 Acquire/Rehab - Rental or Owner Units	2018	2023	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	AFH - Maintain or Preserve Affordable Housing	CDBG: \$150,000 HOME: \$0	Homeowner Housing Rehabilitated: 6 Household Housing Unit
4	DH 1.3 Create New Affordable Housing	2018	2023	Affordable Housing	City-Wide	AFH - Increase Affordable Housing Opportunities	CDBG: \$232,960 HOME: \$798,663	Rental units constructed: 32 Household Housing Unit
5	DH 1.4 Promote new homeownership buyer assist	2018	2023	Affordable Housing	City-Wide	AFH -Housing Resources to LMI residents, homeowner	CDBG: \$0 HOME: \$0	Direct Financial Assistance to Homebuyers: 0 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	DH 2.2 Protect the Vulnerable - Lead Hazard	2018	2023	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	AFH - Maintain or Preserve Affordable Housing AFH -Housing Resources to LMI residents, homeowner	CDBG: \$0 HOME: \$0	Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Rehabilitated: 0 Household Housing Unit
7	DH 3.1 Protect the Vulnerable Hsng Retention Svcs	2018	2023	Affordable Housing Homeless Non-Homeless Special Needs	City-Wide	AFH - Maintain or Preserve Affordable Housing AFH -Housing Resources to LMI residents, homeowner	CDBG: \$0 HOME: \$0	Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted
8	EO 1.1 Support Microenterprises	2018	2023	Non-Housing Community Development	City-Wide	AFH - Increase Employment/Economic Opportunities	CDBG: \$222,000 HOME: \$0	Businesses assisted: 173 Businesses Assisted
9	EO 1.2 Retain/Create Jobs	2018	2023	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	AFH - Increase Employment/Economic Opportunities	CDBG: \$0 HOME: \$0	Jobs created/retained: 0 Jobs
10	EO 1.3 Reduce Economic Barriers - Early Childhood	2018	2023	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	Reduce Barriers to Economic Opportunities	CDBG: \$51,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 105 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	EO 1.4 Reduce Economic Barriers - Access Resources	2018	2023	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Reduce Barriers to Economic Opportunities	CDBG: \$45,000 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 606 Persons Assisted
12	SL 1.1 Provide Public Services Homeless	2018	2023	Homeless	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	AFH -Housing Resources to LMI residents, homeowner Provide Public Services to At Risk Population Protect the Vulnerable	CDBG: \$0 HOME: \$0	Public service activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Homeless Person Overnight Shelter: 0 Persons Assisted
13	SL 1.2 Provide Public Services	2018	2023	Non-Housing Community Development	City-Wide	Provide Public Services to At Risk Population Protect the Vulnerable	CDBG: \$0 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted
14	SL 1.3 Improve Public Facilities & Infrastructure	2018	2023	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	Improve Public Facilities or Infrastructure	CDBG: \$528,000 HOME: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 35,530 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	SL 1.4 Remediation of Brownfields	2018	2023	Affordable Housing Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	Clean-up of Contaminated Sites	CDBG: \$0 HOME: \$0	Brownfield acres remediated: 0 Acre
16	Planning and Administration	2018	2023	Planning, Administration, Fair Housing		Planning and Administration	CDBG: \$147,240 HOME: \$41,441	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	DH 1.1 Protect the Vulnerable - New Perm Supp Hous
	Goal Description	During this Action Plan, no new awards were made.
2	Goal Name	DH1.2 Protect the Vulnerable New Special Need Hsng
	Goal Description	During this Action Plan, no new awards were made.
3	Goal Name	DH 2.1 Acquire/Rehab - Rental or Owner Units
	Goal Description	During this Action Plan CDBG funds will be used for CHT's Housing Improvement Program (HIP) assisting 6 homeowners.

4	Goal Name	DH 1.3 Create New Affordable Housing
	Goal Description	During this Action Plan Champlain Housing Trust (CHT) will be creating 24 new affordable housing units using CDBG funds. HOME funds will be used for the rehabilitation and/or construction of 8 new affordable housing units.
5	Goal Name	DH 1.4 Promote new homeownership buyer assist
	Goal Description	During this Action Plan, no new awards were made.
6	Goal Name	DH 2.2 Protect the Vulnerable - Lead Hazard
	Goal Description	Although no CDBG funds will be allocated during this Action Plan, 58 homeowner and rental units will receive lead hazard reduction services through the 2021 Lead-Based Paint Hazard Control grant.
7	Goal Name	DH 3.1 Protect the Vulnerable Hsng Retention Svcs
	Goal Description	During this Action Plan, no new awards were made.
8	Goal Name	EO 1.1 Support Microenterprises
	Goal Description	During this Action Plan the City will allocate CDBG funds to two microenterprise programs, CVOEO-Financial Futures: Micro Business Development and Mercy Connections-Small Business Equity Program, with a focus on women, and other micro businesses. The City of Burlington will also deliver grants and technical assistance to micro enterprises.
9	Goal Name	EO 1.2 Retain/Create Jobs
	Goal Description	During this Action Plan, no new awards were made.
10	Goal Name	EO 1.3 Reduce Economic Barriers - Early Childhood
	Goal Description	During this Action Plan the City will allocate CDBG funds to two Early Childhood programs, ECHO-Early Learning and Lund-Early Childhood Education Program with a focus on supporting vulnerable children and families.

11	Goal Name	EO 1.4 Reduce Economic Barriers - Access Resources
	Goal Description	During this Action Plan CDBG funds have been allocated to a workforce development program, ReSOURCE-YouthBuild and CVOEO-Volunteer Income Tax Assistance program to reduce barriers to economic resources and opportunities.
12	Goal Name	SL 1.1 Provide Public Services Homeless
	Goal Description	2022 Public Service projects were allocated through the Amended 2019 Action Plan.
13	Goal Name	SL 1.2 Provide Public Services
	Goal Description	2022 Public Service projects were allocated through the Amended 2019 Action Plan.
14	Goal Name	SL 1.3 Improve Public Facilities & Infrastructure
	Goal Description	During this Action Plan CDBG funds have been allocated to improve the Moran infrastructure including improvements at Burlington's waterfront public access spaces and to redevelop the VFW center to better serve low-income Burlington veterans.
15	Goal Name	SL 1.4 Remediation of Brownfields
	Goal Description	During this Action Plan, no new awards were made.
16	Goal Name	Planning and Administration
	Goal Description	To support the capacity of the nonprofit institutional delivery structure in the City; pursue state and federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b)

It is estimated that at initial occupancy approximately 16 persons shall receive affordable housing through 8 HOME-assisted and HOME-ARP assisted units as a result of the 2022 HOME and HOME-ARP allocation to the City of Burlington. However, it is important to note that these funds will continue to benefit many new households during the HOME Affordability Period and the HOME-ARP Compliance Period.

Projects

AP-35 Projects – 91.220(d)

Introduction

This part of the Action Plan provides a summary of the eligible projects and activities that will take place during the program year to address the priority needs and specific objectives outlined in the Strategic Plan. The eligible projects are associated with at least one priority need and at least one or more goals.

Projects

#	Project Name
1	Affordable Housing
2	Public Facilities & Infrastructure
3	Microenterprise/Economic Development
4	Public Service
5	Admin and Planning

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The all-volunteer CDBG Advisory Board followed both the City's Anti-Poverty Strategy and Consolidated Plan priorities in their review of project applications. More focus will be placed on impact and moving people out of poverty and not numbers served. In addition, emphasis will be placed on projects that demonstrate efficiencies or collaboration, or a project proposal seeking to implement such efficiencies.

The biggest obstacle to addressing underserved needs continues to be insufficient resources. The City will continue to pursue additional federal, state and private resources but does not expect to overcome the obstacle of shrinking public resources. While the federal COVID response packages, and the American Recovery Plan Act (ARPA) provide significant and needed assistance to Burlington, these aid packages do not cover the full extent of need and economic losses due to the pandemic. The City will also continue to work with partners to leverage funds, prioritize resources for those in greatest need and engage in collective impact initiatives.

Other obstacles to meeting underserved needs include:

- Ensuring a just and equitable recovery to rebuild after the economic losses incurred due to the pandemic;
- Limited land available in the city for housing and commercial development;
- Community tension between the need for development and the desire to preserve the status quo, between the need to rehabilitate and maintain the housing stock and the desire for architectural and historic preservation;
- The requirements around criminal, eviction and credit histories in rental housing placement and hoarding / housekeeping issues, as well as no cause eviction, in rental housing stability;
- The lack of availability of transportation, especially for residents with special needs and for second shift and weekend work, acerbated by a regional mismatch in the balance of job growth and housing development;
- Benefits “cliffs” which, together with a lack of understanding among residents, businesses and service providers about the asset and earnings limits that often vary between different income support programs, are a disincentive to increased earnings;
- Lack of small-scale risk capital financing;
- Non-accessible, and therefore non-functional, space in vacant upper stories of existing buildings; and
- A regional imbalance between the growth of regional employment and tax revenues and the budgetary burdens associated with its high concentrations of low-income residents, magnified by the high proportion of tax-exempt property within the City.

AP-38 Project Summary

Project Summary Information

1	Project Name	Affordable Housing
	Target Area	City-Wide
	Goals Supported	DH 2.1 Acquire/Rehab Rental or Owner Units DH 1.3 Create New Affordable Housing
	Needs Addressed	AFH - Maintain or Preserve Affordable Housing AFH - Increase Affordable Housing Opportunities
	Funding	CDBG: \$382,960 HOME: \$798,663
	Description	To provide Housing Improvement Program (HIP) for homeowners and to create new affordable housing units through rehab and/or construction.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	38 low-moderate income households: CHT HIP – 6 CHT Cambrian Rise – 24 HOME projects - 8
	Location Description	Scattered sites – City-Wide
2	Planned Activities	\$150,000 CHT – Housing Improvement Program (HIP) \$232,960 CHT – Cambrian Rise \$798,663 HOME projects
	Project Name	Public Facilities & Infrastructure
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 1.3 Improve Public Facilities & Infrastructure
	Needs Addressed	Improve Public Facilities or Infrastructure
	Funding	CDBG: \$528,000
	Description	To improve the Moran infrastructure including improvements at Burlington’s waterfront public access spaces and to redevelop the VFW center to better serve low-income Burlington veterans.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	City-wide benefit, 59.75% low-moderate income
	Location Description	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Planned Activities	\$300,000 CEDO – Moran \$228,000 CHT – VFW service center
3	Project Name	Microenterprise/Economic Development
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	EO 1.1 Support Microenterprises
	Needs Addressed	AFH - Increase Employment/Economic Opportunities
	Funding	CDBG: \$222,000
	Description	To fund two microenterprise programs, CVOEO-Financial Futures: Micro Business Development and Mercy Connections-Small Business Equity Program, with a focus on women, and other micro businesses. The City of Burlington will also deliver grants and technical assistance to micro enterprises.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	173 low-moderate income individuals: Micro-enterprise technical assistance and grants - 20 CVOEO – 80 Mercy - 73
	Location Description	Services will be provided to persons City-Wide with a focus on businesses located in the NRSA.

	Planned Activities	\$50,000 CEDO-Technical Assistance \$50,000 CEDO- Micro-business Grants \$65,000 Mercy Connections-Small Business Equity Project \$57,000 CVOEO-Micro. Business Development Program
4	Project Name	Public Service
	Target Area	City-Wide and NRSA
	Goals Supported	EO 1.3 Reduce Economic Barriers-Early Childhood EO 1.4 Reduce Economic Barriers-Access Resources
	Needs Addressed	Reduce Barriers to Economic Opportunities
	Funding	CDBG: \$96,000
	Description	To provide funds for two Early Childhood programs, ECHO-Early Learning and Lund-Early Childhood Education Program with a focus on supporting vulnerable children and families. To a workforce development program, ReSOURCE-YouthBuild and CVOEO-Volunteer Income Tax Assistance program to reduce barriers to economic resources and opportunities.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	711 low-moderate income individuals: ECHO – 90 CVOEO – 600 Lund – 15 ReSOURCE – 6
	Location Description	City-Wide and NRSA
5	Planned Activities	\$24,000 ECHO-Early Learning Program \$15,000 CVOEO-Volunteer Income Tax Assistance (VITA) \$27,000 Lund-Early Childhood Education Program \$30,000 ReSOURCE-YouthBuild
	Project Name	CDBG and HOME Administration
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	Planning and Administration

	Needs Addressed	Planning and Administration
	Funding	CDBG: \$147,240 HOME: \$41,441
	Description	Administration funding for CDBG and HOME grants.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Planned Activities	To support the capacity of the nonprofit institutional delivery structure in the City; pursue State and Federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Approximately 62.5% of the City's CDBG resources are directed to activities that target the City's Neighborhood Revitalization Strategy Area.

The City of Burlington's Neighborhood Revitalization Strategy Area was approved in January 2006 and reapproved with the 2013 Consolidated Plan. The NRSA covers census tracts 3, 4, 5, 6 and 10. As of the 2010 Census, there were 15,927 residents in the Target Area. The Area as a whole is primarily residential, though within the designated census tracts are also several commercial corridors, the Central Business District and the Intervale (several hundred agricultural acres). As of the 2010 Census the Target Area contains a composite low/mod percentage of low- and moderate-income residents of 68.5%, down from 71% during the 2000 census. However, the poverty level data for the target area, using the 2012-16 American Community Survey shows that of the total population in the target area, 33.8% are living below poverty level. For children under 18, 21% are living below poverty level. For the adult category ages 18-64, 36.5% are living below poverty level. For the category of seniors over the age of 65, 18.9% of the population is living below poverty level. The highest concentration of households living below poverty level exists in census tract 5 where more than half the population is living below poverty level.

Geographic Distribution

Target Area	Percentage of Funds
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	62.5
City-Wide	37.5

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for allocating investments into the NRSA is based on the levels of distress and high incidence of households living below poverty level in those census tracts. According to the Needs Assessment in the Consolidated Plan, there is a disproportionate need existing among several minority groups, and specific census tracts housed more minorities than others. Special needs housing resources appear concentrated in the New North End as a "Naturally Occurring Retirement Community." However, CDBG and HOME resources may be directed outside of the target areas based on individual household needs and on the City's desire to continue to have

affordable housing, economic opportunity and a suitable living environment available to low- and moderate-income residents throughout the City.

Discussion

As of the end of March 2022, the HUD GIS system was not updated with the new 2020 Census/ACS data. This section will be updated with new data in next year's Consolidated Plan.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Housing is the essence of Burlington's neighborhoods. Support for affordable housing allows elders to remain in the homes and neighborhoods they know. Homebuyer purchase and rehabilitation programs allow the next generation of residents to own and modernize older homes.

Affordable housing is a balance to economic development. In boom times, affordable housing ensures that there is housing for workers and that rising prices do not displace residents. In a troubled economy, affordable housing development is an economic engine and its subsidies ensure that low-income residents are not made homeless. Finally, the use of affordable housing to redevelop distressed neighborhoods prevents the loss of value of the surrounding properties and encourages long-term investment by other property owners.

This section of the Action Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.

One Year Goals for the Number of Households to be Supported	
Homeless	95
Non-Homeless	92
Special-Needs	
Total	187

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	
The Production of New Units	32
Rehab of Existing Units	60
Acquisition of Existing Units	
Total	92

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Table 6 above includes beneficiaries from two Public Service projects that will be carried out in the 2022 program year. These projects are reflected in the 2019 Action Plan since they are being funded with CDBG-CV funding. One of these projects is Pathways Vermont - Housing First Program that provides permanent housing placement along with intensive community-based services to 88 individuals with histories of homelessness and institutionalization, most of whom are living with disabling conditions. The program utilizes local housing stock in order to facilitate community re-integration. The second project is ANEW Place – Independence Place that provides quality, stable affordable housing within the context of a supportive community for up to 7 individuals coming out of homelessness. Independence Place residents will receive one year of aftercare and priority in receiving Housing Choice vouchers giving them the ability to retain long-term independent housing.

AP-60 Public Housing – 91.220(h)

Introduction

The Burlington Housing Authority completed the conversion of its public housing units to the Section 8 Project-Based Voucher Program through the HUD Rental Assistance Demonstration (RAD) program. Our jurisdiction no longer has any public housing units.

Actions planned during the next year to address the needs to public housing

Our jurisdiction no longer has any public housing units.

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

BHA has formed a Resident Advisory Board (RAB) with representatives from the Section 8 program. The RAB meets periodically to provide input on BHA's Plans and Policies. BHA will provide continuing financial and staff support to any active resident association in its properties. One BHA program participant serves on the BHA Board of Commissioners. BHA supports the Section 8 Homeownership Program.

BHA endeavors to provide a good living environment in its affordable housing developments through effective screening and strict lease enforcement. In addition to the Family Self-Sufficiency program, the Burlington Housing Authority supports programs such as the DREAM mentoring program and the Summer Lunch program. BHA has also initiated a Housing Retention program to work with residents who are at risk of losing their housing.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Burlington Housing Authority is not designated as troubled.

Discussion

The City will work with BHA to increase funding for resident service programs for its program participants, including the Family Self-Sufficiency Program, youth mentoring, homeownership, homelessness prevention, independent living and service-enriched housing.

BHA operates a very successful Section 8 Housing Choice Voucher Homeownership Option Program. Section 8 program participants are eligible and are encouraged to participate in this program. BHA's Section 8 Mortgage Assistance Program has been in operation since 1999 with over 100 households successfully transitioning from renting to homeownership. The City supports the implementation and continued availability of BHA's Section 8 Homeownership Option Program.

The Burlington Housing Authority's Family Self-Sufficiency Program moves families toward economic self-sufficiency through access to career counseling, job training, child care and other

services, and through escrow accounts with funds made available to participants at the end of the enrollment period.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In this section of the Plan, the City addresses the one-year goals and specific activities planned this program year to carry out the homeless strategy outlined in the Strategic Plan for the City's Five-Year Consolidated Plan. Activities that will address outreach, emergency shelter, transitional housing, homeless prevention, housing placement, supportive housing and independent living are listed below and under the project section. This section will be subject to change as the impact of the COVID-19 pandemic, associated recovery funds, and changes to emergency housing provision become evident in Spring of 2022.

The Continuum of Care coordinates the implementation of a housing and service system, from outreach to housing to services, to meet the goal of keeping homelessness rare and brief in our community. Street Outreach Teams and outreach caseworkers serve to reach the chronically homeless, identify services and housing needed. Vermont 211, daytime shelter and meals served at both the Community Resource Center, Chittenden Emergency Food Shelf and the Salvation Army provide points of contact for the homeless and referrals to services. Housing providers work to rapidly re-house and stabilize, especially using the Housing First model, for the chronically homeless. Supportive service providers add case management and assess needs for services. The Continuum as a whole has implemented a coordinated entry system and standardized assessment to enhance the current service delivery system.

The CoC leads the coordination of response to the pandemic for the community of people experiencing homelessness in Chittenden County. Regular coordination meetings occur, supporting consultation with State and local bodies for effective pandemic response to the large increase in our homeless population.

The City serves as the Collaborative Applicant for the Chittenden County Homeless Alliance (CoC) and supports its applications for HUD and other funding to address both chronic and non-chronic homelessness. The CoC implements the Coordinated Entry System. Chittenden saw a dramatic, almost threefold, increase in the number of people experiencing homelessness in the 2021 PIT count, as a result of the pandemic. The CCHA and the City of Burlington are collaborating to strengthen systems to identify solutions through coordinated entry to impact and reduce chronic homelessness to functional zero. The City of Burlington has committed recovery funds to support the Coordinated Entry system.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness

including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The Chittenden County Homeless Alliance (CCHA) serves the homeless in the Greater Burlington metropolitan area and direct services are delivered through a consortium of nonprofit organizations, faith-based organizations, housing developers, government agencies, and the Burlington Housing Authority.

CCHA utilizes several outreach procedures to engage homeless individuals and families. These include services and outreach from the local food shelf, daytime drop-in shelter, and Salvation Army, supplemented this year by a daytime warming center. A SAMHSA funded PATH grant funds outreach work in our community for two outreach positions to find and connect with the homeless who are mentally ill and difficult to engage, offering persons who are experiencing homelessness community-based services. A street outreach team, funded by our Police Department, Church Street Marketplace, City and local businesses, provides outreach to individuals, families with children, and youth sleeping on the streets in our downtown area. Street Outreach is also provided by Champlain Valley Office of Economic Opportunity. The Burlington Police Department has implemented a team of Community Support Liaisons that include outreach in their responsibilities. An Adult Local Interagency Team helps to identify unsheltered persons and provide consultation and expertise to help resolve difficult situations involving chronically homeless persons with multiple physical or emotional issues in securing and utilizing services. These teams identify individuals and families who are homeless and connect them with our Coordinated Entry System. The system was developed to assess and match homeless households for eligible services based on vulnerability, sustainability, and length of homelessness through a standardized, scored assessment. Each eligible household will be assigned a housing case manager and added to a master list of homeless households which is reviewed on a weekly basis by coordinated entry partners for appropriate housing opportunities

Some of the goals for outreach this year include the following which are funded by a myriad of resources:

Continue to provide outreach to the more than 450 adults and children currently housed in hotels under the Emergency Housing Initiative.

With CDBG funding from 2021, supportive housing services will continue to assist 96 chronically

homeless individuals in the area with Pathways Vermont and ANEW Place and 899 women and children experiencing domestic violence with Steps to End Domestic Violence

The SAMSHA funded outreach will also use the joint HMIS for input and tracking and refer clients to the Coordinated Entry System.

ANEW Place will continue to operate the new year-round Warming Shelter and with ESG/HOP funds maintain a coordination to work with homeless (unsheltered) clients year-round to ensure on-going case management and connection to services and housing. The City of Burlington is working to establish additional emergency shelter beds, to meet need.

The Consolidated Plan supports outreach and homeless shelter services. New housing programs and applications for new housing are built on a Housing First model.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are two emergency shelters serving single adults including veterans: COTS Waystation and ANEW Place. COTS operates the Firehouse and Main Street Family Shelters for households with children. COTS Daystation is a drop-in center for homeless adults and families. The confidential shelter operated by STEPS to End Domestic Violence serves homeless women and children fleeing domestic violence was expanded in this year, in response to pandemic related needs. Spectrum Youth and Family Services operates a shelter for homeless youth. Pandemic related de-concentration has been reversed to the extent possible with ongoing COVID-19 infections. Each shelter and hotel space offer case management and housing search assistance to help participants move out of shelter into transitional or permanent housing, with necessary follow-up support for maintaining housing. It remains a goal of the Jurisdiction and the Continuum to increase the actual number of permanent housing and permanent supportive housing options, so that participants will have opportunities to quickly transition out of the emergency shelters.

With 2021 CDBG funding, the following goal will be achieved: over 560 households, including adults and children fleeing domestic violence, will receive shelter and services through STEPS in the next year.

With local, state and other federal funding, two emergency family shelters will house up to 60 individuals through COTS, pandemic recovery permitting. Spectrum will house up to 8 youth in their emergency shelter and 8 in their Pearl Street SRO transitional housing. Single adults will have access to 56 emergency housing beds at Waystation and Anew Place and 11 individuals or

family members will have access to emergency housing at COTS' Smith House. ANEW Place will continue to operate the new year-round, non-congregate, low barrier facility at the Champlain Inn. The City is working to open additional low barrier Emergency Shelter, to respond to need.

ESG funding is used for emergency shelter operations and case management, Rapid Re-housing Rental Assistance, and HMIS.

In addition to these programs, the State of Vermont continues to serve those experiencing homelessness who qualify with an Emergency Services Motel Voucher program with cold weather exemptions available to those in need when temperatures drop below freezing. This program was expanded for COVID response and currently provides outreach services and emergency accommodation to more than 500 individuals in Chittenden County. This program will return to pre-pandemic eligibility in July 2021 and a Transitional Housing program in hotels, utilizing ERAP funds, is expected to replace many of the General Assistance bed nights.

With ARPA funding the City of Burlington in partnership with CVOEO created a Community Resource Center for Winter 2021/2022, this will become a permanent year-round facility in 2022, to provide space and access to essential services.

Transitional Housing is also provided by several member agencies of the Continuum. COTS provides transitional housing to homeless individuals and families. The Howard Center's Transitional Housing Program provides housing for 6 homeless persons with mental illnesses. Spectrum provides transitional housing for youth in the community. STEPS delivers transitional housing options for victims of domestic violence. Transitional housing is available for women exiting corrections. Veterans have transitional housing opportunities in nearby Winooski.

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

The City of Burlington is committed to the retention of affordable housing units with expiring tax credits and commits local, state, and federal resources to this goal. Keeping the inventory of affordable units as well as increasing the number of affordable housing units are key to helping our most vulnerable residents remain housed.

The Continuum and its partners are committed to transitioning homeless persons into permanent housing and have implemented the coordinated entry system and a standard assessment tool to facilitate this goal. Additionally, the Homeless Management Information System (HMIS) is used to create a Community Master List of persons experiencing homelessness prioritized by vulnerability. The CES and CoC-funded PSH projects and agencies utilize the Housing First model and rapidly re-house chronic homeless with a high success in clients who maintain their housing. The CoC saw a dramatic pandemic related increase in the number of chronic homeless and is re-engaging with Built for Zero to end chronic homelessness over three years. The statewide response is providing emergency shelter in hotels under the Emergency Housing Initiative, along with outreach and coordinated entry to support transition into permanent housing. Significant development of permanent housing for those experiencing homelessness is underway, supported by recovery funds.

Burlington agencies utilize a range of housing retention programs to assist at risk households in maintaining their housing. These services include wrap-around support services, a hoarding task force, landlord advocacy, and a Risk Guarantee Fund used to mitigate risks on the hardest to house persons. Our local Continuum continues to advocate for increased state resources such as the Rental Subsidy Program and the Mental Health Subsidy Program that can be used to help keep at-risk families housed. The State provides COVID response support in the form of two significant emergency rental assistance programs.

Community-based organizations provide job training and placement, substance abuse counseling and referrals for treatment, medical and dental care, legal advocacy and representation, mental health counseling and residential treatment programs, child care, housing search assistance and security deposit assistance to help homeless families transition to permanent housing and independent living.

The CoC partners with local, state, and federal organizations and landlords to combat homelessness among veterans. Previously unidentified veterans were enrolled in VA care and many are housed through VA housing programs. The VA maintains a state-wide by name list and reviews cases on a monthly basis.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services,

employment, education, or youth needs.

Several agencies administer prevention services including home heating fuel aid, transportation, housing navigation, tenants' rights advocacy, and legal assistance. The Housing Opportunity Program (funded by the State of Vermont and administered at local agencies), also provides case management, short term rental subsidies, and back rent, along with case management for low income individuals and families at risk of losing their housing.

Youth exiting foster care in Vermont have two primary supports that protect them from being discharged into homelessness as they exit legal custody at age 18: the Youth Development Program funded with federal Chafee Foster Care Independence Program and state funds & Act 74 Youth in Transition Extended Care Program. These programs are in addition to the programming run directly by the VT AHS-Dept. of Children & Families Services. In this program, a number of youths formerly in foster care are supported with case management and connected to long-term rental assistance with local Housing Authorities, including a VT State Housing Authority Sect. 8 HCV waitlist preference for youth aging out of foster care as part of the HUD Family Unification/Youth-in-Transition Programs. Some live on campus at area colleges to pursue education. The College of St. Joseph in Vermont specifically helps foster youth transition to college by providing year-round housing and support services, and the Adult Living Program provides a stipend for households willing to host an 18 to 22-year-old leaving foster care.

Hospital patients are routinely discharged to their previous residence, a nursing home, or medical respite beds. McKinney Vento funded programs are used as needed and include emergency shelters and some transitional/permanent housing programs when appropriate.

Persons discharged from a mental health treatment or community bed receive state-funded assistance through the Vermont Department of Mental Health (VT DMH) Subsidy & Care Program, VT DMH Housing Contingency Fund and the VT DMH Housing Recovery Fund. In addition, state agencies collaborate with the Burlington Housing Authority, and other affordable housing agencies to utilize Section 8 Housing Choice Voucher Programs for tenant-based and project-based rental assistance units funded by the Low-Income Housing Tax Credit Program. Patients are routinely discharged to Howard Center transitional or step-down programs such as Second Spring, Meadowview, Next Door Program, and 72 North Winooski group home which are not McKinney Vento funded programs. Some persons leaving corrections can go to their previous residence, a transitional housing program for offenders, or to live with family.

Discussion

Veterans and their families have both transitional and permanent housing options and services available to them along with specialized outreach, assessment and additional services to meet their unique needs. The National Hotline refers calls directly to the area case manager; VASH vouchers are administered locally and through new grant programs, and a Housing First model will be implemented for any chronically homeless veterans.

Unaccompanied youth have emergency shelter, transitional and permanent housing options available to them along with specialized outreach and services to assist them in learning to live independently, set goals and complete their education.

Frail elderly and those with special needs are served through Cathedral Square and Ethan Allen Residence where 72 Burlington seniors will receive Level Three care. Through the HomeShare program and with the help of the City's Housing Trust Funds, over 50 elderly and/or disabled will be able to remain safe in their homes.

Service-enriched housing needs for the population with severe mental illness range from affordable, independent apartments with support services provided by visiting mental health workers to 24-hour supervised "group home" settings. There is a need for additional supportive housing at all levels for those living with severe mental illness.

According to a national Survey on Drug Use and Health prepared by the U.S. Substance Abuse and Mental Health Services Administration (SAMSHA) 2012-14, an estimated 2.95% of the Champlain Valley's population, ages 12 and older need treatment for an illicit substance abuse problem. Residents would also require affordable, appropriate, alcohol-free and drug-free housing with a range of management and supportive services, from a high level of on-site management (for treatment and early recovery) to self-management in housing such as Oxford Houses to self-management in an at-home setting.

All these projects and activities will be undertaken during this next year to address the housing and supportive services needs for persons with special needs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City has addressed the barriers to affordable housing under the Market Analysis and Strategic Plan sections of the Consolidated Plan. There is a limited supply of housing units at all levels of the market and a low vacancy rate exacerbates the issue. In addition, our extensive student population creates a significant impact on Burlington's housing market. Over the years, many traditional single-family homes have been converted to student housing to accommodate the market, creating both an impact on the cost of housing and the change in neighborhoods. Burlington has a significantly higher percentage of renters and the cost of rent is increasing at a higher rate. Not only is the cost of housing high and the availability low, but the condition of the City's housing is noted as the 7th oldest housing stock in the nation. Public policies that are controlled at the local level which impact the cost of housing include policies on historic preservation and lead-based paint safety practices. These homes need energy efficient upgrades, lead-based paint hazard reduction, and other rehabilitation to make them safe, affordable and sustainable over the long term. The cost of housing is also impacted by accessibility and fire safety public policies. In conjunction with planBTV and the Housing Action Plan, these concerns will be examined in order to facilitate infill development and diversified housing options in the City and especially in the downtown area.

Actions it planned 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

In the Mayor's and City Council's Housing Action Plan, 22 initiatives were outlined to decrease the cost of housing, increase the supply of housing and ensure Burlington is more affordable, inclusive, livable, walkable, sustainable, and vibrant for all its residents. The first section of the Plan focused on addressing some of the regulatory barriers that have limited Burlington's ability to create new subsidized and non-subsidized housing options over the last 15 years. In the second section, the Housing Action Plan focused on using existing municipal tools strategically and expanding public resources to develop perpetually affordable low-income housing, promote the value of inclusion described in the City's inclusionary zoning ordinance, and better support those not eligible for subsidy but unable to compete within Burlington's housing market. The final three categories of the Plan, while related to the fundamental challenge in

Burlington – a lack of housing stock – focused on continuing community challenges that extend beyond questions of supply and demand.

Discussion:

On Feb 18, 2020, the Burlington City Council adopted changes to the Zoning ordinance related to **Accessory Dwelling Units. Zoning amendment 20-03** encouraged the creation of accessory dwelling units (ADU's) throughout the city to support homeowners as they age in place, provide flexible options to help owners afford and better utilize available space within their homes, and to provide additional affordable housing options within existing neighborhoods. This amendment modifies applicable ADU and other citywide general standards, including enabling ADU's as a permitted use in all zoning districts, creating an alternative maximum unit size and lot coverage waiver process, and eliminating the parking requirement.

In September 2020, the City reformed its parking minimum requirements for building new parking in residential developments in the downtown and along key transportation corridors in order to reduce a major cost driver of housing, give people more choices when it comes to the cost of car ownership and take a step toward aligning the City's land use policies with its climate goals. Since the adoption of this policy reform, two significant projects have applied for permits to create housing that would benefit from this policy change, for a combined 490 new homes.

The City will continue to work with the Vermont Legislature to ensure fair property tax policy for deed-restricted, perpetually-affordable owner-occupied homes. There are over 200 such homes in Burlington and the City will continue to advocate for taxation based on the restricted value of the subjected homes.

AP-85 Other Actions – 91.220(k)

Introduction:

Burlington aims to spend over 95% of CDBG expenditures assisting low-and moderate-income residents. The City will continue its commitment to the preservation of affordable housing units and actions that will foster and maintain affordable housing in Burlington. In addition, the City, through the Community & Economic Development Office, will diligently work to reduce lead-based paint hazards in the homes of local residents.

The activities listed in this Action Plan work to reduce the number of households in poverty; and with enhanced coordination with nonprofit partners, services will have a greater impact on this goal.

Actions planned to address obstacles to meeting underserved needs

As identified in the Consolidated Plan, the principal obstacle to meeting underserved needs is insufficient resources. Given the significant disruptions to economic and social activity over the past year due to the pandemic, available resources must still be used strategically as the need exceeds the available funding. Fortunately, the federal COVID response packages, such as American Recovery Plan Act (ARPA) provided significant and needed assistance to Burlington to help respond to the pandemic and begin recovery efforts, these aid packages form part of a patch work of private and public resources, including funds such as CDBG and HOME, to meet the most critical unmet needs.

In addition to recovering from the economic losses sustained over the pandemic, the City needs to also look forward to the future to foster continued growth to foster economic opportunities. The City will continue to grow the grant list, pursue additional federal, state and private resources, but does not expect to overcome the obstacle of shrinking public resources. The City will also continue to work with partners to examine obstacles such as benefits cliffs and to advocate for appropriate policy changes. In addition, the City will encourage local agencies to explore ways to deliver services in a more cost-effective and efficient manner, prioritize resources to serve the most in need, as well as cooperate between agencies.

For more than a decade, the network of community-based services that support the social, educational, physical, mental and financial well-being of families and individuals in Vermont has been under financial pressure. Again, while the funding available over the past year expanded significantly with ARPA funds, the unmet needs to be addressed were greater than seen previously. The number of families and individuals needing services increased significantly over

the past year, and in many cases, their needs have become more acute and complex. In response to these conditions, service providers increased their efforts to find economies of scale, evaluated the effectiveness and appropriateness of the services they provide, experimented with innovation, and adjusted the frequency and intensity of services. A key challenge moving forward will be fostering a just and equitable recovery that rebuilds economic opportunity for all, while ensuring that gaps in social services continue to be met, especially as surplus funding for expanded services diminishes into late 2022 and 2023. The City's efforts over the next year will be monitoring the recovery across sectors and populations to ensure the recovery is comprehensive and equitable. Should existing needs and gaps intensify or new needs emerge, the City proposes to work with partners to meet the dynamic and evolving needs through the recovery process.

Actions planned to foster and maintain affordable housing

The City has launched a comprehensive strategy to effectively end chronic homelessness and promote affordable housing. This work includes the relaunch of the Built for Zero partnership in Burlington. This comprehensive plan leverages, State, local and federal resources, including CDBG and HOME funds as well as surplus ARPA funding. The key goals of the City's strategy are summarized in the ten points below:

1. Invest at least \$5 million of ARPA funds, with at least \$1 million designated for initiatives to better serve the chronically homeless and \$4 million to build new permanently affordable housing.
2. Create a Special Assistant to End Homelessness position within the City's Community and Economic Development Office (CEDO) to provide a single point of accountability for expanded community effort.
3. Strengthen through new investment Chittenden County's "Coordinated Entry" command center team that drives weekly progress towards functional zero with a comprehensive, real-time, by-name data effort.
4. Support the creation of 78 new homes for formerly homeless residents (25 percent of the goal for new, permanently affordable housing) by partnering with affordable housing developers.
5. Invest in approximately 30 shelter pods and related infrastructure to create a new low-barrier facility for 2022.
6. Set a goal to support the creation of 1,250 total homes, including 312 permanently affordable homes, by the end of 2026 (25 percent of the total Building Homes Together 2.0 goal).
7. Fully fund the Housing Trust Fund to voter-approved levels in fiscal year 2023.

8. Open new housing opportunities through the creation of a mixed-use Enterprise Innovation District in a portion of the South End.
9. Open new on-campus University of Vermont (UVM) student housing opportunities by rezoning the former Trinity Campus to reduce UVM's pressure on the housing market.
10. Open new housing opportunities City-wide through "missing middle" zoning reforms, which will expand opportunities for new homes to be created in every neighborhood in ways that reflect the character of these parts of the City.

Actions planned to reduce lead-based paint hazards

In January 2021, the City of Burlington received a \$3,093,922.00 Lead-Based Paint Hazard Control grant from the Department of Housing and Urban Development and a \$530,000.00 Healthy Homes grant to complete work on 110 housing units by July, 2024. These funds are administered through the Community and Economic Development Office by the Burlington Lead Program to reduce lead-based paint hazards and healthy homes hazards in eligible units to eliminate childhood lead poisoning and make homes healthier to live in. From July 1, 2022 – June 30, 2023, the Burlington Lead Program plans to evaluate 58 units for lead-based paint and other health hazards, reduce lead-based paint hazards in at least 41 housing units and reduce other health hazards in 35 housing units, conduct 12 community outreach and education events, and provide lead-safety training to at least 120 individuals.

Actions planned to reduce the number of poverty-level families

All of the activities funded through the City's CDBG and HOME programs are ultimately directed at reducing the number of people living in poverty, providing for basic needs, or preventing individual/family poverty in Burlington. Specific details of the proposed initiatives are described in the project section of this Action Plan.

Actions planned to develop institutional structure

A definite challenge for the Community & Economic Development Office will be to effectively adapt its institutional structure to meet the changing needs of a challenging fiscal environment and in pandemic response. In a time of significant budget changes and program and funding expansion, to respond to the economic difficulties brought about by the pandemic, CEDO will need to find ways to implement, oversee, and monitor programming efficiently and effectively to meet increasing demands for services and funding with changing resources.

The Collective Impact, a multi-stakeholder group initially organized by the United Way,

continues to build institutional structure around results-based accountability and collaborative problem solving including a funding collaborative partnership.

The Chittenden County Homeless Alliance, through its governance reorganization and common agenda plans to use administrative backbone support to increase institutional capacity within their collaborative structure. The CCHA will continue to perform a vital expanded role in coordination and pandemic response, to provide needed supports to the more than doubled population of individuals and families experiencing homelessness.

The City will continue to operate the Burlington COVID-19 Resource and Recovery Center (RRC) to offer quick frontline assistance and support on a wide range of issues to all Burlington residents in need of help during the COVID-19 pandemic. The RRC has focused on ensuring Burlington residents access to critical resources like health guidance, food, and shelter. Additionally, the RRC has been helping Burlington residents with recovery efforts like connecting people experiencing homelessness with temporary shelter that meets social distancing safety measures, assisting laid-off workers with unemployment insurance applications, working with local small businesses to help them navigate insurance claims for federal and state resources, coordinating the dissemination of health and other resource guidance in multiple languages to reach as many members of our community as possible, and many others.

Actions planned to enhance coordination between public and private housing and social service agencies

In order to enhance coordination between public and private housing and social service agencies, several community-wide initiatives are utilizing collective impact principles. These initiatives are deciding on a common agenda to keep all the various organizations moving toward the same goal. Agencies agree on common progress measures and use a data-driven approach to review outcomes. Rather than working in silos or duplicating activities, the organizations leverage mutually reinforcing activities to move toward the progress envisioned. With clear and frequent communication and one specific organization taking on the role to manage the collaboration, these initiatives are enhancing coordination and cooperation. One specific example of this is the work of the Chittenden County Homeless Alliance (CCHA). The Community & Economic Development Office coordinates with the Chittenden County Homeless Alliance and Continuum of Care to address homelessness (including for-profit and nonprofit housing entities and service providers). CCHA has a common agenda and performance

measures. Coordinated entry for permanent housing meets and refers clients for housing and services. The current Housing Resource Team continues to work collaboratively through public, private housing and social service agencies. In another example, a group of agencies including United Way of Northwest Vermont and the City of Burlington via the Burlington Police Department, the Agency of Human Services, University of Vermont Medical Center, Vermont Department of Health, and others are part of a collective impact project regarding the burgeoning opioid addiction crisis impacting our area.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$30,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$585,000
5. The amount of income from float-funded activities	0
Total Program Income	\$615,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

All HOME funds are invested in a manner consistent with 24 CFR 92.205(b)(1). Specifically, HOME funds are invested in interest-bearing and non-interest-bearing amortizing loans and in deferred loans and grants.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For homebuyer projects where the Program provides HOME funds for low-interest loans for eligible homebuyers to assist with down payment and closing costs on eligible two to four-unit owner-occupied properties, the Program uses “recapture” provisions per 92.254(a)(5)(ii). These loans are secured by subordinate mortgages. When properties assisted with HOME funds for this purpose are sold, transferred, or if the primary residency is violated, then the full amount of the loan plus any accrued interest is to be repaid to the Program. Only the direct subsidy (down payment assistance, closing costs, or other HOME assistance provided directly to the homebuyer and/or the difference between the fair market value of the property and the reduced sales price attributable to HOME development assistance) is subject to recapture. However, the recapture amount shall not exceed the amount available from net proceeds. The net proceeds are the sales price minus loan repayment(s) (other than HOME funds) and closing costs. If this repayment occurs during the Home Affordability Period (HAP), then the funds are not considered to be program income. If this repayment occurs after the HAP, then the funds are considered to be program income. The written agreements shall include language that makes it clear that recaptured funds after the HAP shall be considered program income.

When a property owner assisted with HOME funds for this purpose refinances their principal mortgage, the Program shall consider executing a subordination agreement upon receiving a written request with sufficient documentation on current fair market value and proposed refinancing amount. When considering such requests to subordinate its HOME mortgage, the Program shall require that the loan-to-value ratio be no greater than 100%.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Resale Policy for HOME Subsidy on Owner-Occupied Homes: For homebuyer projects which are developed by nonprofits and which have perpetual affordability, the City uses “resale” provisions per 92.254(a)(5)(i) when HOME funds are used. During the HAP, the property must be sold to a low-income homebuyer. The original buyer of the HOME unit shall receive fair return on investment. The Burlington HOME program defines “fair return” by the following formula: Fair Return = Sale Price - Outstanding Mortgage Debt - 75% of the market appreciation (if any) + the capital improvement credit. The Program defines capital improvements as any investment in the house that is not considered maintenance. Items

like appliances, flooring, painting, roof, heating systems, electrical or plumbing are considered maintenance and not eligible. Most common capital improvements are finishing basements, adding decks, garages, sheds, square footage, baths, or upgrades in flooring or kitchens. This definition of “Fair Return” will typically return to the seller their original equity investment if the original purchase price is less than or equal to the sale price to the new buyer. In the event that a HOME “resale” unit sells for less than the original purchase price, then the difference comes from a reduction in the seller’s equity (from their down payment and/or reduction of loan principal). This is the equity sharing formula used by both the Champlain Housing Trust and Green Mountain Habitat for Humanity. The Burlington HOME program defines "affordable to a reasonable range of buyers" as a home where the sum of the annual loan principal, interest, taxes, and insurance is less than 33% of the household's annual gross income.

The Program shall not allow the resale of a HOME-assisted unit to a subsequent homebuyer who is not low-income. When a HOME-assisted homeownership unit that is encumbered (through the requirements of another funding source such as the Vermont Housing & Conservation Board (“VHCB”)) with covenants ensuring perpetual affordability for households below 80% of area median income is sold, resale provisions ensure compliance with the HOME affordability requirements during the HOME Affordability Period. HOME funds which go into homebuyer units are typically, but not always, grants. The Program does not recapture the HOME funds unless the VHCB covenants are extinguished and the affordability is no longer ensured. The only scenario where the Program can envision requiring repayment of the above funds is if a) the HAP had expired and b) the statewide funder, the VHCB (which requires permanent (99 Year) affordability), for whatever reason chose to extinguish their covenants and the project effectively was leaving the permanently affordable housing stock.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Multi-family projects developed by locally-based housing organizations that receive HOME funds for rehabilitation may utilize HOME funds to refinance existing debt, consistent with 24 CFR 92.206(b)(2), if they meet the following guidelines:

- Refinancing is necessary to permit or to continue affordability under 24 CFR 92.252;
- Rehabilitation is the primary eligible activity. A minimum of \$7,500 of rehabilitation per unit

is required;

- The grantee must demonstrate management capacity and practices that ensure that the long-term needs of the project can be met, and the targeted population can be served over an extended affordability period;
- The grantee must demonstrate that the new investment is being made to maintain current affordable units, to create greater affordability in current affordable units, or to create additional affordable units;
- The minimum HOME affordability period shall be 15 years, and all HOME-assisted projects developed by locally-based housing organizations are required to be perpetually affordable;
- Refinancing will be limited to projects that have previously received an investment of public funds;
- HOME funds may be used for refinancing anywhere in the City of Burlington;
- HOME funds cannot be used to refinance multi-family loans made or insured by any Federal program, including CDBG.

It is the policy of the City of Burlington HOME Program to provide information and otherwise attract eligible persons in the housing market area to available housing constructed or rehabilitated under the HOME Program without regard to race, color, national origin, sex, religion, sexual orientation, familial status, receipt of public assistance, or disability. The City of Burlington HOME Program incorporates the Equal Housing Opportunity logo in its letterhead, press releases and advertisements. For projects where five or more units are being assisted with HOME funds, grantees receiving HOME funds are required to contact one or more of the following agencies before filling vacancies during the HOME affordability period as stated in the HOME Program Loan/Grant agreement: local or State Housing Authority, Community Action agencies, area Mental Health and Developmental Disability agencies, area Office on Aging agencies, area homeless shelters, the Department of Social Welfare, Committee on Temporary Shelter, Vermont Center for Independent Living or any statewide handicapped accessibility clearinghouse, area AIDS service organizations, medical centers, schools, municipalities and any other social service agencies. Any advertisement of vacant rental or ownership units during the HOME Affordability Period must include the equal housing opportunity logo or statement. Advertising media may include newspapers, radio, television, brochures, leaflets, or simply a sign in a window. Housing borrowers, grantees or property management agents must display the fair housing poster in areas that are accessible to the public. Property owners or their management agents must maintain a file containing a record of all marketing efforts (e.g., copies of newspaper ads, copies of letters). The City's HOME Program monitors compliance as part of its ongoing monitoring process. Where noncompliance is discovered, the HOME

Program will provide technical assistance to secure voluntary compliance. If this proves unsuccessful, the HOME Program will refer aggrieved parties to appropriate entities to seek redress.

The City's HOME program uses the HOME affordable homeownership limits provided by HUD for homebuyer assistance and for rehabilitation of owner-occupied single-family housing. When using HOME funds with non-profit projects, the City accepts applications on a rolling basis and distributes funds as available to eligible and viable projects. Detailed information on applicant eligibility and how to apply can be found on the CEDO's website. The City does not limit or give preference to HOME applicants or beneficiaries.

***Substantial Amendment to the
2019 Action Plan for Housing & Community Development
City of Burlington, Vermont***

Amended: April 8, 2022

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This document is available upon request in alternative format for persons with disabilities.

Table of Contents

Executive Summary.....	3
Lead & Responsible Agencies.....	12
Consultation.....	14
Participation & Outreach.....	22
Expected Resources.....	30
Annual Goals & Objectives.....	35
Projects.....	42
Geographic Distribution.....	55
Affordable Housing.....	57
Public Housing.....	59
Homeless & Other Special Needs Activities.....	61
Barriers to Affordable Housing.....	68
Other Actions.....	70
Program Specific Requirements.....	75
Appendix.....	79

Note: this is the fifth amendment to our 2019 Annual Action Plan, a substantial amendment to adjust the proposed uses of the supplemental CDBG-CV award.

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The 2019 Action Plan explains how the City plans to spend the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) funds that the City receives from the U.S. Department of Housing & Urban Development (HUD), together with other leveraged resources, during the upcoming program year beginning on July 1, 2019. The national CDBG program is a principal revenue source to grow local communities and improve the quality of lives for low- and moderate- income residents. The HOME program is designed to create affordable housing for low-income households through building, buying, and/or rehabilitating housing for rent or homeownership.

The overall goal of these community planning and development programs is to develop viable communities by providing decent housing, expanded economic opportunities, and a suitable living environment, principally for low- and moderate-income persons. HUD administers these programs on a national basis and awards grants to entitlement communities and participating jurisdictions – including the City of Burlington – each year on a formula basis. The City in turn awards grants and loans to local nonprofits as well as providing direct services to residents and businesses through several CDBG-funded programs.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Affordable housing continues to be the City's highest overall priority under this Consolidated Plan. Cost of housing, age of the housing stock and a low vacancy rate are three significant factors that contribute to the need for affordable housing in Burlington. For both renters and owners, at all income levels and across all household types, cost burden is the most pressing housing problem. Fifty five percent of all low- and moderate-renter households are cost-burdened. Cost burden is most acute among extremely low-income renters with 57% paying more than 30% of their income for housing.

In the 2018 Consolidated Plan, it is noted that there are a total of 230 affordable units in the City whose affordability restrictions will expire during the Consolidated Plan. It is also noted that over 47% of the City's housing stock was built before 1950. The County rental vacancy rate, which is measured every six months by the firm of Allen & Brooks, runs below the national and regional rates, averaging between 2-4% over the last three years.

Due to these factors, the following initiatives are on the City's housing agenda during this 5 year Consolidated Plan: preserving as many affordable units as possible; creating new affordable units, renovating rental and owner-occupied affordable housing and promoting homeownership among income-qualified households. The City views investment of CDBG funds into activities that help residents to become and/or remain housed and living independently as an effective investment.

Economic opportunity is the City's next highest priority. As the state's largest city, Burlington must continue to be an economic engine for the region and state. The City uses CDBG to focus on job creation and retention through technical assistance for businesses, and to support low-income residents in business ownership through entrepreneurial training and loans. These effective and cost-efficient uses of CDBG resources create and retain businesses and jobs, leverage other resources, increase tax revenues to support City services, support local ownership, and revitalize neighborhoods.

The City has also historically used CDBG to address barriers to economic opportunity. Access to affordable, quality early child care is one example; this is an identified community priority and an activity with multiple long term impacts including: the ability of parents to get and keep a job, children's success in school, reduction of public safety costs, and ultimately the quality of the local workforce. In addition, low income persons need assistance in filing tax returns and developing financial literacy. The City chooses to be flexible in its funding choices in this area in order to respond to shifting needs and resources, emerging opportunities and crises, and changing economic conditions. Specific economic opportunity projects and activities are listed on pages in AP 38.

A suitable living environment is the City's third priority overall. The City has a limited capacity to fund social services out of municipal resources, and has historically used the maximum (15%) available CDBG resources to support the provision of social services by local nonprofits. The City also uses CDBG to support public facilities and infrastructure, as well as nonprofit facilities, where there is support for the project and no other resources. Finally, the redevelopment of brownfields is a priority for the City because it meets multiple objectives: it increases the tax base, reduces environmental hazards and, often, allows for the productive reuse of historic structures. These projects and activities can be found in AP 35 and AP 38.

Geographic Distribution

In general, Burlington targets its CDBG and HOME funds to the City's Neighborhood Revitalization Strategy Area. The Neighborhood Revitalization Strategy Area (NRSA) includes census tracts 3, 4, 5, 6 and 10 – roughly, the Old North End, downtown and the waterfront, Ward One including the Riverside Avenue corridor, and the area west of Pine Street down to Flynn Avenue. The NRSA is shaded in purple on the map below.



NRSA

Fifth Substantial Amendment to the 2019 Annual Action Plan

6

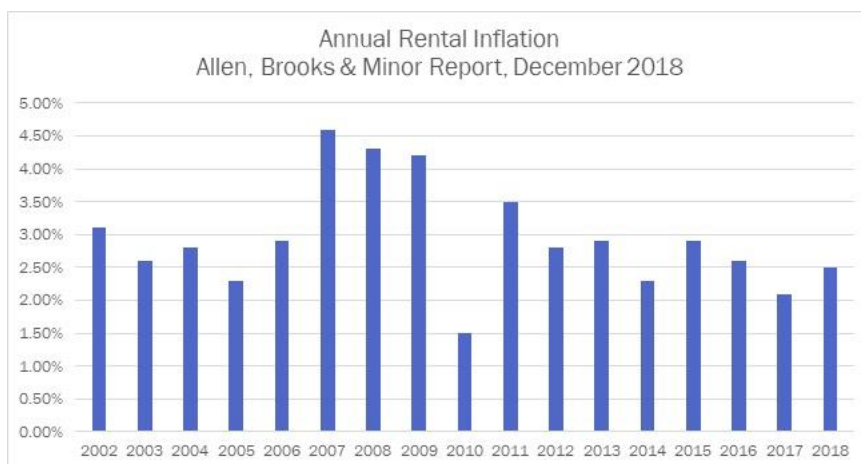
Rental Vacancy Rates



A rental vacancy rate between 3% and 5% is generally considered by most experts to be “balanced.” When it falls below that level, a lack of supply will lead to escalating rents, leave people unable to find housing, and limit economic growth. The local rental vacancy rate, measured twice a year by the Allen & Brooks Report, is running at 1.8% in Chittenden County as of December 2018, a .8% decrease from 2017 and below the ‘balanced’ range.

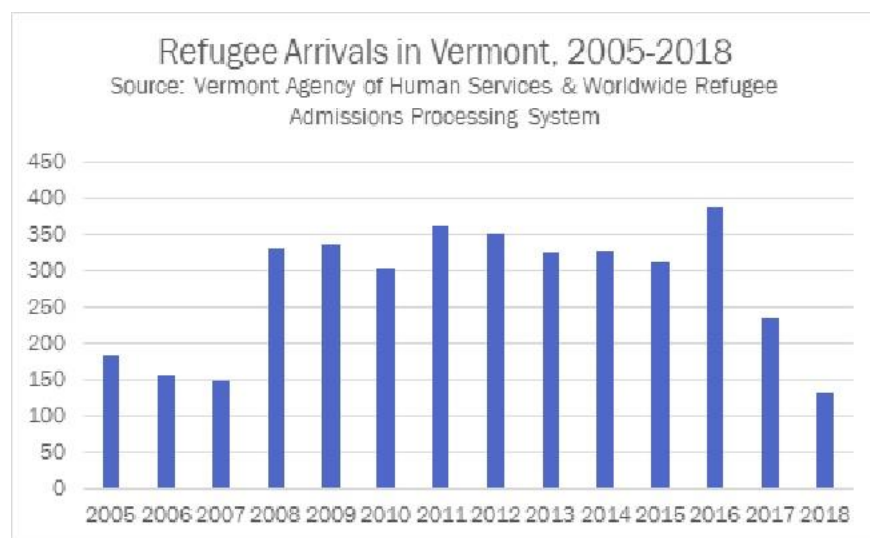
In all previous years, it ran well below national and regional rates which are reported by the Census Bureau and displayed in the graph above.

Annual Rental Inflation



The City of Burlington has a high percentage of renter households and the cost of rent increases at a significantly higher rate than that of homeownership. According to the 2016 Out of Reach study, the State of Vermont places 13th in the ability to afford a two-bedroom Fair Market Rate apartment. The annual income needed to afford a 2 bedroom apartment is over \$51,000 in the Burlington-South Burlington MSA; however the City of Burlington median household income is \$44,839.

Refugee Arrivals in Vermont



Burlington has seen major demographic changes in the last three decades. In 1980, Burlington was a city where 98.5% of its residents were white and only a half of one percent of residents didn't speak English proficiently. Now, 83.5% of city residents identify themselves as white and not Hispanic, representing a 15% change between 1980 and 2015. Much of this change has resulted from the resettlement of several thousand refugees in the Burlington area. Over 46 languages are spoken in the schools and the City. In Burlington schools, 35% are students of color; 16% take English Language Learner classes. According to the American Community Survey 2011-15 13.4% of Burlington households speak a language other than English at home, up from 10.4% in previous years. In South Burlington, that number is 12.1% and in Winooski that number is 15.3% up almost 2.5%. Winooski and Burlington represent the concentrations of immigrants in Chittenden County whose overall percentage of households speaking a language other than English is 9.1%.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 2019 Action Plan for the City of Burlington represents year 2 of the 5 Year 2018 - 2022 Consolidated Plan. Currently, the first year of the 2018 - 2022 Consolidated Plan has not been completed. Under the **Fifth** Substantial Amendment to the 2019 Annual Action Plan

previous 2013 - 2017 Consolidated Plan we have completed five program years, the narrative below summarizes the progress made on goals set in 2013.

Outcome - increase the availability of/access to decent housing. Two of our goals were met at or above 100%, one goal was met at 80%, and two goals were not met. With the new direction from HUD, the City's goal of 10 transitional units was not pursued. The goal of 36 new special needs units (for seniors) overlapped a completion of Thayer Commons in 2012 yet it went into the 2013 Consolidated Plan.

Outcome - Increase the affordability of decent housing: Two goals were met at or above 100% and the goal of producing new affordable homeowner units achieved 66% of the goal.

Outcome - increase the sustainability of decent housing: The goal of housing retention exceeded 100%. Two goals, preservation and upgrading housing and rehabilitation of homeowner units achieved over 85% of the goal whereas the rehabilitation of rental units reached 78% because one rehab project of over 50 units is still in the works.

Outcome - increase the availability of/access to economic opportunity: All goals were met at or above 100%.

Outcome - increase the sustainability of economic opportunity: One goal, access to resources, achieved over 100% of the goal set. The second goal of reducing economic barriers through child care achieved 57% of the goal because several early childhood education programs decided to no longer apply for CDBG funding.

Outcome - increase the availability of /access to a suitable living environment: Three of the 4 goals achieved 100% or above over the five years. One goal, provide public services for at risk population with food insecurity, only achieved 30% of the goal because the Food Shelf no longer applied for public services funding after the first year due to the change in delivery of CDBG funds.

Outcome - increase the sustainability of a suitable living environment: This goal achieved a 70% success rate with the number of facilities improved. Because renovation projects take a long time to plan and execute, there are 3 projects still in process which will be counted next year.

Overall, the City of Burlington achieved successful completion of 16 of the 23 goals set in 2013.

The City is spending 75% of its CDBG and HOME dollars on high priority activities to include most housing and economic development projects. The remaining 25% is spent on medium priority activities. Burlington continues to focus almost 96% of expenditures assisting low-and moderate income persons.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Community & Economic Development Office is the lead agency responsible for overseeing the development of the Action Plan and for administering the CDBG and HOME programs. The Citizen Participation Plan was followed for the development of this Plan. Public hearings were held in September 2018 and April 2019. The hearings were published in a local paper. Organizations were consulted, including the Continuum of Care.

The most meaningful way in which Burlington residents participate in the Action Plan process is their involvement in the nuts and bolts of spending decisions. Each of the City's eight wards (Neighborhood Planning Assemblies) elects a representative to the CDBG Advisory Board; and collectively, those residents have a majority voice in making recommendations to the Mayor about how to spend the City's CDBG funding each year. The NPAs are grassroots associations, created by City Charter, which exist in each of the City's wards and which meet monthly as organized, democratic forums where neighbors can learn about public issues that affect them and advise city government of their concerns and needs. The Board's recommendations have traditionally been adopted without change by the Mayor and City Council.

The City engaged in alternative public involvement techniques during the development of this Plan. The Plan was posted on the City's website and citizens were invited to comment via social media and email lists.

The public comment period began on April 10, 2019 and ended on May 10, 2019.

The public comment period for the amendment began on May 13th and ended June 1st, 2020. Both a shorter public comment period as well as virtual meetings are permitted per the revised Citizen Participation Plan. A virtual public hearing was held on May 18th, 2020 to present the draft substantial amendment to the 2019 Action Plan. On June 1st, 2020 the City Council approved the substantial amendment.

The public comment period for the second amendment began on October 16th and ended October 25th, 2020. Both a shorter public comment period as well as virtual meetings are permitted per the revised Citizen Participation Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

During the Public Hearing a City Councilor commented that the allocation process including the CDBG Advisory Board is an inclusive way to involve the public. A comment was received via email from the State Office of Economic Opportunity that more public service funds should be allocated to service match for permanent supportive housing.

Between May 13th and June 1st, 2020 three comments were received regarding the substantial amendment to incorporate supplemental CDBG-CV funds. At the May 18th City Council Meeting there were comments from three City Councilors, but no additional comments were made during the public hearing. As of 5/21/2020, the City received one written request for additional information from a City Councilor, as well as one additional written comment from Pathways Vermont between May 13th and June 1st, 2020.

The comments received can be summarized as follows:

- Councilors commented on their concern about CEDO administering rental assistance programs as it is a full-time task.
- CEDO should consider coordinating efforts with the State as they are close to developing a State-run rental assistance program.
- A portion of the housing assistance funds should be used for foreclosure assistance in the form of mortgage counseling
- There needs to be more data from organizations that reflects how every dollar of these funds is used and that it should only be used on Burlington residents
- Part of the City's COVID-19 funding should be used to support families and individuals experiencing homelessness

Between October 16th and October 25th, one comment was received regarding the second substantial amendment.

A minor amendment was made on February 12th, 2021. This was the 3rd amendment to the Action Plan. No comment period was required per our Citizen Participation Plan.

Between February 18th and March 6th, 2022 no comments were received regarding the 4th substantial amendment.

Between April 15th and May 15th, 2022 TBD comments were received regarding the 5th substantial amendment.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were accepted.

With relation to the 2019 Substantial Amendment to incorporate CDBG-CV funds in May 2020, the following comments were not incorporated:

- A portion of the funds should be used for foreclosure/mortgage counseling assistance
- Part of the City's COVID-19 funding should be used to support families and individuals experiencing homelessness

The comment received in May 2020 to provide foreclosure counseling was not incorporated because the City intends to work with existing partners that provide this service, supplementing their funding to the extent necessary once the scope of the need for foreclosures assistance in the form of mortgage counseling becomes more evident. The second comment to allocate part of the supplemental COVID funding to support families and individuals experiencing homelessness did not change the proposed allocation of funding, and was thus not incorporated. The City decided to keep to the originally proposed allocation of resources for rental assistance and small business relief as these activities could make the largest impact during this crisis with the limited resources available. The City remains committed to assisting Pathways Vermont to identify and secure funding sources for their Housing First program to support individuals experiencing homelessness.

There were no public comments regarding the 4th Substantial Amendment.

There were TBD public comments regarding the 5th Substantial Amendment.

7. Summary

To summarize, the following document represents the housing, community and economic development needs and priorities as well as the chosen projects and activities to implement for the City of Burlington's 2019 Action Plan, including the substantial amendments approved June 1st, 2020 and November 9th, 2020, March 7th, 2022 and TBD, 2022.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BURLINGTON	
CDBG Administrator	BURLINGTON	Community and Economic Development Office
HOPWA Administrator		
HOME Administrator	BURLINGTON	Community and Economic Development Office
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The Community and Economic Development Office (CEDO) is a department of the City of Burlington. The department engages our community to build an equitable, healthy, safe, and vibrant city with opportunities for all. CEDO staff members and programs seek to foster economic vitality; preserve and enhance neighborhoods, quality of life, and the environment; and promote equity and opportunity for all residents of Burlington. In support of its mission, CEDO works in partnership with citizens, the public and private sector, and other City departments to: strengthen the quality of life in Burlington's neighborhoods; preserve and develop decent, safe and affordable housing opportunities; maintain and improve the vitality of Downtown, the Pine Street area and neighborhood business districts; encourage a thriving business sector; foster job growth and employment opportunities; increase civic engagement and citizen participation; support the delivery of human services; and revitalize Burlington's waterfront.

CEDO is funded through Federal and State grants, the Housing Trust Fund and a portion of General Fund dollars. CEDO divisions include: Community, Housing and Opportunity Programs, Sustainable Housing and Economic Development, and the Community Justice Center. In addition, CEDO has administrative/fiscal staff.

Consolidated Plan Public Contact Information

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AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Burlington consults with numerous organizations in the development of the 5 Year Consolidated Plan, the Assessment of Fair Housing, and the Action Plan. The process includes formal and informal meetings, surveys, discussions and focus groups. The process of developing the Assessment of Fair Housing began in 2017 with a housing and neighborhood survey; the City received over 700 responses. The City also met with over 23 agencies, all of the Neighborhood Planning Assemblies, service beneficiaries, and residents in Burlington Housing Authority units. Over 2,400 postcards, in 3 different languages, were mailed to all residents of Burlington Housing Authority. This extensive outreach informed the strategic goals of both the Assessment of Fair Housing and the current 5 year Con Plan (2018-2023). It continued with a Public Hearing in September 2018 to hear community views on housing and community development needs, as well as comment on prior program year performance.

Between Dec. 2016 and July 2017, CEDO consulted with a number of groups, organizations and citizens, sharing or asking for data & for input on needs, priorities and other issues. Those groups & organizations included representatives of public and private agencies who serve children, seniors and people with disabilities, people living with HIV/AIDS, homeless and low-income residents. In addition, multiple housing agencies, health/mental health service agencies, regional & state government were consulted. In addition, a strong collaboration with United Way was developed regarding the application process.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

Since 1983, the City has dedicated much of its housing and community development resources to supporting a network of nonprofit organizations to act as partners in producing & preserving affordable housing & protecting the City's most vulnerable residents. This nonprofit infrastructure functions as the principal housing & social services delivery system to help the City move towards its housing goals & alleviating poverty.

The housing & community development mission of Burlington is carried out by several City departments, a restricted revenue account, a municipal board & 2 municipal corporations.

Best practices are implemented for enhanced agency coordination for several community initiatives. Collaboration begins with a focus on assembling the right people or agencies at the table, clearly defining roles and responsibilities, sharing a common mission and developing good communication. This basic collective impact model has been effective for current collaborations.

The Homeless Alliance developed a common agenda and embraced several best practices including using a common assessment tool for permanent supportive housing, prioritizing those units for the most vulnerable, implementing a community wait list and using a shared information management system with the Balance of State.

The Opioid Alliance represents a coordinated effort to include the Burlington Police Department, United Way of Northwest Vermont, Agency of Human Services, UVM Medical Center, Howard Center, the City and Dept. of Health along with other agencies. This collaboration relies on a collective impact approach, sharing data and coordinating between agencies.

One successful collaboration recently gained regional and national attention. In recognition that Housing is Health Care, Champlain Housing Trust, along with the UVM Medical Center, United Way of Northwest Vermont, Burlington Housing Authority, Community Health Centers of Burlington's Safe Harbor Clinic, Agency of Human Services, the Chittenden County Homeless Alliance and other partners purchased a former motel and renovated the property into 19 units of permanent supportive housing. Beacon Apartments quickly housed 19 vulnerable homeless neighbors from our community waitlist using Shelter plus Care vouchers to keep them housed along with wrap around case management on the premises as a best practice.

Members of the City government (multiple departments) and representatives of the University of Vermont, Champlain College, and University of Vermont Medical Center routinely meet with constituents, nonprofit representatives and land owners to address shared housing and community development challenges

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Chittenden County Homeless Alliance consists of a consortium of nonprofit organizations, local businesses, and local/state/federal agencies in the greater Burlington metropolitan area, with the City of Burlington's Community and Economic Development Office (CEDO) serving as the Collaborative Applicant. The Alliance meets quarterly with the Steering Committee meeting monthly. The Alliance coordinates services for families, youth and single adults who are homeless; coordination between the agencies is enhanced with member participation on both the steering committee and sub-committee levels.

The CoC coordinates the implementation of a housing and service system from outreach to housing to services that meet the needs of homeless individuals and families. Street outreach, Vermont 211, daytime shelter and meals all serve to reach the homeless and identify services/needs, including housing placement. Housing providers work to rapidly re-house or provide housing as quickly as possible & stabilize, while supportive service agencies provide case management and connect with additional

services. Providers serve the chronically homeless, families with children, veterans, unaccompanied youth & those at risk of homelessness.

Member agencies work together to meet the needs of chronically homeless, and recent efforts include an improved system of outreach, prioritization of resources, coordinated entry along with increased permanent supportive housing options for chronic homeless & support services. An emphasis includes housing retention (with services and case mgt) due to a low vacancy rate in this jurisdiction. Agencies work with local landlords to reduce the barriers of renting to chronically homeless.

The CoC providers work to identify, move into stable housing, & provide essential services for households with children who are homeless. Each CoC program that serves children has children's advocates or specially trained staff to ensure that the children's need for safety, nurturing, education, and stability are met.

The CoC partners with local, state & federal organizations to combat homelessness among veterans. Outreach has increased to local veterans at the local shelters. Previously un-identified veterans were enrolled in VA care & many are now housed through VA housing programs.

A continuum partner provides emergency services to youth ages 16-22 who have run away, are homeless, or at risk of homelessness. Supported housing includes emergency shelter and transitional housing for youth who have left foster care & are homeless. Youth are provided with individual/family counseling, mental health/substance abuse assessment and treatment, case management, medical services, educational planning, employment support, life skills, jobs training, and mentoring. Another local program provides job and life skills training to at-risk youth while helping them complete their high school education.

CDBG funds have been targeted to address emerging needs identified through the COC, Entitlement 17 Public Service funds were used to fund housing navigation for permanent supportive housing programs.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

ESG funding allocations are made by the State of Vermont. Several state offices, including the Office of Economic Opportunity which administers ESG participate actively in the CoC and its numerous committees, including strategic planning and coordinated entry. VT's Emergency Solutions Grant funds are blended with state funds and administered under the Housing Opportunity Grant Program. This year, there were 6 organizations in the CoC that received funding. Funding decisions are based on thorough knowledge of this Continuum's operations and priorities, with an emphasis on how best to realize value for investment. The State solicits specific feedback from the CoCs and stakeholders through

presentations, discussions, and surveys regarding priorities and how to allocate ESG funds to eligible activities as well provide an annual review of funding priorities and performance.

The Chittenden Homeless Alliance has developed a single HMIS with the Vermont Balance of State including joint governance, policies and procedures. One of our CoC-funded projects supports the HMIS lead of the Institute of Community Alliances. The Alliance is working to expand the number of agencies using HMIS, coordinated entry and a community wait list. The Alliance members use ServicePoint HMIS and the CoC will utilize reports and information for strategic planning,

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	CHAMPLAIN VALLEY OFFICE OF ECONOMIC OPPORTUNITY
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Health Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Anti-poverty Strategy Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This Agency was consulted on needs, progress, and upcoming goals.
2	Agency/Group/Organization	COMMITTEE ON TEMPORARY SHELTER
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress, and upcoming goals.
3	Agency/Group/Organization	CHAMPLAIN HOUSING TRUST
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted on needs, progress, and upcoming goals.
4	Agency/Group/Organization	Vermont Agency of Human Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Coordination of funds and services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was involved in the review of potential CDBG projects and consulted on upcoming goals and strategies.
5	Agency/Group/Organization	Continuum of Care
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Members of the Continuum were consulted to update homeless progress, strategies, and goals. They were also consulted to review and comment on the Plan.
6	Agency/Group/Organization	BURLINGTON HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs HOPWA Strategy

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency was consulted for the needs assessment, market analysis, and status of public housing programs.
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Identify any Agency Types not consulted and provide rationale for not consulting

There were no agencies not consulted in our process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	CEDO	The goals to prevent homelessness, rapidly re-house the homeless, provide for basic needs, increase permanent housing overlap with our Strategic Plan goals to preserve affordable housing units, increase permanent supportive housing beds, protect the vulnerable through public services to the homeless and anti-poverty strategies.
planBTV	City of Burlington - Planning & Zoning	The goals of economic development and increasing housing options overlap with planBTV's goals and recommendations for the City of Burlington and the downtown/waterfront areas.
ECOS	Chittenden Regional Planning Commission	There is a coordination with regional transportation and CEDS (Comprehensive Economic Development Strategy) for the City and then the County as a whole.
Housing Action Plan	CEDO	The goals of the Housing Action Plan are incorporated in the strategic plans for affordable housing and addressing the barriers to housing across the economic spectrum.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Continuum partners include agencies representing health which include the University of Vermont Medical Center and Community Health Centers of Burlington; agencies representing mental health and youth facilities (Howard Center and Spectrum); economic services, temporary assistance and food stamps (AHS – Economic Services). Other divisions within City Government include victim services, lead program and housing services. Additionally, the private sector enhances the City's community development and housing efforts. Architects, engineers and attorneys assist nonprofit developers by providing skills and services to implement housing projects. Burlington's banks have responded to a changing market and changing obligations under the federal Community Reinvestment Act by finding a number of innovative ways of support new housing models, housing organizations and approaches to affordable housing production. Local lenders also support neighborhood revitalization and small business development, financial education, and free tax preparation services for low-income taxpayers. The Burlington business community has been actively represented on most community advisory committees. They have provided resources and opportunities for residents to improve their quality of life.

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

A public hearing was held in the fall of 2018 to review the achievements published in the Consolidated Annual Performance and Evaluation Report (CAPER) and also hear any citizen input on housing and community development needs for the City. A notice about the availability of funds was published online and in Seven Days in December of 2018 and a direct email notice provided to over 100 nonprofits, City departments and residents about the funding. An informational workshop was held for applicants. All applications are published online on the City of Burlington's website. The CDBG Advisory Board held three meetings in December 2018 – March 2019 to review all applications; the Board is comprised of representatives from the local Neighborhood Planning Assemblies, Mayoral selections, representatives of state agencies and local grant making agencies. These citizens make the recommendations on how to spend CDBG funds locally, and these recommendations are conveyed to the Mayor and City Council. These recommendations are the foundation for the Action Plan. The recommendations of the Advisory Board are published online along with the draft Action Plan. An advertised public hearing was held on May 13, 2019 on housing and community development needs in the City, the Advisory Board recommendations, and the draft Action Plan. The Plan was available for public comment for 30 days with outreach on social media (Facebook and Twitter) and the City of Burlington's website. These numerous efforts were made to broaden citizen participation in the City.

In response to the COVID-19 pandemic \$450,256 of supplemental CDBG funds were made available to the City of Burlington in April 2020 through the Coronavirus Aid, Relief and Economic Security Act (CARES Act). A second tranche in the amount of \$293,349 was made available September 2020. The CDBG-CV grant provided funding for grants to prevent, prepare for, and respond to needs arising from the coronavirus. Based on its understanding of emergent needs, the City administration proposed the uses for these funds in this amendment.

For the first tranche of CDBG-CV funding, an advertised public hearing was held on May 18, 2020 on housing and community development needs in the City and the draft Action Plan. The Plan was available for public comment for 20 days with outreach on social media (Facebook and Twitter) and the City of Burlington's website. These numerous efforts were made to broaden citizen participation in the City. For the second tranche of CDBG-CV funding, an advertised public hearing was held on October 21st, 2020 on housing and community development needs in the City and the draft Action Plan. The Plan was available for public comment for 10 days with outreach on social media (Facebook and Twitter) and the City of Burlington's website. These numerous efforts were made to broaden citizen participation in the City.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	In September of 2018, the City held a Public Hearing in conjunction with City Council and received several positive comments regarding the use of CDBG funds and the accomplishments. There were all 12 council members present, the Mayor, the City Attorney, the CAO and approximately 25 members of the public. The meeting was also broadcast on the	Council members commented on the need for affordable housing, and funding to address the opioid epidemic, they had questions about rental assistance and using CDBG funds for service match, as well as the impact of student housing on the housing market.		

			local government channel.			
2	Newspaper Ad	Non-targeted/broad community	Notice of funding availability for the 2019 CDBG Action Plan was advertised on November 21, 2018 in the Seven Days paper to the general public.	Not applicable	Not applicable	
3	Public Meeting	Nonprofits & Potential Grantees	One workshop was held for potential grantees in December, 2018 to offer technical assistance. Approximately 10 people attended from a variety of nonprofits.			
4	Internet Outreach	Non-targeted/broad community	The applications for CDBG funding were placed on the CEDO/City of Burlington website from the end of January through the end of March. At the	No comments have been received.	Not applicable	www.burlingtonvt.gov/CEDO

			end of March, the applications recommended for funding were also noted on the website. The applications remain available for view online.			
5	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on April 10th as a legal notice for the public meeting on May 13th and the opening of the public comment period for the 2019 Action Plan.			
6	Internet Outreach	Non-targeted/broad community	The 2019 Action Plan was published online on the CEDO/City of Burlington website during the public comment period. Over 100 individuals and	A comment was received from the State OEO strongly encouraging more public service funds to be allocated to supportive services for		

			nonprofits, in addition to the CoC, received an email link to the Plan.	permanent supportive housing to match existing COC rental assistance, and emphasizing the need for supportive services funds for the homeless.		
7	Public Hearing	Non-targeted/broad community	A public hearing was held on Monday, May 13th. Attendance included all the City Council and the Mayor as well as members of the public.	A City Councilor commented that our allocation process, which uses the recommendations of the volunteer CDBG Advisory Board is an excellent and equitable practice.		
8	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on May 13 th , 2020 as	A written comment was received on May 22 nd that	The comment to increase the funding to support	

			a legal notice for the public meeting on May 18 th , 2020 and the opening of the public comment period for the 2019 Action Plan Substantial Amendment.	requested that part of the City's COVID-19 funding should be used to support families and individuals experiencing homelessness.	individuals experiencing homelessness did not result in a change to the proposed activities for the CV supplemental funds because the funding available was less than the scope of the community needs, and the difficult decision was made to prioritize rental assistance and small business relief.	
9	Public Hearing	Non-targeted/broad community	A virtual public hearing was held on Monday, May 18 th , 2020. Attendance included all the City Council and	• Councilors commented on their concern about CEDO administering rental assistance programs as it is a full-time task. • CEDO should consider coordinating	We will not dedicate a portion of the housing assistance funds for foreclosure assistance in the form of mortgage counseling as there is not enough information available on the scope of this problem to justify an	https://www.youtube.com/watch?v=SC9W8U2HNpc

			the Mayor as well as members of the public.	efforts with the State as they are close to developing a State-run rental assistance program. • A portion of the housing assistance funds should be used for foreclosure assistance in the form of mortgage counseling. There needs to be more data from organizations that reflects how every dollar of these funds is used and that it should only be used on Burlington residents.	CDBG-funded activity at this time.	
10	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on Wednesday October 14 th , 2020 as a legal notice for the public meeting on October 21 st , 2020 and announcing the opening of the public comment period for the	A written comment was received on October 22 nd that stated "I would suggest that you review the amount of funds that have been used to date by landlords and tenants from the Vermont State Housing	The City will follow the suggestion of the comment in the preparation for the rental assistance program with the CDBG-CV funds.	

			Second 2019 Action Plan Substantial Amendment.	Authorities rental assistance program to determine what funds might be needed through the next 6 months in Burlington.”		
11	Public Hearing	Non-targeted/broad community	A virtual public hearing was held on Wednesday, October 21st, 2020. Attendance included various councilor and members of the public.			
12	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on Wednesday February 23rd, 2022 as a legal notice for the Action Plan Substantial Amendment.	No comments were received	Not applicable	
13	Public Hearing	Non-targeted/broad community	A virtual public hearing was held on Thursday,			

			February 17 th , 2022. Attendance included various councilor and members of the public.			
14	Newspaper Ad	Non-targeted/broad community	An ad was placed in Seven Days newspaper on Wednesday April 15, 2022 as a legal notice for the Action Plan Substantial Amendment.	TBD comments were received	Not applicable	
15	Public Hearing	Non-targeted/broad community	A public hearing was held on Monday, May 9, 2022. Attendance included City Council, City Staff and members of the public.			

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In this section, the City identifies the federal, state, local, and private resources expected to be available to the jurisdiction to address the priority needs and specific objectives in the Strategic Plan. The City's Entitlement includes CDBG and HOME funds. The City has also received a \$2.4 million dollar Healthy Homes Lead Grant. There are local agencies that receive Essential Services Grant funding from the state. The City is the Collaborative Applicant for the McKinney-Vento Homeless Assistance Act funds but does not receive this funding; it goes directly to the local providers.

In response to the COVID-19 pandemic \$450,256 of supplemental CDBG funds were made available to the City of Burlington through the Coronavirus Aid, Relief and Economic Security Act (CARES Act) The CDBG-CV grant provided funding for grants to prevent, prepare for, and respond to needs arising from the coronavirus. The proposed uses for the \$450,256 in supplemental funding is presented in this amendment. A second tranche in the amount of \$293,349 was made available September 2020. The proposed uses for the additional \$293,349 is presented in this second amendment.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	783,216	191,743	17,442	992,401	2,160,000	The City expects to leverage significant federal, state, local and private resources over the course of the Consolidated Plan.
CDBG-CV1	public - federal	Admin and Planning Economic Development Public Services	 \$450,256	 \$0	 \$0	 \$450,256	 \$0	CDBG-CV1 will be used to prevent, prepare for, and respond to needs arising from the coronavirus.
CDBG-CV3	public - federal	Admin and Planning Economic Development Public Services	 \$293,349	 \$0	 \$0	 \$293,349	 \$0	CDBG-CV3 will be used to prevent, prepare for, and respond to needs arising from the coronavirus.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	427,103	0	133,041	560,144	1,619,010	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City anticipates that approximately \$12.9 million in Low Income Housing Tax Credits (not all allocated in the City) \$ 17 million in Section 8 resources, and \$1.1 million (\$5.7 million over 5 years) in McKinney-Vento Homeless Assistance Act will be available to address needs and objectives identified in the Plan. (These are not resources that the City receives or controls.) The City also received a \$2.9 million dollar Healthy Homes Lead Grant.

Overall, the City expects to leverage \$23,8 million in state, local, private and other federal resources for its CDBG- and HOME-funded activities. These are funds that the City and its subgrantees expect to raise for their budgeted activities as well as funds that the City expects outside entities to invest in development activities.

The City will meet or exceed the requirement that “contributions must total not less than 25% of funds drawn from the jurisdiction’s HOME

Investment Trust Fund Treasury account in that fiscal year,” excluding funds drawn for administrative and planning costs pursuant to 24 CFR 92.207. Sources of matching funds include, but are not limited to, the Vermont Housing and Conservation Trust Fund, the Burlington Housing Trust Fund, waiver of impact fees, and private debt financing secured by property owners and nonprofit organizations.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There is no City owned land or property that is appropriate to be used to address the needs identified in the Plan.

Discussion

No changes were made to this section for this amendment.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	DH 2.1 Acquire/Rehab - Rental or Owner Units	2018	2022	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	AFH - Maintain or Preserve Affordable Housing	CDBG: \$121,488 HOME: \$85,420	Rental units rehabilitated: 60 Household Housing Unit Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	DH 1.4 Promote new homeownership buyer assist	2018	2022	Affordable Housing	City-Wide	AFH -Housing Resources to LMI residents, homeowner	CDBG: \$0 HOME: \$0	Direct Financial Assistance to Homebuyers: 5 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	DH 2.2 Protect the Vulnerable - Lead Hazard	2018	2022	Affordable Housing	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	AFH - Maintain or Preserve Affordable Housing AFH -Housing Resources to LMI residents, homeowner	CDBG: \$25,000	Rental units rehabilitated: 56 Household Housing Unit Homeowner Housing Rehabilitated: 4 Household Housing Unit
4	DH 1.1 Protect the Vulnerable - New Perm Supp Hous	2018	2022	Affordable Housing Homeless	City-Wide	AFH - Increase Affordable Housing Opportunities	CDBG: \$0 HOME: \$0	Housing for Homeless added: 0 Household Housing Unit
5	DH1.2 Protect the Vulnerable New Special Need Hsng	2018	2022	Affordable Housing Non-Homeless Special Needs	City-Wide	AFH - Increase Affordable Housing Opportunities	HOME: \$298,973	Rental units constructed: 70 Household Housing Unit
6	DH 1.3 Create New Affordable Housing	2018	2022	Affordable Housing	City-Wide	AFH - Increase Affordable Housing Opportunities	CDBG: \$80,000 HOME: \$0	Rental units constructed: 0 Household Housing Unit
7	DH 3.1 Protect the Vulnerable Hsng Retention Svcs	2018	2022	Affordable Housing Homeless Non-Homeless Special Needs	City-Wide	AFH - Maintain or Preserve Affordable Housing AFH -Housing Resources to LMI residents, homeowner	CDBG: \$0 HOME: \$0 CDBG-CV: \$40,000	Public service activities for Low/Moderate Income Housing Benefit: 225 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	EO 1.1 Support Microenterprises	2018	2022	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	AFH - Increase Employment/Economic Opportunities	CDBG: \$40,000 HOME: \$0 CDBG-CV: \$24,834	Businesses assisted: 40 Businesses Assisted
9	EO 1.2 Retain/Create Jobs	2018	2022	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	AFH - Increase Employment/Economic Opportunities	CDBG: \$0 HOME: \$0 CDBG-CV1: \$0	
10	EO 1.3 Reduce Economic Barriers - Early Childhood	2018	2022	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Reduce Barriers to Economic Opportunities	CDBG: \$58,018	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
11	EO 1.4 Reduce Economic Barriers - Access Resources	2018	2022	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Reduce Barriers to Economic Opportunities	CDBG: \$34,464 CDBG-CV3: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 720 620 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	SL 1.1 Provide Public Services Homeless	2018	2022	Homeless	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide	Provide Public Services to At Risk Population Protect the Vulnerable	CDBG: \$0 HOME: \$0 CDBG-CV: \$122,321	Public service activities for Low/Moderate Income Housing Benefit: 538 Households Assisted Homeless Person Overnight Shelter: 350 Persons Assisted
13	SL 1.2 Provide Public Services	2018	2023	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Provide Public Services to At Risk Population Protect the Vulnerable	CDBG: \$25,000 CDBG-CV: \$408,051	Public service activities other than Low/Moderate Income Housing Benefit: 801 Persons Assisted
14	SL 1.3 Improve Public Facilities & Infrastructure	2018	2022	Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Improve Public Facilities or Infrastructure	CDBG: \$412,972	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 42000 Persons Assisted
15	SL 1.4 Remediation of Brownfields	2018	2022	Affordable Housing Non-Housing Community Development	NEIGHBORHOOD REVITALIZATION STRATEGY AREA	Clean-up of Contaminated Sites	CDBG: \$35,000 HOME: \$0	Brownfield acres remediated: 1 Acre

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
16	Planning and Administration	2018	2022	Planning, Administration, Fair Housing	City-Wide	Planning and Administration	CDBG: \$156,643 HOME: \$42,710 CDBG-CV: \$148,399	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	DH 2.1 Acquire/Rehab - Rental or Owner Units
	Goal Description	During this Action Plan CDBG funds will be used for the rehabilitation of multiple CHT rental units as well as CEDO's Housing Improvement Program for homeowners. HOME funds will be used for preservation of affordable housing through acquisition or rehabilitation.
2	Goal Name	DH 1.4 Promote new homeownership buyer assist
	Goal Description	Although no CDBG funds will be allocated, it is anticipated that 5 LMI households will achieve homeownership via the Section 8 Homeownership Program or CHT's Shared Equity Program.

3	Goal Name	DH 2.2 Protect the Vulnerable - Lead Hazard
	Goal Description	During this Action Plan, 56 rental units and 4 homeowner units will receive lead hazard reduction services.
4	Goal Name	DH 1.1 Protect the Vulnerable - New Perm Supp Hous
	Goal Description	At Laurentide, 11 new units will be created, anticipated units were included in last years 2018 Action Plan Goal Outcome Indicators, to avoid duplication they are not projected here.
5	Goal Name	DH1.2 Protect the Vulnerable New Special Need Hsng
	Goal Description	During this Action Plan HOME funds will be used for the 70 unit Juniper Apts. affordable housing development.
6	Goal Name	DH 1.3 Create New Affordable Housing
	Goal Description	During this Action Plan CDBG funds will be used for the 76 unit Laurentide affordable housing development, anticipated units were reported in the 2018 Action Plan Goal Outcome Indicators, to avoid duplication they are not reported here. For reporting purposes 11 of those units will be counted under the DH 1.1 goal - PSH for the homeless, but all funding will be accounted for under this goal.
7	Goal Name	DH 3.1 Protect the Vulnerable Hsng Retention Svcs
	Goal Description	Under the previous 2018 Action Plan, funds were allocated for a 2-year program to assist seniors to live independently through homesharing and senior services. Although no 2019 funds have been allocated program outcomes will extend into this year. CDBG-CV funds will be used for rent relief for LMI households. The City shall collaborate closely with the State of Vermont on rent relief program design and implementation to ensure efficient and cost effective program delivery. The City may elect to not administer this program and, after an appropriate procurement process, may elect to use the same entity as the State's to administer its rent relief program.
8	Goal Name	EO 1.1 Support Microenterprises
	Goal Description	During this Action Plan the City will allocate funds to two microenterprise programs with a focus on businesses impacted by coronavirus, refugees, and businesses within the NRSA.

9	Goal Name	EO 1.2 Retain/Create Jobs
	Goal Description	CEDO's Sustainable Economic Development program will deliver revolving loans and technical assistance to larger businesses who will retain or create jobs.
10	Goal Name	EO 1.3 Reduce Economic Barriers - Early Childhood
	Goal Description	During this Action Plan CDBG funds have been allocated to two early childhood education programs.
11	Goal Name	EO 1.4 Reduce Economic Barriers - Access Resources
	Goal Description	During this Action Plan, CDBG funds have been allocated to a workforce development program and the Volunteer Income Tax Assistance program to reduce barriers to economic resources and opportunities. CDBG-CV funds have been allocated to develop and implement food access programs.
12	Goal Name	SL 1.1 Provide Public Services Homeless
	Goal Description	Although no CDBG funds will be allocated, two programs funded during the 2018 Action Plan will continue to provide services for survivors of domestic violence, as well as provide housing first case management services for persons experiencing homelessness who will receive Shelter + Care vouchers for PSH. These programs were funded for two years, so their outcomes will be reported at the end of the 2019 program year. CDBG-CV funds will be used for various programs to provide services to respond to the increase in homelessness since the onset of the pandemic.

13	Goal Name	SL 1.2 Provide Public Services
	Goal Description	During this Action Plan, CDBG funds will be allocated to an outreach youth services program. CDBG-CV funds have been allocated to: (1) Assist and mentor students during Covid related remote learning. (2) Support a digital literacy program for New Americans and ONE residents to prepare them to advance in employment and/or education (3) Support a telehealth program to expand telehealth services to hard to reach populations such as senior citizens and BIPOC communities. (4) Fund Substance Abuse Recovery programs
14	Goal Name	SL 1.3 Improve Public Facilities & Infrastructure
	Goal Description	During the 2019 Action Plan, CDBG funds have been allocated for the renovation of a neighborhood community center and infrastructure and Public Facility improvements in the NRSA.
15	Goal Name	SL 1.4 Remediation of Brownfields
	Goal Description	During this Action Plan, CDBG funds have been allocated to brownfield remediation, with a focus on economic development and affordable housing within the NRSA.
16	Goal Name	Planning and Administration
	Goal Description	To support the capacity of the nonprofit institutional delivery structure in the City; pursue state and federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.

Projects

AP-35 Projects – 91.220(d)

Introduction

This part of the Action Plan provides a summary of the eligible projects and activities that will take place during the program year to address the priority needs and specific objectives outlined in the Strategic Plan. The eligible projects are associated with at least one priority need and at least one or more goals. During this Consolidated Plan, most activities will be grouped, whenever possible, into larger projects to highlight the themed target areas for funding. In addition, HUD has provided Goal Outcome Indicators to describe the planned accomplishments for each project.

This section also presents the use of \$450,256 of supplemental CDBG CV funds added to the Action Plan through a substantial amendment. These funds will support a new project to prevent, prepare for, and respond to needs arising from the coronavirus. Specifically, the proposed programs will support the low-moderate income individuals, families and businesses impacted by the coronavirus.

This section also presents the use of the second tranche of supplemental CDBG CV funds in the amount of \$293,349. These funds were added to the Action Plan through a second substantial amendment. These funds will support new projects to prevent, prepare for, and respond to needs arising from the coronavirus. Specifically, the proposed programs will support the homeless, low-moderate income individuals, families and businesses impacted by the coronavirus.

Projects

#	Project Name
1	Housing and Homelessness Services
2	Preserving & Increasing Affordable Housing Opportunities
3	Non-Homeless Housing Retention
4	MicroEnterprise Assistance
5	Burlington's Sustainable Economic Development Program
6	Neighborhood Development
7	Burlington Brownfields Program
8	Public Service Economic Opportunity
9	Childcare & Early Childhood Education
10	Youth Services
11	CDBG and HOME Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved

needs

The all-volunteer CDBG Advisory Board followed both the City's Anti-Poverty Strategy and Consolidated Plan priorities in their review of project applications

- CDBG Public Services areas were clustered in two groups, and each year applications are requested for a particular grouping. Two-year grants will be funded from the applications received each year. A minimum of 80% of the available funding will be earmarked for these 2-year grants for the themed impact areas. Programs will not be eligible to reapply until their area opens again, most likely in two years. This year applications were sought for Early Childhood Education and Youth Services Programs. Economic opportunity programs could apply for the remaining 20% of available funding as annual (1-year) grants.

More focus will be placed on impact and moving people out of poverty and not numbers served. In addition, emphasis will be placed on projects that demonstrate efficiencies or collaboration, or a project proposal seeking to implement such efficiencies.

The biggest obstacle to addressing underserved needs continues to be insufficient resources. The City will continue to pursue additional federal, state and private resources but does not expect to overcome the obstacle of shrinking public resources. The City will also continue to work with partners to leverage funds, prioritize resources for those in greatest need and engage in collective impact initiatives.

Other obstacles to meeting underserved needs include:

- Limited land available in the city for housing and commercial development;
- Community tension between the need for development and the desire to preserve the status quo, between the need to rehabilitate and maintain the housing stock and the desire for architectural and historic preservation;
- The requirements around criminal, eviction and credit histories in rental housing placement and hoarding / housekeeping issues, as well as no cause eviction, in rental housing stability;
- The lack of availability of transportation, especially for residents with special needs and for second shift and weekend work, exacerbated by a regional mismatch in the balance of job growth and housing development;
- Benefits “cliffs” which, together with a lack of understanding among residents, businesses and service providers about the asset and earnings limits that often vary between different income support programs, are a disincentive to increased earnings;
- Lack of small-scale risk capital financing;
- Non-accessible, and therefore non-functional, space in vacant upper stories of existing buildings; and
- A regional imbalance between the growth of regional employment and tax revenues and the budgetary burdens associated with its high concentrations of low-income residents, magnified

by the high proportion of tax-exempt property within the City.

CDBG-CV funds were not awarded to Burlington until after the Advisory Board process was complete. The funds allocated to meet a number of needs arising from the Coronavirus pandemic.

2019 CDBG Applicants - Public Service

Proj #	Project/Program	Organization	Amount Requested	Recommended Award
	Early Childhood Ed/Childcare			
PS1	ECHO Early Learning**	ECHO	\$50,000	\$31,000
PS2	Lund Early Childhood Ed Program**	Lund	\$40,000	\$27,018
	Youth Services			
PS3	Elementary Afterschool Program**	Sara Holbrook Community Center	\$25,000	\$25,000
PS4	Dream Summer Daycamp Scholarships**	The Dream Program Inc	\$40,000	\$0
	Economic Opportunity			
PS5	YouthBuild	ReSource	\$15,000	\$0
PS6	Volunteer Income Tax Assistance Program	CVOEO -Chittenden Community Action	\$10,000	\$10,000
	** Two Year Grants	TOTAL AMOUNT REQUESTED	\$180,000	
	*ESTIMATE	AMOUNT AVAILABLE ENT 19	\$93,018	\$93,018
		DIFFERENCE	(\$86,982)	

2019 CDBG Applicants - Development

Proj #	Project/Program	Organization	Amount Requested	Recommended Amount
	Housing			
D1	Laurentide Apartments aka Cambrian Rise	Champlain Housing Trust	\$100,000	\$80,000
D2	BRHIP/ONE	Champlain Housing Trust	\$30,000	\$23,811
	Neighborhood Development			
D3	St. Joseph's Community Center aka Old North End CC	Champlain Housing Trust	\$227,000	\$185,044
D4	CHCB Safe Harbor Health Center Infrastructure Upgrade	Community Health Centers of Burlington	\$53,940	\$0
	Economic Development			
D5	Womens Small Business Program	Mercy Connections	\$65,000	\$0
D6	Financial Futures Micro Business Dev. Program	CVOEO	\$57,824	\$40,000

		TOTAL AMOUNT REQUESTED	\$533,764	
	*ESTIMATE	DEV FUNDS AVAILABLE - ENT 19	\$328,855	\$328,855
		DIFFERENCE	(\$204,909)	\$0

2019 CEDO CDBG Applications

Project/Program	Organization	Amount Requested	Recommended Amount
Public Service - Econ Opportunity			
Preparing Targeted Populations for Construction Jobs	CEDO	\$25,000	\$24,464
Development - Neighborhood Development			
Neighborhood Revitalization Strategy	CEDO	\$45,000	\$40,000
Burlington Brownfields Program	CEDO	\$35,000	\$35,000
Development - Housing			
Affordable Housing Initiatives	CEDO	\$100,000	\$97,678
CEDO Lead Program	CEDO	\$25,000	\$25,000
	TOTAL REQUESTED	\$230,000	\$222,142
	ENT 19 Funds Available	\$204,700	
	Unspent ENT 18 Funds	\$17,442	
	Total Available Funds	\$222,142	

2019 HOME Projects

Project	Organization	HOME FUNDS
Juniper Apts. at Cambrian Rise	Cathedral Square	\$298,973*
CHDO Operating Grant	Champlain Housing Trust or Cathedral Square Corporation	\$21,355
CHDO 2018 Reserve Project	Champlain Housing Trust or Cathedral Square Corporation	\$64,065

*With assumption that \$408,040 in M17 and M18 HOME will go to this project

2019 CV Projects

Activity Name	Implementor/Recipient	Amount	Amount Requested
Public Service - Housing and Homelessness			
Housing Assistance Support	CHT	\$40,000	\$40,000
Steps	Safe Tonight	\$59,321	\$59,321
Pathways	Expanding Housing First Services	\$35,000	\$35,000
ANEW Place	Independence Place	\$28,000	\$28,000
Public Service - Economic Opportunity			
Food Access Program	Feeding Chittenden	\$24,500	\$24,500
Youth Programming	Sara Holbrook	\$80,000	\$80,000
Adult Digital Literacy	Vermont Adult Learning	\$65,000	\$65,000
Expanded Access to Telehealth Services	Cathedral Square	\$10,500	\$10,500
CEDO	Preparing Targeted Populations for Construction Jobs	\$75,000	\$75,000
Vermonters for Criminal Justice Reform	VCJR Recovery Center	\$153,051	\$300,000
Development - Microenterprise Assistance			
Microenterprise Grants	Various	\$24,834	\$24,834
Development - Microenterprise Assistance			
Planning & Admin	CEDO	\$148,399	\$148,399
Total:			\$743,605

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing and Homelessness Services																	
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide																	
	Goals Supported	SL 1.1 Provide Public Services Homeless																	
	Needs Addressed	AFH -Housing Resources to LMI residents, homeowner Provide Public Services to At Risk Population Protect the Vulnerable																	
	Funding	CDBG-CV: \$162,321																	
	Description	To provide shelter, case management, and services for our most vulnerable citizens who are homeless to include the chronically homeless and victims of domestic violence. This two year project was funded in 2018, it began in 2018 and continues until 2020. CDBG-CV funds will be used to fund the following four programs: <table><tr><th>Activity Name</th><th>Implementor/Recipient</th><th>Amount</th></tr><tr><td>Housing Assistance Support</td><td>CHT</td><td>\$40,000</td></tr><tr><td>Steps</td><td>Safe Tonight</td><td>\$59,321</td></tr><tr><td>Pathways</td><td>Expanding Housing First Services</td><td>\$35,000</td></tr><tr><td>ANEW Place</td><td>Independence Place</td><td>\$28,000</td></tr></table>			Activity Name	Implementor/Recipient	Amount	Housing Assistance Support	CHT	\$40,000	Steps	Safe Tonight	\$59,321	Pathways	Expanding Housing First Services	\$35,000	ANEW Place	Independence Place	\$28,000
	Activity Name	Implementor/Recipient	Amount																
	Housing Assistance Support	CHT	\$40,000																
	Steps	Safe Tonight	\$59,321																
Pathways	Expanding Housing First Services	\$35,000																	
ANEW Place	Independence Place	\$28,000																	
Target Date	6/30/2020																		
Estimate the number and type of families that will benefit from the proposed activities	Steps to End Domestic Violence will serve 465 adults and 234 children over a 2 year period. Pathways Vermont will serve 90 homeless individuals over a 2 year period. CHT will serve 225 low-income individuals Steps will serve 443 adults fleeing domestic violence Pathways will serve 88 low-income individuals ANEW Place will serve 7 low-income individuals																		
Location Description	Steps assistance is offered at a confidentially located shelter and Pathways will assist clients throughout Burlington.																		

	Planned Activities	To provide shelter and case management services to persons experiencing homelessness.
2	Project Name	Preserving & Increasing Affordable Housing Opportunities
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	DH 1.1 Protect the Vulnerable - New Perm Supp Hous DH1.2 Protect the Vulnerable New Special Need Hsng DH 1.3 Create New Affordable Housing DH 1.4 Promote new homeownership buyer assist DH 2.1 Acquire/Rehab - Rental or Owner Units DH 2.2 Protect the Vulnerable - Lead Hazard
	Needs Addressed	AFH - Maintain or Preserve Affordable Housing AFH - Increase Affordable Housing Opportunities AFH -Housing Resources to LMI residents, homeowner
	Funding	CDBG: \$230,304 HOME: \$517,434
	Description	To assist agencies that provide development and stewardship of permanently affordable homes including to build and/renovate affordable housing. To maintain affordable housing by providing lead hazard mitigation, healthy home rehabilitation and emergency rehabilitation. To assist low and moderate income residents to become homeowners with non-CDBG funds.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	76 households at Laurentide (outcomes included in 2018 Action Plan) 70 households at Juniper Apts. (outcomes included in 2018 Action Plan) 5 homeowners through the HIP program 60 households through BRHIP 58 households through the Lead program
	Location Description	Laurentide and Juniper Apts will be constructed on North Ave. Single family rehab and lead remediation projects will take place in the NRSA as a priority but may encompass other areas.

	Planned Activities	CHT as a CBDO will construct 76 new rental units with 68 restricted to serving LMI households. CEDO will administer the Housing Improvement Program for LMI owner occupied households needing emergency repair and assistance to remain safely in their homes, as well as complete lead remediation at 54 rental units and 4 homeowner units through the CEDO Lead Program. CHT will complete the rehabilitation of 60 scattered site affordable rental units. The Section 8 Homeownership Program and CHT's Shared Equity Program will provide direct assistance to 5 new homeowners. Cathedral Square will construct 70 new affordable rental units for seniors at Juniper Apts.
3	Project Name	Non-Homeless Housing Retention
	Target Area	City-Wide
	Goals Supported	DH 3.1 Protect the Vulnerable Hsng Retention Svcs SL 1.2 Provide Public Services
	Needs Addressed	AFH - Increase Affordable Housing Opportunities AFH -Housing Resources to LMI residents, homeowner Improve Public Facilities or Infrastructure
	Funding	CDBG-CV1: \$180,103 CDBG-CV3: \$120,000
	Description	To assist programs that keep non-homeless people living independently with dignity, respect and support services. A focus for the City remains on helping seniors to maintain their housing independence safely. This two year project was funded in 2018, it began in 2018 and will continue until 2020. CDBG-CV funds will be used for rent relief. This aid will take the form of rental housing assistance (up to 3 months rent), paid directly to the landlord. The City shall collaborate closely with the State of Vermont on rent relief program design and implementation to ensure efficient and cost effective program delivery. The City may elect to not administer this program and, after an appropriate procurement process, may elect to use the same entity as the State's to administer its rent relief program. Eligibility will include tenants earning 80% and below median income that live in any rental property that have been impacted by COVID19 that have unmet needs. Tenants will be required to document unmet need by completing a duplication of benefit affidavit. The proportion of funds distributed between publicly supported and private rental properties will correlate with the proportion of publicly supported and private housing in Vermont.

	Target Date	6/30/2020 and 6/30/2021 (for CDBG-CV)
	Estimate the number and type of families that will benefit from the proposed activities	190 persons will be served by Homeshare Vermont over a 2 year period from 2018 - 2020. 72 households will be assisted with rent relief.
	Location Description	City - wide
	Planned Activities	HomeShare will provide a comprehensive screening and matching service for 190 individuals who need help to stay in their homes safely while providing affordable housing for individuals who need it.
4	Project Name	MicroEnterprise Assistance
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	EO 1.1 Support Microenterprises
	Needs Addressed	AFH - Increase Employment/Economic Opportunities
	Funding	CDBG: \$40,000 CDBG-CV: \$24,834
	Description	These Microenterprise Assistance Programs assist low and moderate income persons with starting, retaining and growing businesses with business and financial planning and provides workshop instruction and business planning models to LMI persons. Programs included in funding in 2019 include Financial Futures Micro Business Development Program and CEDO's MicroEnterprise Program.
	Target Date	6/30/2020 and 6/30/2021 (for CDBG-CV)

	Estimate the number and type of families that will benefit from the proposed activities	CVOEO Financial Futures Micro Business Development Program will serve 100 LMI clients. Although no CDBG funds were allocated this year, CEDO's Micro Enterprise Program will serve 20 people. With the additional CV funds, CEDO's microenterprise fund will serve 2 additional businesses.
	Location Description	Services will be provided to persons City-Wide with a focus on businesses located in the NRSA.
	Planned Activities	Both programs will provide technical assistance, classes, and individual direction to small businesses or start-ups.
5	Project Name	Burlington's Sustainable Economic Development Program
	Target Area	City-Wide
	Goals Supported	EO 1.2 Retain/Create Jobs
	Needs Addressed	AFH - Increase Employment/Economic Opportunities
	Funding	CDBG-CV: \$0
	Description	To provide loans and technical assistance for area businesses for job creation/retention and business expansion.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Although no additional CDBG funds were allocated this year, 2 jobs will be created or retained.
	Location Description	City-Wide
	Planned Activities	Provide technical assistance and/or business loans for job creation/retention for Burlington businesses.

6	Project Name	Neighborhood Development
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 1.3 Improve Public Facilities & Infrastructure
	Needs Addressed	Improve Public Facilities or Infrastructure
	Funding	CDBG: \$412,972
	Description	This project will develop and/or sustain public facilities in the NRSA including: St. Joseph's Community Center, as well as neighborhood revitalization efforts including infrastructure and public facility improvements in the NRSA, and the 1812 Burial Project.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	St. Joseph's renovation to O.N.E. Community Center will serve an area wide benefit. Neighborhood revitalization efforts for the 1812 Memorial, and infrastructure and public facility improvements in the NRSA will have an area wide benefit. Although not funded this year - accessibility upgrades at the FoodShelf will benefit persons and families experiencing food insecurity.
	Location Description	NRSA
7	Planned Activities	Public Facility renovation or acquisition in the NRSA and City-wide. The Neighborhood Revitalization Strategy project will support project management for infrastructure projects at the Waterfront and Downtown as well as the War of 1812 Memorial.
	Project Name	Burlington Brownfields Program
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 1.4 Remediation of Brownfields
	Needs Addressed	Clean-up of Contaminated Sites
	Funding	CDBG: \$35,000

	Description	To assist with testing, remediation, and redevelopment of the City's Brownfields and potentially hazardous sites, focusing on affordable housing development, small/medium business growth, and green space.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	The Brownfields program is able to help move complex projects through the program activities of assessment, cleanup, and redevelopment through direct service to clients, while leveraging relationships forged with the regulatory and funding community.
8	Project Name	Public Service Economic Opportunity
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	EO 1.4 Reduce Economic Barriers - Access Resources
	Needs Addressed	AFH - Increase Employment/Economic Opportunities AFH - Increase Educational Opportunities Provide Public Services to At Risk Population
	Funding	CDBG: \$34,464 CDBG CV: \$408,051

	Description	To provide services and/or training to enhance economic opportunities for LMI households. CDBG funds will invest in the Volunteer Income Tax Assistance Program as well as a job training program. CDBG-CV funds will be used to address food security challenges arising from COVID19. Fostering Connection is a digital literacy program that will prepare LMI population, mainly new Americans and ONE residents, to prepare them to advance in employment and/or education. Additional CDBG-CV programs include Preparing Targeted Populations for Construction Jobs and the Vermonters for Criminal Justice Reform Recovery Center programs.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	600 LMI households will receive tax preparation assistance. 20 persons will receive job training in construction.
	Location Description	NRSA
	Planned Activities	Provide a job training program and income tax preparation assistance.
9	Project Name	Childcare & Early Childhood Education
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	EO 1.3 Reduce Economic Barriers - Early Childhood
	Needs Addressed	AFH - Increase Educational Opportunities Provide Public Services to At Risk Population
	Funding	CDBG: \$58,018
	Description	Provide quality early childhood education to Burlington families.
	Target Date	6/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	Through the ECHO Early Learning program 300 LMI students and childcare providers will receive quality early childhood education and/or training in early childhood education over a 2 year period. We expect 150 this year. Through Lund 35 students will receive quality early childhood education over a 2 year period. We expect 17 this year.
	Location Description	ECHO - NRSA LUND - City Wide
	Planned Activities	The Lund early childhood program provides full day, year round care and education to children with the majority of those being high risk. ECHO Early Learning program provides education to both children and caregivers to ensure that children in a variety of care settings receive high quality education and are prepared for school.
10	Project Name	Youth Services
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA
	Goals Supported	SL 1.2 Provide Public Services
	Needs Addressed	Provide Public Services to At Risk Population
	Funding	CDBG: \$25,000 CDBG-CV3: \$80,000
	Description	Provide safe educational opportunities for youth outside of school.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	36 students will receive safe educational youth programming over a 2 year period. We expect 18 this year. With the CDBG-CV funds, we expect 20 additional children to benefit.
	Location Description	NRSA

	Planned Activities	The Sara Holbrook Afterschool Program will provide enriching afterschool learning opportunities to LMI students over a 2 year period. CDBG-CV funds have been allocated to promote safe outdoor activities for youth to allow safe spaces for play and socializing while minimizing the risk of disease transfer.
12	Project Name	Public Health Services
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	SL 1.2 Provide Public Services
	Needs Addressed	Provide Public Services to At Risk Population
	Funding	CDBG-CV: \$163,551
	Description	Provide health services to vulnerable populations.
	Target Date	6/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	50 elderly and at risk BIPOC individuals will benefit. 350 low-mod individuals struggling with substance abuse will benefit
	Location Description	City-wide
	Planned Activities	These funds will also support a telehealth program to expand telehealth services to hard to reach populations such as senior citizens and BIPOC communities.
11	Project Name	CDBG and HOME Administration
	Target Area	NEIGHBORHOOD REVITALIZATION STRATEGY AREA City-Wide
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration

	Funding	CDBG: \$156,643 HOME: \$42,710 CDBG-CV1: \$90,050 CDBG-CV2: \$58,349
	Description	Administration funding for CDBG and HOME grants, AFH goals - Host two outreach events/education panels with landlords and/or realtors 2019-2020 and in subsequent years. Complete Citizen Engagement Handbook and share best practices for equitable engagement. Support work and participate in Fair Housing Group - ongoing
	Target Date	6/30/2020 and 6/30/2021 (for CDBG-CV)
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	To support the capacity of the nonprofit institutional delivery structure in the City; pursue State and Federal resources in support of City initiatives; implement City planning efforts; administer community and economic development programs; and support fair housing efforts in the City.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Approximately 74% of the City's CDBG resources are directed to activities that target the City's Neighborhood Revitalization Strategy Area.

As of the 2010 Census the Target Area contains a composite low/mod percentage of low- and moderate-income residents of 68.5%, down from 71% during the 2000 census. However, the poverty level data for the target area, using the 2012-16 American Community Survey shows that of the total population in the target area, 33.8% are living below poverty level. For children under 18, 21% are living below poverty level. For the adult category ages 18-64, 36.5% are living below poverty level. For the category of seniors over the age of 65, 18.9% of the population is living below poverty level. The highest concentration of households living below poverty level exists in census tract 5 where more than half the population is living below poverty level.

Geographic Distribution

Target Area	Percentage of Funds
NEIGHBORHOOD REVITALIZATION STRATEGY AREA	74
City-Wide	26

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The rationale for allocating investments into the NRSA is based on the levels of distress and high incidence of households living below poverty level in those census tracts. According to the Needs Assessment in the Consolidated Plan, there is a disproportionate need existing among several minority groups, and specific census tracts housed more minorities than others. Special needs housing resources appear concentrated in the New North End as a "Naturally Occurring Retirement Community." However, CDBG and HOME resources may be directed outside of the target areas based on individual household needs and on the City's desire to continue to have affordable housing, economic opportunity and a suitable living environment available to low- and moderate-income residents throughout the City.

Discussion

Estimates of the number of low/moderate income individuals by block group based on the 2011 – 2015 American Community Survey is displayed as an appendix. HUD has directed CDBG recipients to use this data to identify areas with over 51% low and moderate income persons.

Please note that Census Tract 7 has been renamed as Census Tract 39 in the 2010 Census; additionally, Block Group was added, comprising roughly the University of Vermont bordered by Main St., East Ave.,

Champlain Ave., and University Place.

The most significant reductions in low and moderate income populations occur in Census Tracts 39 and 10. Census Tract 39, Block Group 3, saw a significant reduction in the percentage of low/moderate income residents, dropping from 100% to 66.67%, the widest decreasing percentage margin across all tracts. Census Tract 10, Block Group 1, also saw a notable decline in low/moderate income residents, from 77.37% to 58.47%. A considerable reduction in low/moderate income residents also took place in Census Tract 3, Block 2; 62.15% of residents are low/moderate income compared to 77.74% in the 2010 census.

However, some neighborhoods, particularly Census Tracts 2 and 5, have seen a moderate surge in low/moderate income population counts. Census Tract 2, Block Group 1, has experienced a 12.21% increase in low/moderate income residents, and Block Group 4 has increased 12.70%. Census Tract 5, Block Group 3 has seen an increase in low/moderate income persons from 81.3% to 88.24% - the highest percentage in Chittenden County. Overall, the citywide percentage of low/moderate income residents remained the same at 59.7%, suggesting a notable disparity in income demographics and income progress in different regions of the city in recent years, particularly among tracts identified as Neighborhood Revitalization Strategy Areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Housing is the essence of Burlington's neighborhoods. Support for affordable housing allows elders to remain in the homes and neighborhoods they know. Homebuyer purchase and rehabilitation programs allow the next generation of residents to own and modernize older homes.

Affordable housing is a balance to economic development. In boom times, affordable housing ensures that there is housing for workers and that rising prices do not displace residents. In a troubled economy, affordable housing development is an economic engine and its subsidies ensure that low-income residents are not made homeless. Finally, the use of affordable housing to redevelop distressed neighborhoods prevents the loss of value of the surrounding properties and encourages long-term investment by other property owners.

This section of the Action Plan specifies the goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.

Discussion

All the citizens of Burlington have the right to live and raise their families in homes that are safe and sound, at a cost that allows them to afford the other necessities of life. The free market for housing is often not a fair market for low-income residents, including the elderly and disabled, as well as many workers whose wages have not kept up with housing costs. Without rehabilitation and/or general housing assistance, housing conditions will deteriorate or become expensive to maintain and push people from their homes and leave others with no homes at all.

planBTV, a product of the HUD Sustainable Communities Initiative Planning Grant, emphasizes ways to promote/improve mixed use and quality urban design, affordable and workforce housing and especially housing for the downtown. In addition, the City also participated in the regional HUD Sustainable Communities grant, the ECOS Plan, to integrate housing, land use, economic and workforce development, transportation and infrastructure investments. Ensuring the availability of a continuum of housing, for all residents of Burlington, continues to be a top priority for the City.

In the Mayor's and City Council's Housing Action Plan (HAP), 22 initiatives were outlined to decrease the cost of housing, increase the supply of housing and ensure Burlington is more affordable, inclusive, livable, walkable, sustainable, and vibrant for all its residents. The first section of the Plan focused on addressing some regulatory barriers that have limited Burlington's ability to create new subsidized and non-subsidized housing options over the last 15 years. In the second section, the HAP focused on using existing municipal tools strategically and expanding public resources to develop perpetually affordable low-income housing, promote the value of inclusion described in the City's inclusionary zoning

ordinance, and better support those not eligible for subsidy but unable to compete within Burlington's housing market. The final three categories of the HAP, while in important ways related to the fundamental challenge in Burlington, a lack of housing stock, focused on continuing community challenges that extend beyond questions of supply and demand.

Since the passage of Burlington's HAP in October 2015, the City has made substantial progress. Specifically, for a fourth consecutive year, the Burlington Housing Trust Fund was funded at almost twice its historic level, provided additional support for the preservation of affordable housing for residents of the North Avenue Cooperative to improve their homes, and for the first time the City has completed its first year monitoring the permanent affordability of units created by the Inclusionary Zoning Ordinance. Additionally, in November 2017, the City adopted planBTV: Downtown Code, the new downtown form-based aimed at reducing uncertainty of development permits and encouraging new housing investment. Progress continued too, between the City and its partners - the University of Vermont and Champlain College - in the pursuit of strategies for housing college students to improve the quality of life in near-institution neighborhoods and reduce pressure on rents. To this end, in the last two years, these institutions have each built new on campus housing for about 300 students, with one new residential building opening in the fall of 2018.

AFH Goals - With CDBG, HOME, and City Housing Trust Funds, the City will invest in affordable housing goals to increase the number of affordable units at Laurentide and Juniper apartments. The City will also assist with the repair or rehabilitation of at least 5 owner-occupied homes. The City plans to complete a review of the IZ ordinance and recommended changes as well as partner with CHT to encourage first time homeownership of LMI households. Between 2019-2020 there will be 55 new IZ units at BTC and continued preservation work at North Ave Co-op.

AP-60 Public Housing – 91.220(h)

Introduction

The Burlington Housing Authority completed the conversion of its public housing units to the Section 8 Project-Based Voucher Program through the HUD Rental Assistance Demonstration (RAD) program. Our jurisdiction no longer has any public housing units.

Actions planned during the next year to address the needs to public housing

Our jurisdiction no longer has any public housing units.

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

BHA has formed a Resident Advisory Board (RAB) with representatives from the Section 8 program. The RAB meets periodically to provide input on BHA's Plans and Policies. BHA will provide continuing financial and staff support to any active resident association in its properties. One BHA program participant serves on the BHA Board of Commissioners.

BHA supports the Section 8 Homeownership Program.

BHA endeavors to provide a good living environment in its affordable housing developments through effective screening and strict lease enforcement. In addition to the Family Self-Sufficiency program, the Burlington Housing Authority supports programs such as the DREAM mentoring program and the Summer Lunch program. BHA has also initiated a Housing Retention program to work with residents who are at risk of losing their housing.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Burlington Housing Authority is not designated as troubled.

Discussion

The City will work with BHA to increase funding for resident service programs for its program participants, including the Family Self-Sufficiency Program, youth mentoring, homeownership, homelessness prevention, independent living and service-enriched housing.

BHA operates a very successful Section 8 Housing Choice Voucher Homeownership Option Program. Section 8 program participants are eligible and are encouraged to participate in this program. BHA's Section 8 Mortgage Assistance Program has been in operation since 1999 with over 100 households successfully transitioning from renting to homeownership. The City supports the implementation and

continued availability of BHA's Section 8 Homeownership Option Program.

The Burlington Housing Authority's Family Self-Sufficiency Program moves families toward economic self-sufficiency through access to career counseling, job training, child care and other services, and through escrow accounts with funds made available to participants at the end of the enrollment period. The City supports BHA's Family Self-Sufficiency Program.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

In this section of the Plan, the City addresses the one year goals and specific activities planned this program year to carry out the homeless strategy outlined in the Strategic Plan for the City's Five Year Consolidated Plan. Activities that will address outreach, emergency shelter, transitional housing, homeless prevention, housing placement, supportive housing and independent living are listed below and under the project section.

The Continuum of Care coordinates the implementation of a housing and service system, from outreach to housing to services, to meet the goal of keeping homelessness rare and brief in our community. Street outreach and outreach caseworkers serve to reach the chronically homeless, identify services and housing needed. Vermont 211, daytime shelter and meals served at both the Foodshelf and the Salvation Army provide points of contact for the homeless and referrals to services. Housing providers work to rapidly re-house and stabilize, especially using the Housing First model, for the chronically homeless. Supportive service providers add case management and assess needs for services. The Continuum as a whole has implemented a coordinated entry system and standardized assessment to enhance the current service delivery system.

The City serves as the Collaborative Applicant for the Chittenden County Homeless Alliance (CoC) and supports its applications for HUD and other funding to address both chronic and non-chronic homelessness. As part of the HUD Continuum of Care, the City and its Continuum partners have identified the need to better understand and improve performance measurements for participating agencies. The CoC implemented the Coordinated Entry System, has completed a review and reorganization of its governance structure to become Hearth Act compliant, and has implemented with the Balance of State a joint HMIS system resulting in increased HMIS participation.

In 2014 several agencies partnered together to implement a 100,000 Homes Registry Week for the Greater Burlington Area. With the assistance of over 60 volunteers 205 homeless individuals were surveyed using the Vulnerability Index and Service Prioritization Decision Assistance Tool. This tool allowed participants to assess the mortality risk for those homeless in the City. Thirty percent of those surveyed scored at a high risk or chronic homeless. As a result of this effort and a continued use of the VISPDAT, coordinated entry, prioritization for those most in need on our community wait list, Chittenden saw a dramatic decrease in the number of chronic homeless during the last four years PIT count. Last year, the Alliance contracted with Community Solutions to conduct an Action Lab, and with technical assistance Chittenden successfully implemented an active Master List of homeless adults.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their

individual needs

The Chittenden County Homeless Alliance (CCHA) serves the homeless in the Greater Burlington metropolitan area and direct services are delivered through a consortium of nonprofit organizations, faith-based organizations, housing developers, government agencies, and the Burlington Housing Authority.

CCHA utilizes several outreach procedures to engage homeless individuals and families. These include services and outreach from the local food shelf, daytime drop-in shelter, and Salvation Army. A SAMHSA funded PATH grant funds outreach work in our community for two outreach positions to find and connect with the homeless who are mentally ill and difficult to engage, offering persons who are experiencing homelessness community-based services. A street outreach team, funded by our Police Department, Marketplace, City and local businesses, provides outreach to individuals, families with children, and youth sleeping on the streets in our downtown area. An Adult Local Interagency Team helps to identify unsheltered persons and provide consultation and expertise to help resolve difficult situations involving chronically homeless persons with multiple physical or emotional issues in securing and utilizing services. The goal of the team is to help keep these clients within the community and out of the correctional system, hospital, or residential services, while helping them get the support and services they need to be safe and successful.

These teams identify individuals and families who are homeless and connect them with our Coordinated Entry System. Coordinated Entry is a system to streamline access to housing supports and resources in Chittenden County. The system was developed to assess and match homeless households for eligible services based on vulnerability, sustainability, and length of homelessness through a standardized, scored assessment. Each eligible household will be assigned a housing case manager and added to a master list of homeless households which is reviewed on a weekly basis by coordinated entry partners for appropriate housing opportunities.

Some of the goals for outreach this year include the following which are funded by a myriad of resources:

With CDBG funding from 2018, supportive housing services will continue to assist 60 chronically homeless individuals in the area with Pathways Vermont.

The SAMSHA funded outreach will also use the joint HMIS for input and tracking and refer clients to the Coordinated Entry System.

With CDBG funds from 2017, renovations to improve and expand the space at the Chittenden Emergency Foodshelf will go forward.

The Community Health Center of Burlington will continue to operate a Warming Shelter and with ESG/HOP funds maintain a coordinator to work with homeless (unsheltered) clients year round to

ensure on-going case management and connection to services and housing.

The Consolidated Plan supports outreach and homeless shelter services. New housing programs and applications for new housing are built on a Housing First model.

Addressing the emergency shelter and transitional housing needs of homeless persons

There are two emergency shelters serving single adults including veterans: COTS Waystation and ANEW Place. COTS operates the Firehouse and Main Street Family Shelters for households with children. COTS Daystation is a drop-in center for homeless adults and families. The confidential shelter operated by STEPS To End Domestic Violence serves homeless women and children fleeing domestic violence. Spectrum Youth and Family Services operates a shelter for homeless youth. Each shelter offers case management and housing search assistance to help participants move out of shelter into transitional or permanent housing, with necessary follow-up support for maintaining housing. It remains a goal of the Jurisdiction and the Continuum to increase the actual number of permanent housing and permanent supportive housing options, so that participants will have opportunities to quickly transition out of the emergency shelters. With 2018 CDBG funding, the following goal will be achieved: over 350 households, including adults and children fleeing domestic violence, will receive shelter and services through STEPS in the next year.

With local, state and other federal funding, two emergency family shelters will house up to 60 individuals through COTS. COTS will also serve 16 Veterans in transitional housing at Canal Street. Spectrum will house up to 8 youth in their emergency shelter and 8 in their Pearl Street SRO transitional housing. Single adults will have access to 56 emergency housing beds at Waystation and Anew Place and 11 individuals or family members will have access to emergency housing at COTS' Smith House. The City and the State are committed to maintaining a seasonal low-barrier shelter during the winter and spring which is operated by Community Health Centers of Burlington.

ESG funding is used for emergency shelter operations and case management, Rapid Re-housing Rental Assistance, and HMIS. In the current ESG program year, 64% of HUD ESG funds were allocated to emergency shelter, 24% to HMIS and 12% to Rapid Re-Housing.

In addition to these programs, the State of Vermont serves the homeless who qualify with an Emergency Services Motel Voucher program with cold weather exemptions available to those in need when temperatures drop below freezing. Harbor Place, a former Econo-Lodge in Shelburne, provides up to 55 beds of temporary housing. Units include single rooms with refrigerators and microwaves and one- and two-room kitchenette units. Homeless guests include DV victims, those with severe mental illness, as well as the general homeless population. Onsite service providers include CVOEO, Safe Harbor (which includes some medical care onsite), STEPS, Howard, and Reach-Up. Case managers are available 40 hours/week. There is a property manager onsite at night as well as during the day and on weekends.

Transitional Housing is provided by several member agencies of the Continuum. COTS provides

transitional housing to homeless individuals and families. The Howard Center's Transitional Housing Program provides housing for 6 homeless persons with mental illnesses. Spectrum provides transitional housing for youth in the community. STEPS delivers transitional housing options for victims of domestic violence. Transitional housing is available for women exiting corrections. Veterans have transitional housing opportunities in nearby Winooski.

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

The City of Burlington is committed to the retention of affordable housing units with expiring tax credits and commits local, state and federal resources to this goal. Keeping the inventory of affordable units as well as increasing the number of affordable housing units are key to helping our most vulnerable residents remain housed.

The Continuum and its partners are committed to transitioning homeless persons into permanent housing and have implemented the coordinated entry system and a standard assessment tool to facilitate this goal. Additionally, the Homeless Management Information System (HMIS) is used to create a Community Master List of persons experiencing homelessness prioritized by vulnerability. The CES and CoC-funded PSH projects and agencies utilize the Housing First model and rapidly re-house chronic homeless with a high success in clients who maintain their housing. Over the past 4 years, VT-501 CoC has experienced a 65% drop in chronic homelessness and hopes to eliminate chronic homelessness for adults and veterans during this 5-year Consolidated Plan.

Burlington agencies utilize a range of housing retention programs to assist at risk households in maintaining their housing. These services include wrap-around support services, a hoarding task force, landlord advocacy, and a Risk Guarantee Fund used to mitigate risks on the most hard to house persons. Our local Continuum continues to advocate for increased state resources such as the Rental Subsidy Program and the Mental Health Subsidy Program that can be used to help keep at-risk families housed.

Community-based organizations provide job training and placement, substance abuse counseling and referrals for treatment, medical and dental care, legal advocacy and representation, mental health counseling and residential treatment programs, child care, housing search assistance and security deposit assistance to help homeless families transition to permanent housing and independent living.

The CoC partners with local, state, and federal organizations and landlords to combat homelessness among veterans. Previously unidentified veterans were enrolled in VA care and many are housed through VA housing programs. Canal Street in Winooski houses 16 veterans in transitional housing and veterans have priority status for 12 permanent housing units at the same location. Thirty-seven VASH

vouchers are administered in Chittenden County. Outreach has increased to local veterans at our shelters due to a local VA case manager who serves on the CoC steering committee. The Housing First approach is used within HUD VASH. Also, housing retention and rapid re-housing with low-income veteran families is addressed with two Supportive Services for Veteran Families grants. The VA maintains a state-wide by name list and reviews cases on a monthly basis.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Several agencies administer prevention services including home heating fuel aid, transportation, housing navigation, tenants' rights advocacy, and legal assistance. The Housing Opportunity Program (funded by the State of Vermont and administered at local agencies), also provides case management, short term rental subsidies, and back rent, along with case management for low income individuals and families at risk of losing their housing.

Youth exiting foster care in Vermont have two primary supports that protect them from being discharged into homelessness as they exit legal custody at age 18: the Youth Development Program funded with federal Chafee Foster Care Independence Program and state funds & Act 74 Youth in Transition Extended Care Program. These programs are in addition to the programming run directly by the VT AHS-Dept. of Children & Families Services. In this program, a number of youth formerly in foster care are supported with case management and connected to long-term rental assistance with local Housing Authorities, including a VT State Housing Authority Sect. 8 HCV waitlist preference for youth aging out of foster care as part of the HUD Family Unification/Youth-in-Transition Programs. Some live on campus at area colleges to pursue education. The College of St. Joseph in Vermont specifically helps foster youth transition to college by providing year-round housing and support services, and the Adult Living Program provides a stipend for households willing to host an 18 to 22 year old leaving foster care.

Hospital patients are routinely discharged to their previous residence, a nursing home, or medical respite beds. McKinney Vento funded programs are used as needed and include emergency shelters and some transitional/permanent housing programs when appropriate. In addition, the UVM Medical Center has invested significant funds in providing respite beds at Harbor Place (temporary housing for the homeless) which has had successful outcomes for clients. UVMHC and Champlain Housing Trust are partners in repurposing the BelAire, a local motel, for medical respite and permanent housing.

Persons discharged from a mental health treatment or community bed receive state-funded assistance through the VT Dept. of Mental Health Subsidy & Care Program, VT DMH Housing Contingency Fund and the VT DMH Housing Recovery Fund. In addition, state agencies collaborate with the Burlington Housing Authority, and other affordable housing agencies to utilize Section 8 Housing Choice Voucher Programs

for tenant-based and project-based rental assistance units funded by the Low-Income Housing Tax Credit Program. Patients are routinely discharged to Howard Center transitional or step-down programs such as Second Spring, Meadowview, Next Door Program, and 72 North Winooski group home which are not McKinney Vento funded programs. Some persons leaving corrections can go to their previous residence, a transitional housing program for offenders, or to live with family. Northern Lights is an 11-bed supportive home for women returning from prison. The women's rent is subsidized while in the house (if they qualify), and upon successful completion of the program, they are given a Burlington Housing Authority (BHA) Section 8 housing choice voucher to take into the community. Dismas House serves 10 residents. Phoenix House RISE houses men out of prison and in early recovery from substance abuse for 3 to 24 months.

Discussion

Veterans and their families have both transitional and permanent housing options and services available to them along with specialized outreach, assessment and additional services to meet their unique needs. The National Hotline refers calls directly to the area case manager; VASH vouchers are administered locally and through new grant programs, and a Housing First model will be implemented for any chronically homeless veterans.

Unaccompanied youth have emergency shelter, transitional and permanent housing options available to them along with specialized outreach and services to assist them in learning to live independently, set goals and complete their education.

Frail elderly and those with special needs are served through Cathedral Square and Ethan Allen Residence where 72 Burlington seniors will receive Level Three care. Through the Homeshare program, over 50 elderly and/or disabled will be able to remain safe in their homes with 2018 CDBG funds.

Service-enriched housing needs for the population with severe mental illness range from affordable, independent apartments with support services provided by visiting mental health workers to 24-hour supervised "group home" settings. There is a need for additional supportive housing at all levels for those living with severe mental illness.

According to a national Survey on Drug Use and Health prepared by the U.S. Substance Abuse and Mental Health Services Administration (SAMSHA) 2012-14, an estimated 2.95% of the Champlain Valley's population, ages 12 and older need treatment for an illicit substance abuse problem. Residents would also require affordable, appropriate, alcohol-free and drug-free housing with a range of management and supportive services, from a high level of on-site management (for treatment and early recovery) to self-management in housing such as Oxford Houses to self-management in an at-home setting.

Nineteen individuals are served with HOPWA through three member agencies of the CoC - Vermont

Cares, Champlain Housing Trust and the Burlington Housing Authority.

All these projects and activities will be undertaken during this next year to address the housing and supportive services needs for persons with special needs.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City has addressed the barriers to affordable housing under the Market Analysis and Strategic Plan sections of the Consolidated Plan. There is a limited supply of housing units at all levels of the market and a low vacancy rate exacerbates the issue. In addition, our extensive student population creates a significant impact on Burlington's housing market. Over the years, many traditional single family homes have been converted to student housing to accommodate the market, creating both an impact on the cost of housing and the change in neighborhoods. Burlington has a significantly higher percentage of renters and the cost of rent is increasing at a higher rate. Not only is the cost of housing high and the availability low, but the condition of the City's housing is noted as the 7th oldest housing stock in the nation. Public policies that are controlled at the local level which impact the cost of housing include policies on historic preservation and lead safe paint practices. These homes need energy efficient upgrades, lead-based paint hazard reduction, and other rehabilitation to make them safe, affordable and sustainable over the long term. The cost of housing is also impacted by accessibility and fire safety public policies. In conjunction with planBTV and the Housing Action Plan, these concerns will be examined in order to facilitate infill development and diversified housing options in the City and especially in the downtown area.

Actions it planned 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

In the Mayor's and City Council's Housing Action Plan, 22 initiatives were outlined to decrease the cost of housing, increase the supply of housing and ensure Burlington is more affordable, inclusive, livable, walkable, sustainable, and vibrant for all its residents. The first section of the Plan focused on addressing some of the regulatory barriers that have limited Burlington's ability to create new subsidized and non-subsidized housing options over the last 15 years. In the second section, the Housing Action Plan focused on using existing municipal tools strategically and expanding public resources to develop perpetually affordable low-income housing, promote the value of inclusion described in the City's inclusionary zoning ordinance, and better support those not eligible for subsidy but unable to compete within Burlington's housing market. The final three categories of the Plan, while related to the fundamental challenge in Burlington – a lack of housing stock – focused on continuing community challenges that extend beyond questions of supply and demand.

The City of Burlington has long prioritized creating affordable housing for low- and moderate-income residents throughout the City while still addressing affordability concerns among other socioeconomic demographics. Additionally, the City continues to develop housing solutions and policies to combat its notably low vacancy rate and ensure quality housing and conditions for tenants, landlords, and

homeowners.

Since the passage of Burlington's Housing Action Plan in October 2015, the City has made progress in implementing specific proposals. For a fourth year, the Burlington Housing Trust Fund is being funded at almost twice its historic level, ongoing support has been provided to residents of the North Avenue Cooperative (formerly Farrington's Mobile Home Park) to improve their homes, and the City has completed its first year monitoring the permanent affordability of units created by the Inclusionary Zoning Ordinance. . Additionally, in November 2017, the City adopted planBTV: Downtown Code, the new downtown form-based aimed at reducing uncertainty of development permits and encouraging new housing investment. Progress continued too, between the City and its partners - the University of Vermont and Champlain College - in the pursuit of strategies for housing college students to improve the quality of life in near-institution neighborhoods and reduce pressure on rents. To this end, in the last two years, these institutions have each built new on campus housing for about 300 students, with one new residential building opening in the fall of 2018..

Discussion:

The City continues to extensively review barriers to housing affordability and the creation of both affordable and market rate housing, exploring all aspects of the development review process, zoning application fees, and inclusionary housing requirements with an emphasis on addressing challenges most often raised by developers.

To this end, in November 2017, the City adopted planBTV: Downtown Code (form-based code), intended to foster more predictable built results, regulating all development in the Downtown and Waterfront area. The City has also undertaken a thorough evaluation of its Inclusionary Zoning ordinance and a working task force has reviewed the recommendations from the consultant. Based on this work, in December 2018 the City Council directed the Planning Commission to revise the Inclusionary Zoning Ordinance.

The City also reviews parking requirements, including limitations on height, maximum lot coverage and density, and additional municipal practices and policies. Following passage of the Downtown Parking & Transportation Management Plan in December 2015, the City has taken several steps aimed at creating a rational parking system, as current regulations do not allow existing or new parking to be built and utilized efficiently. Additionally, unnecessary on-site minimum parking requirements increase the cost of housing. To date, among the measures undertaken are: updates to the Residential Permit Parking (RPP) program, including capping the number of permits per dwelling unit; investments of about \$9 million in three City-owned garages; the placement of smart meters which has seen a 100% increase in parking revenue in the downtown core and the "opening up" of privately owned parking assets to the public to increase the amount of parking available during peak times. Finally, the City will continue to work with the Vermont Legislature to ensure fair property tax policy for deed-restricted, perpetually-affordable owner-occupied homes. There are over 200 such homes in Burlington and the City will continue to advocate for taxation based on the restricted value of the subjected homes.

AP-85 Other Actions – 91.220(k)

Introduction:

The City anticipates that 96% of its CDBG resources this year will be spent to benefit low- and moderate-income residents. The City will continue its commitment to the preservation of affordable housing units and actions that will foster and maintain affordable housing in Burlington. In addition, the City, through the Community and Economic Development Office, will diligently work to reduce lead-based paint hazards in the homes of local residents.

The activities listed in this Action Plan work to reduce the number of households in poverty; and with enhanced coordination with nonprofit partners, services will have a greater impact on this goal.

Actions planned to address obstacles to meeting underserved needs

As identified in the Consolidated Plan, the principal obstacle to meeting underserved needs is insufficient resources. The City will continue to grow the grand list, pursue additional federal, state and private resources, but does not expect to overcome the obstacle of shrinking public resources. The City will also continue to work with partners to examine obstacles such as benefits cliffs and to advocate for appropriate policy changes. In addition, the City will encourage local agencies to explore ways to deliver services in a more cost-effective and efficient manner, prioritize resources to serve the most in need, as well as cooperate between agencies.

For more than a decade, the network of community-based services that support the social, educational, physical, mental and financial well-being of families and individuals in Vermont has been under financial pressure. Funding has been eroding or stagnant while the number of families and individuals needing services has increased, and in many cases, their needs have become more acute and complex. Many service providers alike have had to reduce capacity to operate within their budgets as available state and federal resources have not kept pace with need.

In response to these conditions, service providers also have increased their efforts to find economies of scale, evaluated the effectiveness and appropriateness of the services they provide, experimented with innovation, trimmed the frequency and intensity of services, and sought funding from foundations and other philanthropic sources.

During the past year, the collaboration of funders that formed to explore how they might better leverage opportunities and challenges to create greater impact through collaborative investment, focused their efforts in two areas:

- What are the most appropriate and constructive ways for funders to work in and with communities to solve complex problems?
- Are there ways to share information or tools that could be developed to insure that the combined, individual activities of partners, adequately address needs in a mutually reinforcing

manner?

The group chose to approach this work by focusing in an area of shared priority – homelessness. The group has completed a survey of grantees exploring the possibility of a common application and has provided funds to the Chittenden County Homeless Alliance to evaluate its coordinated entry system and incorporate a feedback loop for consumers.

Actions planned to foster and maintain affordable housing

During the next program year, the City will continue to implement its Inclusionary Zoning and Housing Preservation and Replacement ordinances and also consider appropriate revisions to those ordinances; to provide CDBG and HOME funding to nonprofit housing developers to develop, renovate and preserve affordable housing; to pilot a program to create new housing while helping households age in place through the creation of accessory dwelling units in existing single family homes; and to support the facilitation of the transfer of ownership of housing with expiring subsidies from the private sector to nonprofit ownership, thus assuring their perpetual use as affordable housing. The City will explore Housing Action Plan strategies to expand accessibility and universal design along with other creative solutions to provide housing for our increasing aging population. In addition, the Plan suggests strategies to increase student housing thereby releasing units to low/moderate and market rate renters. The City will look for ways to increase homeownership opportunities per the Assessment of Fair Housing and partner with local agencies to explore a coordination of housing retention efforts. The City understands that the need for affordable housing is a regional issue not limited to Burlington. Further, Burlington recognizes that it cannot solve its affordable housing issues on its own. For that reason, in 2016 the City supported the Building Homes Together Coalition to increase the production of housing and setting a target of 3,500 new homes created over the next five years. In addition, the City has supported infill and redevelopment of underutilized city surface parking lot sites to add to the affordable housing stock.

Actions planned to reduce lead-based paint hazards

In January 2018, the City of Burlington received a \$2,500,000.00 Lead-Based Paint Hazard Control grant from the Department of Housing and Urban Development and a \$400,000.00 Healthy Homes grant to complete work on 163 housing units by January 2021. These funds are administered through the Community and Economic Development Office by the Burlington Lead Program to reduce lead-based paint hazards and healthy homes hazards in eligible units to eliminate childhood lead poisoning and make homes healthier to live in. From July 1, 2019 – June 30, 2020, the Burlington Lead Program plans to evaluate 84 units for lead-based paint and other health hazards, reduce lead-based paint hazards in at least 60 housing units and reduce other health hazards in 52 housing units, conduct 60 community outreach and education events, and provide lead-safety training to at least 200 individuals.

Actions planned to reduce the number of poverty-level families

All of the activities funded through the City's CDBG and HOME programs are ultimately directed at

reducing the number of people living in poverty, providing for basic needs, or preventing individual/family poverty in Burlington.

To provide for basic needs, the City will continue to manage the project which is expanding the Chittenden County Foodshelf's facility to provide food and meals for those most vulnerable. To move individuals/families out of poverty, CDBG funds will invest in early childhood programs at Lund, and ECHO, and youth services at Sara Holbrook. These programs will provide a quality foundation to ensure educational success for children as well as giving parents the opportunity for employment. Additionally, CDBG funds will support the Volunteer Income Tax Assistance program as well as a job training program.

To prevent poverty, the City will continue to invest in the preservation and construction of affordable housing with Champlain Housing Trust's Laurentide and BRHIP projects as well as CEDO's Housing Improvement Project and Burlington Lead Program. In addition, the City will continue to enforce its Inclusionary Zoning and Livable Wage ordinances.

With CDBG investments, Champlain Housing Trust will renovate St. Joseph's School into a vibrant community center. Serving the City's lowest income and most diverse neighborhood, this community center will build a strong sense of community, reaching hundreds of families with services and activities to move them out of poverty as well as prevent poverty.

If funded, CEDO's AmeriCorps program will seek to close opportunity gaps in education and career access by supporting youth and families in programming to improve academic engagement and STEM awareness. AmeriCorps members support educational opportunity for youth of color and other underserved populations through training and mentoring to decrease barriers to success in STEM education and employment, providing innovative responses to pressing community problems, and greater access to services for low income, minority, and other underserved populations. In addition, the City will continue to support the Community Justice Center and its anti-poverty programs in the areas of community and restorative justice.

The City continues to provide support on a variety of development projects that contribute to economic growth and help to grow the grand list and increase revenues. Development projects include the Lake Champlain Community Sailing Center (CSC) which opened its doors in mid-2017; redevelopment of CityPlace Burlington (formerly Burlington Town Center), a major innovative public-private partnership which is anticipated to resume construction in June 2019; Cambrian Rise, a 770 mixed-income residential unit development, including 125 affordable housing units on the edge of the Old North End in Burlington; street renovations downtown, following the adoption of a set of Great Street standards for rebuilding downtown public streets and a new Harbor Marina set to open in summer 2019. Across these development projects, hundreds of construction and other permanent jobs will be created, leading to

increasing employment, higher growth, and poverty reduction. Further, with CDBG funds, the City continues to provide technical assistance and small grants to current and potential entrepreneurs, including to women, minorities and low-to moderate-income individuals aimed at creating jobs and fostering growth and development in the City.

Actions planned to develop institutional structure

A definite challenge for the Community & Economic Development Office will be to effectively adapt its institutional structure to meet the changing needs of a challenging fiscal environment. In a time of significant budget reduction and the possibility of program elimination, the Office will need to find ways to implement, oversee and monitor programming more efficiently and more effectively to meet increasing demands for services and funding with considerably fewer resources.

The Collective Impact, a multi-stakeholder group initially organized by the United Way, continues to build institutional structure around results based accountability and collaborative problem solving including a funding collaborative partnership.

The Chittenden County Homeless Alliance, through its governance reorganization and common agenda plans to use administrative backbone support to increase institutional capacity within their collaborative structure.

The City launched its My Brother's Keeper (MBK) Initiative in May of 2016. MBK nationally seeks to address opportunity gaps facing youth, particularly boys and young men of color. CEDO and the AmeriCorps team coordinate to provide pathways to college, career, and employment programming for targeted youth. CEDO's programs work with partners to offer information and opportunities for jobs and internships, supports for college access, and to raise awareness of STEM career and study opportunities.

CEDO is building on partnerships to develop MBK programming and opportunities for youth to include a County Youth Leadership Conference, a Pathways for Youth Job Fair, Pathways to College Conference and two week Pathways to Summer Jobs and Internships Study Program with Burlington High School. CEDO is developing the City internship program to offer entry level MBK Internships, supporting access for underserved youth.

Actions planned to enhance coordination between public and private housing and social service agencies

In order to enhance coordination between public and private housing and social service agencies, several community-wide initiatives are utilizing collective impact principles. These initiatives are deciding on a common agenda to keep all the various organizations moving toward the same goal. Agencies agree on common progress measures and use a data-driven approach to review outcomes. Rather than working in silos or duplicating activities, the organizations leverage mutually reinforcing activities to move toward the progress envisioned. With clear and frequent communication and one

specific organization taking on the role to manage the collaboration, these initiatives are enhancing coordination and cooperation. One specific example of this is the work of the Chittenden County Homeless Alliance. The Community & Economic Development Office coordinates with the Chittenden County Homeless Alliance, Continuum of Care to address homelessness (including for-profit and nonprofit housing entities and service providers). CCHA has a common agenda and performance measures. Coordinated entry for permanent housing meets and refers clients for housing and services. The current Housing Resource Team continues to work collaboratively through public, private housing and social service agencies. In another example, a group of agencies including United Way of Northwest Vermont and the City of Burlington via Burlington Police Department, the Agency of Human Services and the University of Vermont Medical Center, Vermont Department of Health, and others are part of a collective impact project regarding the burgeoning opioid addiction crisis impacting our area.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

In this section, the City addresses the program-specific requirements for the Annual Action Plan. The two specific programs addressed in this section are CDBG and HOME.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	\$65,000
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

All HOME funds are invested in a manner consistent with 24 CFR 92.205(b)(1). Specifically, HOME funds are invested in interest-bearing and non-interest-bearing amortizing loans and in deferred

loans and grants.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

For homebuyer projects where the Program provides HOME funds for low-interest loans for eligible homebuyers to assist with down payment and closing costs on eligible two to four unit owner-occupied properties, the Program uses “recapture” provisions per 92.254(a)(5)(ii). These loans are secured by subordinate mortgages. When properties assisted with HOME funds for this purpose are sold, transferred, or if the primary residency is violated, then the full amount of the loan plus any accrued interest is to be repaid to the Program. Only the direct subsidy (down payment assistance, closing costs, or other HOME assistance provided directly to the homebuyer and/or the difference between the fair market value of the property and the reduced sales price attributable to HOME development assistance) is subject to recapture. However, the recapture amount shall not exceed the amount available from net proceeds. The net proceeds are the sales price minus loan repayment(s) (other than HOME funds) and closing costs. If this repayment occurs during the Home Affordability Period (HAP), then the funds are not considered to be program income. If this repayment occurs after the HAP, then the funds are considered to be program income. The written agreements shall include language that makes it clear that recaptured funds after the HAP shall be considered program income.

When a property owner assisted with HOME funds for this purpose refinances their principal mortgage, the Program shall consider executing a subordination agreement upon receiving a written request with sufficient documentation on current fair market value and proposed refinancing amount. When considering such requests to subordinate its HOME mortgage, the Program shall require that the loan-to-value ratio be no greater than 100%.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Resale Policy for HOME Subsidy on Owner-Occupied Homes: For homebuyer projects which are developed by nonprofits and which have perpetual affordability, the City uses “resale” provisions per 92.254(a)(5)(i) when HOME funds are used. During the HAP, the property must be sold to a low-income homebuyer. The original buyer of the HOME unit shall receive fair return on investment. The Burlington HOME program defines “fair return” by the following formula: Fair Return = Sale Price - Outstanding Mortgage Debt - 75% of the market appreciation (if any) + the capital improvement credit. The Program defines capital improvements as any investment in the house that is not considered maintenance. Items like appliances, flooring, painting, roof, heating systems, electrical or plumbing are considered maintenance and not eligible. Most common capital improvements are finishing basements, adding decks, garages, sheds, square footage, baths, or upgrades in flooring or kitchens. This definition of “Fair Return” will typically return to the seller

their original equity investment if the original purchase price is less than or equal to the sale price to the new buyer. In the event that a HOME “resale” unit sells for less than the original purchase price, then the difference comes from a reduction in the seller’s equity (from their down payment and/or reduction of loan principal). This is the equity sharing formula used by both the Champlain Housing Trust and Green Mountain Habitat for Humanity. The Burlington HOME program defines "affordable to a reasonable range of buyers" as a home where the sum of the annual loan principal, interest, taxes, and insurance is less than 33% of the household's annual gross income.

The Program shall not allow the resale of a HOME-assisted unit to a subsequent homebuyer who is not low-income. When a HOME-assisted homeownership unit that is encumbered (through the requirements of another funding source such as the Vermont Housing and Conservation Board (“VHCB”)) with covenants ensuring perpetual affordability for households below 80% of area median income is sold, resale provisions ensure compliance with the HOME affordability requirements. HOME funds which go into homebuyer units are typically, but not always, grants. The Program does not recapture the HOME funds unless the VHCB covenants are extinguished and the affordability is no longer ensured. The only scenario where the Program can envision requiring repayment of the above funds is if a) the HAP had expired and b) the statewide funder, the VHCB (which requires permanent (99 Year) affordability), for whatever reason chose to extinguish their covenants and the project effectively was leaving the permanently affordable housing stock.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Multi-family projects developed by locally-based housing organizations that receive HOME funds for rehabilitation may utilize HOME funds to refinance existing debt, consistent with 24 CFR 92.206(b)(2), if they meet the following guidelines:

- Refinancing is necessary to permit or to continue affordability under 24 CFR 92.252;
- Rehabilitation is the primary eligible activity. A minimum of \$7,500 of rehabilitation per unit is required;
- The grantee must demonstrate management capacity and practices that ensure that the long-term needs of the project can be met, and the targeted population can be served over an extended affordability period;
- The grantee must demonstrate that the new investment is being made to maintain current affordable units, to create greater affordability in current affordable units, or to create additional affordable units;
- The minimum HOME affordability period shall be 15 years, and all HOME-assisted projects developed by locally-based housing organizations are required to be perpetually affordable;
- Refinancing will be limited to projects that have previously received an investment of public

funds;

- HOME funds may be used for refinancing anywhere in the City of Burlington;
- HOME funds cannot be used to refinance multi-family loans made or insured by any Federal program, including CDBG.

It is the policy of the City of Burlington HOME Program to provide information and otherwise attract eligible persons in the housing market area to available housing constructed or rehabilitated under the HOME Program without regard to race, color, national origin, sex, religion, sexual orientation, familial status, receipt of public assistance, or disability. The City of Burlington HOME Program incorporates the Equal Housing Opportunity logo in its letterhead, press releases and advertisements. For projects where five or more units are being assisted with HOME funds, grantees receiving HOME funds are required to contact one or more of the following agencies before filling vacancies during the HOME affordability period as stated in the HOME Program Loan/Grant agreement: local or State Housing Authority, Community Action agencies, area Mental Health and Developmental Disability agencies, area Office on Aging agencies, area homeless shelters, the Department of Social Welfare, Committee on Temporary Shelter, Vermont Center for Independent Living or any statewide handicapped accessibility clearinghouse, area AIDS service organizations, medical centers, schools, municipalities and any other social service agencies. Any advertisement of vacant rental or ownership units during the HOME affordability period must include the equal housing opportunity logo or statement. Advertising media may include newspapers, radio, television, brochures, leaflets, or simply a sign in a window. Housing borrowers, grantees or property management agents must display the fair housing poster in areas that are accessible to the public. Property owners or their management agents must maintain a file containing a record of all marketing efforts (e.g., copies of newspaper ads, copies of letters). The City's HOME Program monitors compliance as part of its ongoing monitoring process. Where noncompliance is discovered, the HOME Program will provide technical assistance to secure voluntary compliance. If this proves unsuccessful, the HOME Program will refer aggrieved parties to appropriate entities to seek redress.

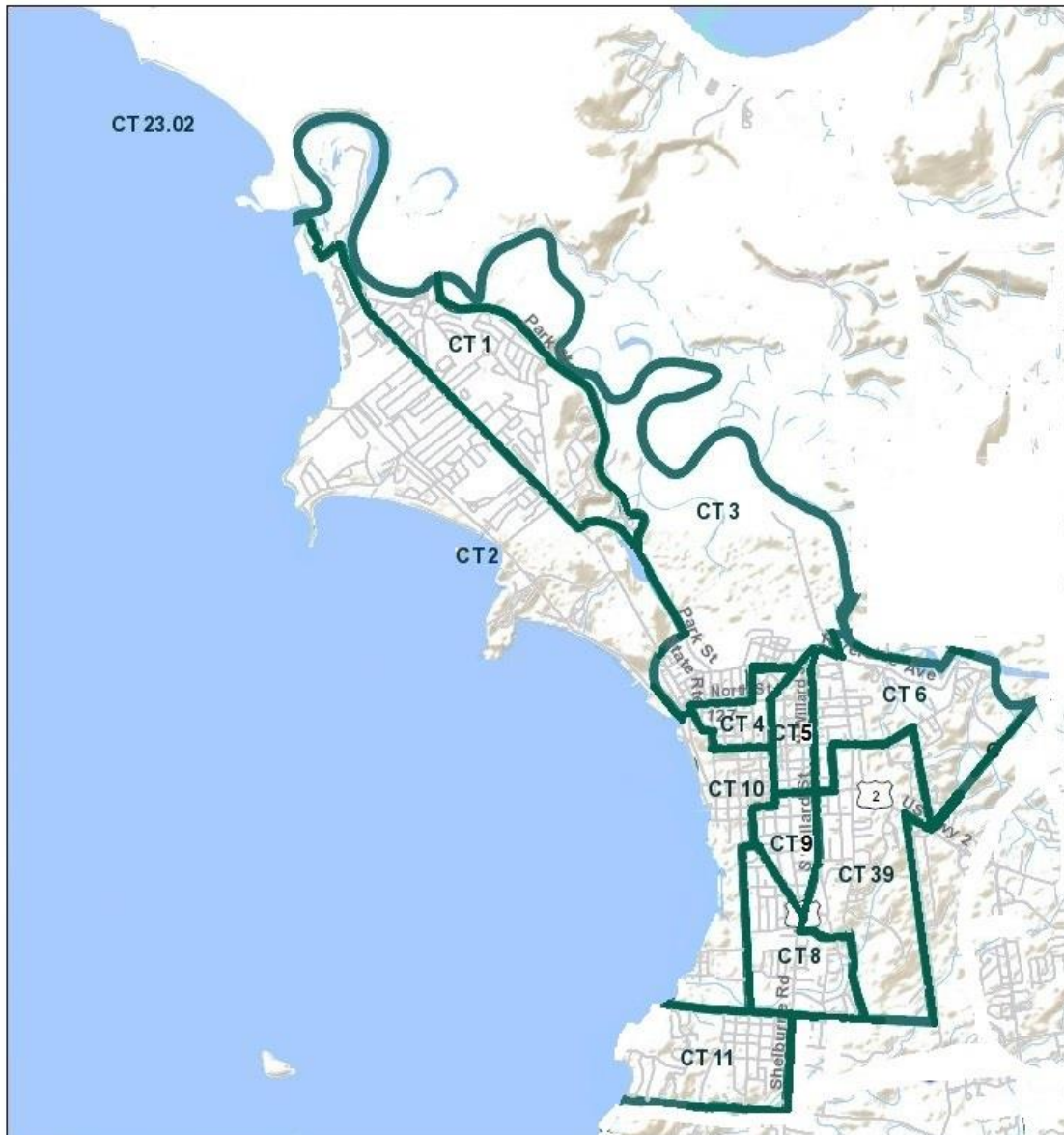
The City's HOME program uses the HOME affordable homeownership limits provided by HUD for homebuyer assistance and for rehabilitation of owner-occupied single family housing. When using HOME funds with non-profit projects, the City accepts applications on a rolling basis and distributes funds as available to eligible and viable projects. Detailed information on applicant eligibility and how to apply can be found on the CEDO's website. The City does not limit or give preference to HOME applicants or beneficiaries.

Appendix

1. Burlington Low/Moderate Income Population by Census Tract & Block Group
2. Burlington Census Tract Map

<u>Code</u>	<u>State</u>	<u>County</u>	<u>Neighborhood Revitalization Strategy Area?</u>	<u>Low Income</u>	<u>Low/Mod Income</u>	<u>Low/Mod/M ed Income (LMMI)</u>	<u>Low/Mod Universe</u>	<u>% LM Income/ LM Uni</u>	<u>Over 51% L/Mi</u>	<u>Tract Over 51% L/Mi</u>
Census Tract 1, Block Group 1	VT	Chittenden		940	1225	2075	3050	40.16%	No	No
Census Tract 1, Block Group 2	VT	Chittenden		355	525	705	1200	43.75%	No	No
Census Tract 2, Block Group 1	VT	Chittenden		580	825	1085	1,345	61.34%	Yes	No
Census Tract 2, Block Group 2	VT	Chittenden		160	410	1,320	1,880	21.81%	No	No
Census Tract 2, Block Group 3	VT	Chittenden		105	135	370	700	19.29%	No	No
Census Tract 2, Block Group 4	VT	Chittenden		290	580	925	1,345	43.12%	No	No
Census Tract 3, Block Group 1	VT	Chittenden	Yes	1105	1,585	2,125	2,335	67.88%	Yes	Yes
Census Tract 3, Block Group 2	VT	Chittenden	Yes	470	780	980	1,255	62.15%	Yes	Yes
Census Tract 4, Block Group 1	VT	Chittenden	Yes	930	1130	1305	1,330	84.96%	Yes	Yes
Census Tract 4, Block Group 2	VT	Chittenden	Yes	635	960	1,100	1,130	84.96%	Yes	Yes
Census Tract 4, Block Group 3	VT	Chittenden	Yes	345	520	730	760	68.42%	Yes	Yes
Census Tract 5, Block Group 1	VT	Chittenden	Yes	750	925	1100	1110	83.33%	Yes	Yes
Census Tract 5, Block Group 2	VT	Chittenden	Yes	1,525	1,645	1,820	1,965	83.72%	Yes	Yes
Census Tract 5, Block Group 3	VT	Chittenden	Yes	905	1,050	1,125	1,190	88.24%	Yes	Yes
Census Tract 6, Block Group 1	VT	Chittenden	Yes	1,465	1,945	2,280	2,795	69.59%	Yes	Yes
Census Tract 6, Block Group 2	VT	Chittenden	Yes	820	1,060	1,210	1,450	73.10%	Yes	Yes
Census Tract 8, Block Group 1	VT	Chittenden		745	1,125	1,510	2,070	54.35%	Yes	No
Census Tract 8, Block Group 2	VT	Chittenden		70	140	220	590	23.73%	No	No
Census Tract 9, Block Group 1	VT	Chittenden		165	205	265	515	39.81%	No	Yes
Census Tract 9, Block Group 2	VT	Chittenden		430	505	570	735	68.71%	Yes	Yes
Census Tract 9, Block Group 3	VT	Chittenden		600	750	850	885	84.75%	Yes	Yes
Census Tract 10, Block Group 1	VT	Chittenden	Yes	590	725	905	1,240	58.47%	Yes	Yes
Census Tract 10, Block Group 2	VT	Chittenden	Yes	655	885	980	1,075	82.33%	Yes	Yes
Census Tract 11, Block Group 1	VT	Chittenden		415	655	905	1,395	46.95%	No	No
Census Tract 11, Block Group 2	VT	Chittenden		165	255	455	770	33.12%	No	No
Census Tract 39, Block Group 1	VT	Chittenden		250	360	440	865	41.62%	No	Yes
Census Tract 39, Block Group 2	VT	Chittenden		285	300	365	520	57.69%	Yes	Yes
Census Tract 39, Block Group 3	VT	Chittenden		20	20	20	30	66.67%	Yes	Yes
CITYWIDE				15,770	21,225	27,740	35,530	59.74%	Yes	Yes

TIGERweb



April 10, 2015

- Census Tracts
- States
- Counties
- Census Tracts
- States

Source: U.S. Census Bureau
Sources: ESRI, USGS, NOAA

Created with: TIGERweb
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Amendments made in April 2022 can be found highlighted below.

CITIZEN PARTICIPATION PLAN

The City of Burlington, through its Community & Economic Development Office (CEDO), strongly encourages public involvement in the Consolidated Plan process, the development of the Assessment Fair Housing (AFH) Plan, and use of Community Development Block Grant money, including Section 108 guarantee loan funds. This Citizen Participation Plan outlines the City's policies and procedures regarding that public involvement.

In the development of the Consolidated Plans, Annual Action Plans, AFH Plan and any substantial amendments to these Plans, the City of Burlington will encourage the participation of local and regional institutions as well as the Chittenden County Homeless Alliance (CoC), nonprofit, philanthropic, community-based and faith based organizations, as well as businesses and developers. In order to respond to the needs of the more than 2,000 Limited English Proficient (LEP) Burlington residents, as well as other stakeholders, and ensure they are able to fully access and participate in the development of these plans, CEDO will assess its language needs and identify any need for translation of notices and other vital documents.

The Citizen Participation Plan, together with the Consolidated Plan, the Annual Action Plans, any substantial amendments to these Plans, and the annual performance reports on the progress of the Consolidated Plan and the AFH, are available at the Community & Economic Development Office, on its website as well as list the other public places it is available.

This Plan, together with all other materials relating to the City's CDBG and HOME programs, are available in alternative formats for persons with disabilities. For information, contact the Community & Economic Development Office at 865-7144.

Citizen Advisory Board for Entitlement Funds

The City of Burlington solicits applications for Community Development Block Grant (CDBG) funding during an annual Notice of Funding Availability (NOFA) application period, typically in December for awards to be made the following July. A Citizen Advisory Board will make recommendations each year to the Mayor and City Council on the allocation of CDBG Entitlement funds for projects administered by subgrantees. The City's Citizen Advisory Board reviews all eligible programs, and recommends award amounts to the Mayor and City Council, separately for Development and Public Service projects, since the Public Service programs have a strict cap per HUD regulations, these programs are always the most competitive.

1. The Board will include:

- Elected representatives from each of the City's wards, chosen through the Neighborhood Planning Assemblies;

- Possible representatives from community partners such as the United Way and the State of Vermont;
 - Up to three appointments by the Mayor; the Mayor will attempt to ensure to the fullest extent possible that the Board represents the existing racial and economic diversity of the community.
2. The members of the City Council Community Development & Neighborhood Revitalization Committee will serve as *ex officio* members of the Board.

Occasionally, there are years with insufficient request for Development funding. In this circumstance, the City will accept Development applications outside the NOFA period for programs that fall within the City's stated priorities in the Consolidated Plan and for the pertinent Action Plan year.

Public Hearings

1. The City will hold at least two public in-person hearings during the year to obtain citizens' views about housing and community development needs, development of proposed activities and review of program performance. Virtual meeting may be allowed during the COVID-19 pandemic. At least one public hearing will be held to obtain the views of citizens on housing and community development needs (including priority non-housing community development needs) before the Consolidated Plan is published for comment and before any application for Section 108 loan guarantee assistance is submitted. The City will also hold at least one public hearing during the update of the Assessment Fair Housing Plan.
2. The City will ensure adequate public notice before each virtual or in-person public hearing, with sufficient information published about the subject of the hearing to permit informed comment. Public hearings will be announced online and in the newspaper. Citizens will be notified of the public hearings two weeks before they are held. Citizens must be notified of public hearings a minimum of four days during the COVID-19 pandemic.
3. Advanced public notice will also be given of all public meetings relating to the Consolidated Plan and performance progress.
4. The City will hold all public hearings at times and locations convenient to potential and actual beneficiaries and accommodations will be made for people with disabilities. All hearings will be held in accessible locations, and sign language interpreters will be made available upon advance request except when they are held online due to public safety measures in place during the COVID-19 pandemic. Public hearings will be televised on the local public access channel.
5. The City will provide interpretation services for non-English speaking residents at public hearings upon advance request, provided such services are available in the community.

Development of the Consolidated Plan

1. The City, through CEDO, will make a concerted effort to notify citizens, agencies and organizations of the development of the Consolidated Plan and the availability of CDBG funds through mailings, online postings and public notices in the newspaper. In addition, CEDO will notify the Steering Committees of the City's Neighborhood Planning Assemblies.
2. CEDO will conduct workshops at various and convenient times to inform and educate citizens on the development of the Consolidated Plan and the availability of funds. CEDO will provide technical assistance to all applicants, with special efforts to assist groups which represent predominately low and moderate income persons.
3. Before the City adopts the Consolidated Plan, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to be made available and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low and moderate income.
3. The City will publish its proposed Consolidated Plan for review and comment. The City will publish a newspaper summary describing the contents and purpose of the Consolidated Plan and listing the locations where the entire plan may be examined. The entire plan will be made available for review and examination at the Community & Economic Development Office, on its website as well as list the other public places it is available. The City will provide a reasonable number of free copies of the Plan to residents and groups that request it.
4. The City will receive and consider comments on the proposed Consolidated Plan for 30 days before preparing the final Consolidated Plan. A summary of any comments or views not accepted and the reasons why, shall be attached to the final Con Plan.

Development of Section 108 Loan Guarantee Assistance Applications

1. Before the City submits an application for Section 108 loan guarantee assistance, the City will make available to citizens, public agencies and other interested parties information that includes the amount of assistance the City expects to be made available (including program income), the range of activities that may be undertaken, the estimated amount that will benefit persons of low and moderate income, and any activities likely to result in displacement.
2. The City will publish its proposed application for review and comment. The City will publish a newspaper summary describing the contents and purpose of the application and listing the locations where the entire application may be examined. The entire application will be made available for review and examination at the Community & Economic Development Office and on its website.

3. The City will receive and consider comments on the proposed application for 30 days before preparing the final application.

Development of the Affirmatively Furthering Fair Housing (AFFH) Plan

1. Before the City submits an AFH Plan, the City will ensure meaningful community participation to include residents, other interested members of the public, populations who have historically experienced exclusion, including racial and ethnic minorities, residents of predominately low-and moderate-income neighborhoods, limited English proficient (LEP) persons, residents of public and assisted housing developments neighborhoods where CDBG funds are proposed to be used and persons with disabilities. This will include members of the public in the jurisdictions of each collaborating program participant (Burlington and Winooski Housing Authorities) and not just of the City of Burlington as the lead entity.
2. The City will make any proposed analysis and the relevant documents, including the HUD-provided data and any other data to be included in the AFH, available to the public.
3. The City will consult with agencies and organizations identified in the consultation requirement.
4. The City will publish its proposed AFH Plan for review and comment. The City will publish a newspaper summary describing the contents and purpose of the Plan. The entire plan will be made available for review and examination at the Community & Economic Development Office and on its website, as well as list the other public places it is available. The City will provide a reasonable number of free copies of the Plan to residents and groups that request it.
5. The City will receive and consider comments on the proposed AFH Plan for 30 days before preparing the final AFH Plan. A summary of any comments or views not accepted and the reasons why, shall be attached to the final AFFH plan.
6. The City will provide for at least one public hearing during the development of the AFH and provide sufficient notice of this public hearing;

Amendments to the Consolidated Plan

1. The City will consider the following changes to be amendments to the Consolidated Plan, and the Annual Action Plan, and subject to the citizen participation process, in accordance with its Citizen Participation Plan. A substantial change is defined as one of the following occurrences:
 - A change that adds a new **project** not previously mentioned in the Action Plan,

- A change that cancels a project that involves more than 10% or more of the fiscal year's funding allocation,
 - A significant change in the allocation priorities or change in method of distribution of funds.
2. Substantial amendments to the approved Consolidated Plan or Action Plan must be authorized by the Mayor and the Board of Finance, and will be made public by postings and public notices in the newspaper.
 3. The City will receive and consider comments on substantial amendments to the Consolidated Plan or Action Plan for 30 days before implementing those amendments. During the COVID-19 pandemic, the City will receive and consider comments on substantial amendments to the Consolidated Plan or Action Plan for at least seven days before implementing those amendments.

Amendments to the AFH Plan

1. The City will consider the following changes or revisions to be amendments to an accepted AFH Plan, and subject to the citizen participation process, in accordance with its Citizen Participation Plan. A material change is defined as when the information on which the AFH is based on, no longer reflect actual circumstances.
 - Presidentially declared disasters,
 - Significant demographic changes;
 - New significant contributing factors in the participant's jurisdiction;
 - Civil rights findings, determinations, settlements (including Voluntary Compliance Agreements), or court orders; or
 - HUD's written notification specifying a material change that requires the revision.
2. A revision may not necessarily require the submission of an entirely new AFH. The revision need only focus on the material change and appropriate adjustments to the analyses, assessments, priorities, or goals.
3. Where a revision is required for any reason other than a Presidentially declared disaster, the revision shall be submitted within 12 months of the onset of the material change, or at such later date as HUD may provide. Where the material change is the result of a Presidentially declared disaster, such time shall be automatically extended to the date that is 2 years after the date the disaster declaration is made, and HUD may extend such deadline, upon request, for good cause shown.
4. If HUD required the revision, HUD will specify a date by which the City must submit the revision of the AFH to HUD. Should the City not agree with the need to revise the AFH, the City must notify HUD with the reasons why the City believes a revision is not required within 30 calendar days. HUD will respond on or before 30 calendar days following the date of the receipt of the City's communication and will advise in writing whether HUD agrees or disagrees with the City. If HUD disagrees, the City must proceed with the revision. HUD may establish a new due date that is later than the date originally specified.

5. Material change amendments to an accepted AFH must be authorized by the Mayor and the Board of Finance, and will be made public by postings and public notices in the newspaper.

6. The City will receive and consider comments on material change amendments for 30 days before implementing those amendments. A summary of any comments or views not accepted and the reasons why, shall be attached to the final material change amendments to the AFH plan.

Performance Reports

1. The City will prepare a performance report each year on the progress of the Consolidated Plan in accordance with the requirements of the U.S. Department of Housing & Urban Development.
2. Citizens will be afforded notice of the performance report through online postings and newspapers. The performance report will be available at CEDO, on its website for review as well as list the other public places it is available.
3. The City will receive and consider comments on the performance report for 15 days before the report is submitted to HUD.

Access to Information and Records

1. The City, through CEDO, will provide citizens, public agencies and other interested parties with reasonable and timely access to information and records relating to the City's Consolidated Plan and the City's use of funds under the CDBG and HOME programs during the preceding five years.
2. The City, through CEDO, will regularly communicate with citizens and applicants for CDBG funds regarding the progress of the Consolidated Plan. Neighborhood Planning Assembly representatives of the Citizen Advisory Board will be encouraged to communicate with the Neighborhood Planning Assemblies on the progress of the Advisory Board.

Comments and Complaints

1. The City will consider any comments or views of citizens received in writing or orally at public hearing, in preparing this Citizen Participation Plan, the final Consolidated Plan, substantial amendments to either Plan, the annual performance reports and the AFH Plan. A summary of these comments or views will be attached to the Citizen Participation Plan, the final Consolidated Plan, substantial amendment, performance report or AFH Plan.

2. The City, through CEDO, will respond to written complaints received by CEDO relating to the Consolidated Plan, any amendments to the Plan, the AFH and the annual performance reports. Upon request, CEDO will transcribe oral complaints for signature by the complaining person or organization. Where practicable, CEDO will respond to complaints within 15 working days of receiving the written complaint.

Displacement

The City will minimize displacement of persons (families, individuals, businesses, nonprofit organizations and farms) and will assist any persons displaced as a result of projects assisted with CDBG and/or HOME funds in accordance with the City of Burlington's Housing Initiatives Program Displacement Policy. That policy is available upon request from CEDO.



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

Councilor Zoraya Hightower, Chair, Ward 1

Councilor Sarah Carpenter, Ward 4

Councilor Joe Magee, Ward 3

Committee members: Chair Zoraya Hightower (ZH) Sarah Carpenter (SC), Joe Magee (JM)

City staff: Christine Curtis

Other Attendees: Brian Pine, Katie Kinstedt Marcella Gange, CEDO; Leslie and Jerry Williams; Joel Baird; Gail Rafferty; Andrea Rogers; Mary Tierney

Thursday, April 21, 2022

5:00 PM – 7:00 PM

Virtual Zoom

Draft Minutes

Meeting Started at 5:01 PM

1. Approve agenda

MOTION by Councilor Magee, SECOND by Councilor Carpenter, to amend the agenda as follows: adding 1.5 Public Forum and 3.5 Update on Shelter Pods. VOTING: unanimous; motion carries.

1.5 Public Forum

- Jerry Williams spoke about the tenting in City public parks
- Joel Baird echoed the sentiments about the parks/camping issue and does not think it is a good idea to lift the no camping ban
- Gail Rafferty asked about the City Attorney weighing in on the camping ordinance
- Andrea Rogers is concerned about the current wording of the camping ordinance
- Mary Tierney would like to distinguish the park lands that applies to this ordinance

2. Approve minutes: 3/17/22

MOTION by Councilor Carpenter, SECOND by Councilor Magee, to adopt the minutes as presented

VOTING: unanimous; motion carries.

3. 2022 Annual Action Plan presentation – CEDO

- Katie Kinstedt presented – materials can be found on CDNR webpage
- SC asked about the Advisory Board
- ZH asked about CHT Cambrian Condos
- JM asked if the applications are available to review
- JM asked about the VFW project

MOTION by Councilor Magee, SECOND by Councilor Carpenter to sponsor this item at the May 9th City Council Meeting

VOTING: unanimous; motion carries.

3.5 Update on Shelter Pods

- Brian Pine stated that management of this project is a concern and that it will not move forward until management is in place
- Community meetings – happening every month, gives neighbors an opportunity to get updates and address concerns
- Zoning permit has been filed, Public Hearing happening in May
- Neighborhood, door to door canvassing being conducted by CEDO staff
- Marcella Gange discussed outreach at the ONE Community Center, translated versions of frequently asked questions is available
- Management of Property:
 - CVOEO will provide support services through Community Resource Center
 - Talking with Howard Center to potentially provide mental health services
 - Food and healthcare through the Community Resource Center
 - Still working on the physical management of the site
- SC asked about security staff, Marcella stated this needs to be worked out with the operating partners
- SC stated there is concern about guests coming to the site who are not permitted to live in the pods
- ZH asked about concerns and where they are documented
- SC asked about timeline, Brian stated May 17th is a permit approval date, then a 30-day appeal period, August for construction

4. CDNR schedule/meeting dates

- Off Council Mondays after BOF special meetings conclude
- Next meeting Tuesday, May 24th at 5 PM
 - Camping Ordinance
- Following will be Tuesday, June 14th at 5 PM

5. Upcoming agenda items

- Legal Review – Camping ordinance
- Landlord Licensing
- Non-Citizen voting
- Just Cause Eviction (potentially)
- ELI update
- Fair Housing presentation
- Tax Policy

6. Other Business

7. Adjournment

MOTION by Chair Hightower to adjourn meeting at 6:31 PM.

VOTING: unanimous; motion carries.