

2013 Consolidated Plan for Housing & Community Development

City of Burlington, Vermont

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Executive Summary

ES-05 Executive Summary

The City is required to have a Consolidated Plan for Housing & Community Development in order to receive funding within two federal programs: the Community Development Block Grant (CDBG) and HOME Investment Partnership Act (HOME) programs. The CDBG program grows local economies and improves 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 U.S. Department of Housing & Urban Development (HUD) provides direct grants to over 1,200 state and local governments, called entitlement communities, including the City of Burlington, on a formula basis each year. The City, in turn, awards grants and loans to local nonprofits and also provides direct services to residents and businesses through several CDBG-funded programs. In 2012, the City received \$626,689 in CDBG funding and \$340,710 in HOME funding. This Consolidated Plan assumes that these funding streams will be received at diminished levels for the next five years since at the time of this publication the annual allocation has not been released. The Consolidated Plan provides detailed information about city demographics, the local housing market and the local economy. It outlines housing, community and economic development needs and priorities for the City. This Consolidated Plan covers the five-year period beginning in July 2013.

The federal statutes that created the CDBG and HOME programs lay out three basic purposes against which HUD evaluates the Consolidated Plan and the City's performance under the Plan. Those three statutory program purposes are: decent housing, expanding economic opportunities, and providing a suitable living environment for low- and moderate-income persons. In the following section, a more detailed explanation of the three program purposes is provided.

The Consolidated Plan is organized into four sections: Needs Assessment, Market Analysis, Strategic Plan and One Year Action Plan. The Needs Assessment Section provides a concise summary of the City's estimated housing and community development needs for the next five years. The Market Analysis overview provides an analysis of the housing market, homeless housing and facilities and the City's economic characteristics. The Strategic Plan selects priorities among the existing needs, describes the City's specific objectives for the next five years (given available resources), and describes how the City will carry out its action strategies. The Action Plan details how the City plans to spend the CDBG and HOME resources on specific activities.

After the close of each program year, the City prepares a Consolidated Annual Performance Evaluation Report (CAPER) to report on progress and on CDBG and HOME expenditures during the year.

CDBG Purposes

The entitlement funds provided to the City of Burlington allow the City to address the housing, homeless and community development needs of the jurisdiction. The three statutory purposes for the Community Development Block Grant are decent housing, expanded economic opportunities and providing a suitable living environment.

DECENT HOUSING, which includes:

- Assisting homeless persons obtain affordable housing;
- Assisting persons at risk of becoming homeless;
- Retaining the affordable housing stock;
- Increasing the availability of affordable, permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;
- Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and
- Providing affordable housing that is accessible to job opportunities.

EXPANDED ECONOMIC OPPORTUNITIES, which includes:

- Job creation and retention;
- Establishment, stabilization and expansion of small businesses (including micro-businesses);
- The provision of public services concerned with employment;
- The provision of jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan;
- Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- Access to capital and credit for development activities that promote the long-term economic and social viability of the community; and
- Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

A SUITABLE LIVING ENVIRONMENT, which includes:

- Improving the safety and livability of neighborhoods;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- Restoring and preserving properties of special historic, architectural, or aesthetic value; and

- Conserving energy resources.

Summary of the Objectives and Outcomes Identified in the Plan Needs Assessment Overview

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 very low vacancy rate are three significant factors that contribute to the need for affordable housing in Burlington. In the Needs Assessment Section, for both renters and owners, at all income levels and across all household types, cost burden is the most pressing housing problem. Fifty-one percent of all renter households are cost-burdened. Cost burden is most acute among extremely low-income renters with 69% paying more than 30% of their income for housing.

In the Market Analysis Section, it is noted that there are a total of 140 affordable units in the City whose affordability restrictions will expire in the next five years. It is also noted that over 47% of the City's housing stock was built before 1950. The rental vacancy rate, which is measured every six months by the firm of Allen & Brooks, runs well below the national and regional rates, averaging well below 2% over the last three years.

Due to these factors, the following initiatives will be on the City's housing agenda the next five years. 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 resources 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 for the state. The City uses CDBG to focus on job creation and retention through technical assistance and gap financing for businesses, and to support low-income residents in business ownership through entrepreneurial training and loans. There will be opportunity in the next five years to invest a small amount of CDBG resources into actual bricks and mortar projects to stimulate economic growth in our Neighborhood Revitalization Strategy Area. These uses of CDBG resources have proven to be effective and cost-efficient in creating and retaining businesses and jobs, in leveraging other resources, in increasing tax revenues to support City services, in supporting local ownership, and in revitalizing neighborhoods.

The City has also historically used CDBG resources to address barriers to economic opportunity and will continue to do so. Affordable, quality early care and education is one example; this is an identified community priority and an activity which has multiple long-term impacts – the ability of parents to get and keep a job and be productive at work; children's success in school; and ultimately, the quality of the local workforce; and even public safety costs. There are other barriers as well, such as limited English proficiency, which will sometimes call for the investment of CDBG dollars. 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. 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.

Legacy Plan

In 2000, City residents came together to build a common vision of Burlington's future. Known as the Legacy Action Plan, this sustainability document (one of the first of its kind in the country) captures the input and hopes of thousands of Burlington residents and their community dreams and aspirations for the future. Unlike traditional sustainability plans, Burlington's Legacy Action Plan reflects our shared understanding and belief that sustainability is not only about the environment, but the nexus between the 4 E's: social **equity**, **economic** vitality, quality **education**, and a healthy natural **environment**.

The Legacy Plan is undergoing an update. This revised version will capture the changing and evolving priorities and interests of Burlington stakeholders while preserving the original vision outlined a decade ago. The update also harmonizes the Legacy Plan with two HUD-funded sustainable communities' initiatives currently underway: the Downtown/Waterfront planning effort known as [planBTV](#) and the regional sustainability planning effort known as the ECOS project.

The updated Plan reflects input from community stakeholders shared at Legacy Town Meetings, the planBTV and ECOS engagement processes, discussions at neighborhood planning gatherings, diversity and equity celebrations, conversations around climate and transportation planning, and through other community engagement activities. The Plan is organized around sectors, goal, and actions. Goals are the general, long-range desired outcomes of the community. Goals are used to help define indicators that will gauge our progress towards achieving these goals. This update also includes new and emerging actions.

The updated Plan not only captures and honors the original structure, it also includes some new and emerging sectors and goals, particularly around diversity and equity, and the role and importance of addressing pressing transportation challenges.

planBTV

PlanBTV, Downtown & Waterfront Plan, is the latest planning effort the City has conducted; concentrating on developing a vision for Burlington's downtown and waterfront areas. The process began in 2011 with a series of existing conditions analyses to help us understand Burlington's realities for: housing, retail & real estate market, public infrastructure, climate change, etc. PlanBTV is the result of an 18-month public engagement process in which more than 2,000 residents, business owners and nonprofit organization members participated, sharing their ideas and vision for the future. Seven place-based themes emerged from the process and mesh very well with the Legacy overarching sustainability goals.

- Vibrant Economy – local food, local business, local character
- Housing Choice – choice, affordability, dignity
- Transportation Choice – walking, biking, transit, driving
- Active and Healthy Living – access to nature, arts, people, entertainment

- Environmental & Cultural Stewardship – access to clean water, clean air, & natural spaces
- Sense of Plan – civic pride, tolerance, community, authenticity
- Creativity & Innovation – innovation, arts, creativity

Specifically relevant to the work of the City under the Consolidated Plan, planBTV calls for more housing in our downtown and entire city. With a less than 3% vacancy in the housing stock, 61% of all renters in Burlington are paying more than 30% of their income for housing. PlanBTV calls for the elimination of certain regulatory barriers to allow for more housing to be built. Additional and more diverse housing will positively affect affordability and allow people to live closer to their workplace, therefore also reducing their transportation costs.

Evaluation of Past Performance

Under the previous Consolidated Plan, we have completed four of five program years. For affordable housing, we are exceeding our target for rental rehab, new transitional housing and lead abatement. We are behind in producing new affordable rental units, promoting homeownership and preserving existing housing. Goals should be met in preserving existing housing this year and rehabilitating owner housing. The low homeownership numbers reflect a decline in the housing market overall and the challenges of mortgage financing. Declining CDBG resources, combined with the highly staff-intensive nature of small projects (necessary to ensure compliance with federal regulations), have meant that we have had to limit assistance for owner rehab and small rental rehab projects. Larger development projects might have taken longer to complete, but they are not stalled.

Under the economic opportunity priority, we have exceeded all of our target goals for business and job creation/retention, enhancing commercial infrastructure and reducing the barriers to economic opportunities.

We are meeting and exceeding all of our public service target goals. In the area of public facilities and brownfields, we are exceeding our targets in some areas and falling short in others. Remediation of brownfields is behind but progressing towards the goal.

DECENT HOUSING

GOAL: All Burlington residents have a range of housing options that offer them safe, decent, appropriate, secure and affordable housing.

Community Indicators: Rental Vacancy Rate, Homeownership Rate, # of Foreclosures, # of Affordable Units, Level of Cost Burden, # of Homeless

STRATEGY: PRODUCE NEW AFFORDABLE RENTAL HOUSING

Objective: Develop 128 new units of affordable rental housing over the next five years

4-Year Progress: 54 units completed, 34 underway, 63 in predevelopment

STRATEGY: PROMOTE HOMEOWNERSHIP

OBJECTIVE: Develop 41 new units of affordable owner housing over the next five years

4-Year Progress: 8 units completed, 8 underway

Objective: Help 235 low- and moderate-income residents purchase a home over the next five years

4-Year Progress: 73 purchases completed, 3 underway

STRATEGY: PRESERVE AND UPGRADE EXISTING HOUSING

Objective: Preserve 535 units of affordable housing with expiring subsidies over the next five years

4-Year Progress: 98 units completed, 141 underway

Objective: Rehab 74 units of rental housing over the next five years

4-Year Progress: 118 units completed, 14 underway

Objective: Rehab 33 units of owner housing over the next five years

4-Year Progress: 28 units completed, 7 underway

STRATEGY: PROTECT THE VULNERABLE

Objective: Help 3,585 residents each year over the next five years to remain housed and living independently

4-Year Progress: Averaging 4,252 residents annually

Objective: Provide 880 homeless residents with shelter and services each year over the next five years

4-Year Progress: Averaging 2,250 residents annually

Objective: Produce 36 new units of transitional housing over the next five years to help homeless residents move towards permanent housing

4-Year Progress: 47 units completed

Objective: Develop 88 new units of permanent supportive / special needs housing over the next five years

4-Year Progress: 71 units completed, 16u nderway, 39 in predevelopment

Objective: Reduce lead hazards in 180 housing units over the next three years

4-Year Progress: 203 units completed

ECONOMIC OPPORTUNITY

GOAL: A prosperous Burlington economy provides all Burlington residents with access to livable wage jobs, to the education and training that qualify them for those jobs, to business ownership opportunities, and to the supports necessary to access those opportunities.

Community Indicators: Unemployment Rate, # of Jobs in the City, Commercial Vacancy Rates, Sales and Entertainment Revenues, # of Preschoolers Enrolled in Accredited Programs, Children Ready for Kindergarten, Second Grade Reading Scores, Drop Out Rate

STRATEGY: RETAIN AND INCREASE THE NUMBER OF BUSINESSES AND JOBS IN BURLINGTON BY PROVIDING TECHNICAL ASSISTANCE, ENTREPRENEURIAL TRAINING AND BUSINESS LOANS

Objective: Support the start-up of 60 new businesses, the retention/expansion of 60 businesses, the creation of 190 new jobs and the retention of 75 jobs over the next five years by providing technical and financial assistance, information and training to 166 customers each year

4-Year Progress: 83 new business start-ups, 62 businesses expanded/retained, 1037 new jobs created, 581 jobs retained, average of 325 customers served annually

STRATEGY: ENHANCE COMMERCIAL INFRASTRUCTURE TO INCREASE BUSINESS OPPORTUNITIES AND THE CITY'S TAX BASE

OBJECTIVE: Support the development of 50,000 new sq. ft. and the retention/renovation of 150,000 sq. ft. of commercial space, the improvement of public infrastructure facilitating business development, and the collection of \$500,000 additional nonresidential property tax dollars over the next five years, with 1,750 associated construction jobs

4-Year Progress: 171,918 new sq. ft. developed, 320,168 sq. ft. renovated, 1,728 estimated construction jobs

STRATEGY: REDUCE BARRIERS TO ECONOMIC OPPORTUNITIES

Objective: Help families access quality childcare/early education for 75 children each year over the next five years

4-Year Progress: Averaging 123 children annually

Objective: Help 50 residents with improved access to economic opportunity each year over the next five years

4-Year Progress: Averaging 929 people annually

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SUITABLE LIVING ENVIRONMENT

GOAL: All Burlington residents enjoy livable, attractive neighborhoods, are assured of safety and quality of life in their neighborhoods and in their homes, and have the necessary community supports to thrive.

Community Indicators: Crime Rates, Participation in Youth Programming

STRATEGY: PROVIDE ACCESS TO SERVICES TO STABILIZE LIVING SITUATIONS; ENHANCE HEALTH, SAFETY AND QUALITY OF LIFE; AND IMPROVE YOUTH DEVELOPMENT

Objective: Help 2,000 residents access nutritious food each over the next five years

4-Year Progress: Averaging 5,124 people annually

OBJECTIVE: Help 400 youth access after school and summer recreational and educational opportunities each year over the next five years

4-Year Progress: Averaging 823 youth annually

OBJECTIVE: Help 400 residents access health and public safety services each year over the next five years

4-Year Progress: Averaging 1,193 people annually

STRATEGY: IMPROVE PUBLIC FACILITIES AND PUBLIC INFRASTRUCTURE TO FOSTER LIVABLE NEIGHBORHOODS AND ACCESS TO PUBLIC AMENITIES

OBJECTIVE: Improve 10 public facilities over the next five years

4-Year Progress: 26 facility renovations completed and 5 underway

OBJECTIVE: Improve the public infrastructure serving 39,815 residents over the next five years

4-Year Progress: College Street Improvements completed, Waterfront North and Side Streets Improvements and Scenic Byways underway

STRATEGY: REDEVELOP BROWNFIELDS INTO PRODUCTIVE USE

OBJECTIVE: Redevelop 61.2 acres of contaminated sites into 4 new/renovated public facilities, 61 new units of affordable housing and 8 new/renovated commercial spaces over the next five years

4-Year Progress: 8.95 acres completed and 64.20 underway; 2 new facilities completed and 3 underway; 98 new, preserved or renovated housing units completed and 141 underway; 2 new commercial spaces completed and space for 8 new businesses underway

Summary of Citizen Participation Process and Consultation Process

The Community & Economic Development Office is the lead agency responsible for overseeing the development of the Consolidated Plan and for administering the CDBG and HOME programs.

The process of developing the Plan began with a Public Hearing in September 2012 to hear community views on housing and community development needs, as well as comments on prior program year performance.

In December 2012 through March 2103, CEDO consulted with a number of groups and organizations, sharing or asking for data and for input on needs, priorities, inclusion of low-income residents in the CDBG allocation process and other issues. Those groups and organizations included the Continuum of Care, agencies providing health/ mental health services, agencies serving children, agencies serving people living with HIV/Aids, agencies serving seniors and persons with disabilities, agencies serving the homeless, and low-income residents and housing agencies.

CEDO met with each of the Neighborhood Planning Assemblies (NPAs) during December 2012 through March 2013 to discuss the Consolidated Plan. 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. CEDO also met separately with the Citywide NPA Steering Committee for additional discussion about the Consolidated Plan.

The draft Consolidated Plan was published online in April 2013. Notice of the draft Plan was published in a local newspaper and on CEDO's website.

A Public Hearing on the Consolidated Plan will be held before City Council on May 6, 2013. The Public Hearing will be televised over the local public access television station. A summary of the public comments which the City receives will be included in the Plan.

The most meaningful way in which Burlington residents participate in the Consolidated Plan process is their involvement in the nuts and bolts of spending decisions. Each of the City's seven wards 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 Board's recommendations have traditionally been adopted without change by the Mayor and City Council.

The City engaged in several alternative public involvement techniques during the development of this Plan. The City developed a short survey regarding the needs of the City. This survey was distributed throughout the City to local organizations who serve low-income populations including the homeless, local neighborhoods, online and via an electronic newsletter reaching over 1,200 residents. In addition

to the survey, CEDO appeared on a Live at 5:25 television show on the local government channel. This show explained the Consolidated Plan process, Needs Assessment and Market Analysis and will be broadcast 10 times during the public comment period.

The public comment period begins on April 24, 2013, and ends on May 28, 2013.

Summary of Public Comments

The summary of public comments will be added when the public comment period is completed.

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

This summary will be added when the public comment period is completed.

Summary

To summarize, the following document represents the housing, community and economic development needs and priorities for the City of Burlington. The Plan is being presented in a new format as required by HUD and contains the information needed by the funding agency.

The Process

PR-05 Lead & Responsible Agencies

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

The following are the agencies/entities 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	

Table 1 – Responsible Agencies

Narrative

The Community and Economic Development Office (CEDO) is a department within the City of Burlington, Vermont. A Participating Jurisdiction since 1983, CEDO is the responsible entity for preparing the Consolidated Plan and administering the Community Development Block Grant, HOME Initiative Partnership Grant as well as additional Federal and State grants.

CEDO works with the community 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 and restore Burlington's waterfront; encourage a thriving small business sector; foster job growth and employment opportunities; increase civic engagement and citizen participation; support the delivery of human services; and practice restorative justice to reduce the impact of crime and conflict in our community without minimizing its significance or long-term effects.

CEDO is funded through Federal and State grants, and with the Housing Trust Fund. CEDO has four divisions: Housing, Economic Development, Community Development and the Community Justice Center. Each division works closely with outside agencies, other departments and also actively engages the citizens of the community.

Consolidated Plan Public Contact Information

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PR-10 Consultation

1. Introduction

The City of Burlington consults with numerous organizations in the development of the Consolidated Plan. The process includes formal and informal meetings, surveys, discussions and focus groups. The process of developing the Plan began with a Public Hearing in September 2012 to hear community views on housing and community development needs, as well as comment on prior program year performance. Through December 2012 and March 2013, CEDO consulted with a number of groups, organizations and neighborhood assemblies, sharing or asking for data and for input on needs, priorities and other issues. Those groups and organizations included representatives of public and private agencies who serve children, seniors and people with disabilities; people living with HIV/AIDS; and homeless and low-income residents. In addition, multiple housing agencies, health/mental health service agencies and regional and state government agencies were consulted.

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

The jurisdiction works with numerous organizations, both public and private, to coordinate community development and housing services. Coordination between entities includes serving on joint committees, boards, ongoing communication, annual and long-term strategic planning. Organizations include public institutions on the local, regional, state and federal levels; local and statewide nonprofits; faith-based organizations; and the private sector.

The housing and community development mission of the City of Burlington is carried out by several municipal departments; a restricted revenue account; the Housing Trust Fund, established by the City Council; a municipal board; and two municipal corporations.

Burlington relies on state agencies to fulfill its housing mission. Key agencies have been the Vermont Housing Finance Agency, the Vermont Housing and Conservation Board, and the Department of Housing and Community Affairs. Others include the Agency for Human Services, Agency of Transportation, Department of Labor, Vermont Economic Development Authority and the Chittenden County Transportation Authority.

Federal agencies play important roles with the City to further its community development and housing goals. These agencies include the Corporation for National and Community Service, Department of Commerce- Economic Development Administration, Department of Housing

and Urban Development, Department of Justice, Office of Justice Programs, Environmental Protection Agency and the Small Business Administration.

Since 1983, the City of Burlington has dedicated a large portion of its housing and community development resources to establishing and supporting a network of nonprofit organizations to act as the City's partner in producing and preserving affordable housing and protecting the City's most vulnerable residents. This nonprofit infrastructure functions as the principal housing and social services delivery system through which the City moves towards its goals for affordable housing and for alleviating and reducing poverty.

In addition to local nonprofits, there are numerous statewide nonprofit organizations that deliver housing and social services, economic development and refugee programs. These organizations include Green Mountain Habitat for Humanity, Housing Vermont, Vermont Center for Independent Living, Vermont Community Loan Fund, Opportunities Credit Union, Vermont Energy Investment Corporation, Vermont Manufacturing Extension Center and Vermont Refugee Resettlement Program.

Local, faith-based organizations assist in meeting the emergency needs of homeless and low-income residents through meal programs and assistance with clothing, shelter, utilities and other basic needs. These organizations include Cathedral Square Corporation, Lutheran Social Services of New England, the Salvation Army, the Burlington Ecumenical Action Ministry, the Joint Urban Ministry Project, Mercy Connections, and the Burlington Emergency Shelter.

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 to 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.

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 Continuum of Care (CoC) Alliance, Continuum of Care services for the homeless, are delivered through 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 coordinating entity. The Alliance meets monthly and 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 shelter placement. Housing providers work to rapidly re-house or move from emergency to transitional or permanent housing and stabilize while supportive service agencies provide case management and connect with additional support services. Providers serve the chronically homeless, families with children, veterans, unaccompanied youth and those at risk of homelessness.

Member agencies work together to meet the needs of chronically homeless, and efforts include an improved system of outreach along with increased permanent supportive housing options and support services for the chronically homeless. A strong focus includes housing retention (with services and case management) due to a low vacancy rate. In addition, agencies work with local landlords to reduce the barriers of renting to chronically homeless.

The Continuum providers work to identify, move into stable housing, and 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 needs for safety, nurturing, education, and stability are met.

The CoC partners with local and state organizations to combat homelessness among veterans. Outreach has increased to local veterans at the local shelters. Previously unidentified veterans were enrolled in VA care, and 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.

When the Homeless Prevention and Rapid Re-housing Program (HPRP) ended in 2011, the State of Vermont created the Housing Replacement Fund (HRF) “to assist individuals and families in jeopardy of losing their housing and support the successful transition of homeless persons into permanent, sustainable housing as quickly as possible.” This Fund continues to provide the supports that were initiated under HPRP: case management, short-term rental subsidies, security deposits, and rental arrearage assistance. The process for applying for services, application review, and eligibility criteria remain unchanged from those established under HPRP. Services are available at two Continuum locations and client referrals come from virtually all continuum partners. This program provides significant support to those persons who are at risk of becoming homeless.

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

ESG funding allocations are made by the State of Vermont. Several state offices maintain representation in the Chittenden Continuum of Care and on its Steering Committee; also serving on the Steering Committee and active in the CoC are staff members from the Participating Jurisdiction. Discussions on allocations took place at the local Continuum. In addition, CoC members attended and gave input at a presentation at the Vermont Council on Homelessness and during public hearings. In 2012, Essential Solution Grants were provided to two organizations within this Jurisdiction. Funding decisions were based on thorough knowledge of this Continuum’s operations and priorities, with an emphasis on how best to realize value for investment. Moving forward, the State will solicit 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 the grantees. The State agency will seek input from Continuum members on the annual review and report to the Continuum its outcome.

2. Agencies, groups, organizations and others who participated in the process and consultations

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
BURLINGTON HOUSING AUTHORITY	Housing	Public Housing Needs	Needs assessment for public housing participants and wait list, market analysis and priorities.
CHAMPLAIN HOUSING TRUST	Housing	Housing Need Assessment	Housing needs assessment and market analysis. More affordable housing projects.

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		Market Analysis	
CATHEDRAL SQUARE CORPORATION	Housing Services-Elderly Persons	Housing Need Assessment Market Analysis	Housing needs assessment for the elderly and special needs and market analysis. Continued partnership for special needs housing.
COMMITTEE ON TEMPORARY SHELTER	Housing Services-homeless	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children	Agency was consulted for homeless needs assessment and strategies. Anticipated outcome of better coordination of data and clarity of numbers, coordination of services.
Agency for Human Services	Other government - State	Homelessness Strategy Homeless Needs - Families with children	Agency was consulted for needs assessment and homeless strategy. Better coordination of services, collection of data are anticipated outcomes.
SPECTRUM YOUTH & FAMILY SERVICES	Housing Services-homeless	Homelessness Strategy Homelessness Needs - Unaccompanied youth	Agency was consulted for homeless needs assessment and strategy for youth and better coordination and data collection are anticipated outcomes.
WOMEN HELPING BATTERED WOMEN	Housing Services-homeless	Housing Need Assessment Homeless Needs - Families with children domestic violence	Consulted agency regarding homeless needs assessment and data for domestic violence victims. Expect a more defined understanding of the needs facing this population.
VERMONT CARES	Services-Persons with HIV/AIDS	Homelessness Strategy Needs Assessment	This agency was consulted for the current information on the number of persons with HIV/AIDS in the jurisdiction and homeless strategy. Expecting clarity of

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
		for Persons with HIV/AIDS	data for all populations.
COMMUNITY HEALTH CENTER OF BURLINGTON	Services-homeless Publicly Funded Institution/System of Care	Homeless Needs - Chronically homeless Homeless Needs - Families with children	This agency was consulted for homeless needs assessment and strategy in regards to unsheltered and the anticipated outcomes is more outreach to unsheltered and a better understanding of the community needs.
Champlain Valley Office of Economic Opportunity	Services-homeless Services-Education Service-Fair Housing	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children	This agency was consulted on the needs assessment, population at-risk of homelessness, data collection and strategy. The anticipated outcomes of this consultation are areas of improved data collection, homeless prevention programs and coordination of services.
VERMONT HOUSING FINANCE AGENCY	Housing Other government - State	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children	The consultation with this organization was over data collection and strategy going forward. The organization was invited to distribute surveys and participate in determining needs. Anticipated outcomes include a clearer understanding of needs of community and collection of relevant data.
LUND FAMILY CENTER	Services-Children	Homeless Needs - Families with children Economic Development	This agency was invited to participate in the distribution of the citizen survey and collection of needs assessment. The anticipated outcomes include improved coordination of services and understanding

Agency/Group/Organization	Agency/Group/Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
			of the needs for child care.
Vermont Department of Education	Services-Education Other government - State	Homelessness Strategy Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth	This agency was invited to participate in the distribution of the citizen survey and collection of needs assessment. The anticipated outcomes include improved coordination of services and understanding of the education needs of homeless children .

Table 2 – Agencies, groups, organizations who participated

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

There were no agencies that were not consulted for the Consolidated Plan.

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

Other plans that were considered included: planBTV, Legacy, ECOS, State of Vermont Plan to End Homelessness, State of Vermont Consolidated Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

Burlington coordinates with the State and units of local government to ensure cooperation and coordination in the implementation of the Consolidated Plan. The City of Burlington and the State of Vermont benefit from its small scale which helps to facilitate informal working relationships between stakeholders. These agencies play key roles in the Consolidated Plan.

The Agency of Commerce & Community Development has two departments which focus on housing and community development. Housing & Community Affairs administers the Vermont Community Development and Downtown Programs and oversees the state Home Investment Partnership Program (HOME). The Historic Preservation Division reviews state and federally-funded projects and administers the federal Historic Preservation Investment Tax Credit program.

Economic Development works with public and private partners to create quality jobs, encourage competitive businesses and ensure a healthy and sustainable economy.

Agency of Human Services helps to address the needs of lower income households, the homeless and special needs populations through the Department for Children and Families; the Department of Disabilities, Aging and Independent Living; the Department of Health; the Department of Mental Health; the Office of Vermont Health Access; the Department of Corrections; and the Office of Crime Victim Services.

Agency of Transportation (VTRANS) supports community development projects through the Transportation Enhancement Program and the Surface Transportation Program.

Department of Labor administers job search and placement services; specialized programs for people with barriers to employment; veterans' employment services; tax credits to provide incentives for hiring individuals with barriers to employment; and on-the-job and classroom skills training.

Vermont Economic Development Authority administers a wide range of low-cost business lending programs.

Vermont Housing and Conservation Board provides grants, loans and technical assistance to nonprofit organizations, municipalities and state agencies for the development of perpetually affordable housing and oversees land conservation.

Vermont Housing Finance Agency (VHFA) finances and promotes affordable housing opportunities for income-qualified Vermonters and assists nonprofit and private developers to construct and rehabilitate affordable rental housing through other financing opportunities, including the Low Income Housing Tax Credit.

The Chittenden County Transportation Authority, a regional, public transportation agency, offers fixed route bus service; parking lot, supermarket and school shuttles; a county-wide ridesharing program; transportation for Medicaid recipients; and contracted paratransit service.

Chittenden County Metropolitan Planning Organization directs the allocation of federal transportation funds, provides planning oversight and grants in the County.

Chittenden County Regional Planning Commission develops and administers the Regional Plan and certifies that new development is consistent with that Plan in the Act 250 process.

Building Bright Futures of Chittenden County works to make sure that quality programs and supports are available to meet the needs of all families, their young children and the people who care for them.

The State Refugee Coordinator from the Vermont Agency of Human Services coordinates a monthly meeting of the Vermont Refugee Resettlement Program and other agencies providing services to refugees in the local area.

PR-15 Citizen Participation

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

Citizen Participation Outreach

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
Public Meeting	Non-targeted/broad community Neighborhood Planning Assembly	On February 7, 2013, approximately 12-15 people attended Ward 6 Neighborhood Planning Assembly to learn about the Consolidated Plan process and provide input.	Comments were collectively received and reviewed with all surveys.	Not applicable.	
Public Meeting	Non-targeted/broad community Neighborhood Planning Assembly	On March 13, 2013, approximately 10 people attended Ward 1 Neighborhood Planning Assembly to learn about the Consolidated Plan process and provide input.	Comments and feedback are included with the Neighborhood Survey. A key concern in this group was the residential housing taken over by university students.	Not applicable.	
Public Meeting	Non-targeted/broad community Neighborhood	On March 14, 2013, Wards 2 and 3 gathered to hear about the Consolidated Plan	Comments and feedback are included with the Neighborhood		

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
	Planning Assembly	process and provide feedback.	Survey.		
Public Meeting	Non-targeted/broad community Neighborhood Planning Assembly	On March 27, 2013, residents of the New North End gathered to hear about the Consolidated Plan and share their feedback and priorities for the community.	Comments are included in the Neighborhood Survey.		
Other	Civic leaders	Met with 10-12 civic leaders from around Burlington to discuss the Consolidated Plan process and needs assessment. Attendees were asked to distribute the survey and schedule meetings in their neighborhoods.	Included in subsequent surveys.	Not applicable.	
Other	CoC Member Agencies	On February 7, 2013, 30-40 people representing Continuum of Care agencies heard about the Consolidated Plan process and began to provide feedback. They also wanted to go back to their agencies and have their clientele provide feedback.	Comments and feedback are included with the Neighborhood Survey.	Not applicable.	
Other	Housing and	On March 6, 2013, 25	Comments		

Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
	community development staff	staff members gathered to hear about the Consolidated Plan process and provide feedback. Each member surveyed posters around the room and shared priorities and needs regarding housing, special needs housing, homeless facilities/services and community development.	are included in the Plan.		
Other	Non-targeted/broad community				
Other	Residents of Public and Assisted Housing Seniors	Seniors were invited to participate in the community survey and share their perspective on community needs.	Included with community survey.	Not applicable.	
Newspaper Ad	Non-targeted/broad community				
Internet Outreach	Non-targeted/broad community				www.burlingtonvt.gov/CEDO

Table 4 – Citizen Participation Outreach