

Action Plan

Grantee: Vermont

Grant: B-11-DN-50-0001

LOCCS Authorized Amount:	\$ 5,000,000.00
Grant Award Amount:	\$ 5,000,000.00
Status:	Reviewed and Approved
Estimated PI/RL Funds:	\$ 1,246,000.00
Total Budget:	\$ 6,246,000.00

Funding Sources

No Funding Sources Found

Narratives

Summary of Distribution and Uses of NSP Funds:

NOTE: The State did consider the needs of the City of Burlington, the only Vermont Entitlement community, for NSP3 funding. However, using the HUD Mapping Tool, the City's need score at 1.13 did not meet the State minimum score of 8, or when incorporated into the overall State score, it brought the State's aggregated score below the minimum of 8. See Appendix 2, of the NSP3 Plan posted to the Department of Economic, Housing and Community Development (DEHCD) website at www.dhca.state.vt.us/vcdp. Preference for Rental Projects: The \$5M allocation has been split at a ratio of 58% for single family ownership and 40% for Multi-family affordable rental projects. This decision is based on multiple factors, such as referring to the 2010 Housing Needs Assessment report that states the need of 8000 units of affordable homeownership and the need for 5000 new units of affordable rental housing, which roughly correlates to a 60/40 split between homeownership and rental units. Likewise, in an effort to meet the mandate of using 25% of the allocation to assist households at or below 50% AMI, at least \$1,500,000 would be used for rental units as it is quite difficult to qualify households at or below 50% AMI to be homeowners. Vermont is allocating \$2,900,000 towards Housing Acquisition and Rehabilitation Program (HARP); \$1,800,000 towards the Vermont Housing Conservation Board (VHCB) Multi-Family Rental Housing units, of which \$1.5M will fund units to benefit households at or below 50% area median income (AMI); \$200,000 towards VHCB Administration; and \$100,000 towards State Administration. Determination of Areas of Greatest Need: Vermont utilized the HUD NSP3 Mapping Tool to identify areas of greatest need. Additionally we created a database of known foreclosed single family homes, and proposed properties for multi-family affordable rental projects, and overlaid those properties on the map created using the HUD Mapping Tool. The State minimum Needs Score is 8. The identified areas of greatest need taken in the aggregate for the State total 8.16. See APPENDIX 2 of the NSP3 Plan posted at www.dhca.state.vt.us/vcdp. The resulting map was the basis for the targeted areas submitted for approval with this application. Although there are several towns where concentrations of foreclosed properties are more evident, the rural nature of Vermont includes many smaller towns, where even the presence of a small number of foreclosures has significant impact for not just the immediate neighborhood, but the town as a whole. The map submitted includes these rural communities where acquiring foreclosed homes, and employing local trades-people to make repairs and energy upgrades will help to stabilize those neighborhoods, the towns, and create much needed employment opportunities for the trades-people who will work on these homes. Further, the proposed multi-family affordable rental properties are targeted in somewhat larger communities by design based on the need for the housing units, location to services, transportation if possible, and a more active labor market. Meeting Low-Income Target -Total funds set aside for low-income individuals = \$1,500,000* *Based on the State minimum of \$f \$1M in potential Program Income from the HARP It is anticipated that the majority of the 25% setaside to assist households at or below 50%of AMI will be used for rental housing through the Multi-family Projects; however, homeownership opportunities will not be excluded. It will be required that any partner selected to do rental housing have a proven track record for completing and managing affordable housing. All potential multifamily development projects must have approved underwriting for financial feasibility. Serving low income households (50% AMI or below) through rental housing is a priority in the Vermont NSP plan.



How Fund Use Addresses Market Conditions:

Housing Acquisition and Rehabilitation Program (HARP) - work with the local NeighborWorks Homeownership Centers (HOC's), local realtors, local listings, First Look Program to review what homes are listed for sale and review what homes in the area have sold at within a recent timeframe to establish a potential base when looking at REO's, the condition of the homes, amount of anticipated rehabilitation needed, and what we could re-sell the home at an affordable level to individuals <120% of the area median income (AMI). Appropriateness factors are: 1. targeted community; 2. price point; 3. visual condition of property; 4. inspection reports; 5. appraisal report; 6. knowledge of market area; 7. neighborhood qualities from a re-sale perspective; and 8. Property taxes are a major factor to consider from the aspect of affordability. An added benefit of working with the HOC's on identifying properties to purchase, conduct preliminary inspections, develop scope of work, hire the contractors and provide oversight of the renovations, the HOC's are already working with individual(s) interested in purchasing homes through the homebuyer education courses, budgeting and financial literacy that increases the number of qualified candidates in the local market area that are ready, willing and able to buy a home.

The overall approach is in keeping with the intent of the NSP to "stabilize" neighborhoods by removing vacant and abandoned, and in some cases blighted properties from the neighborhoods, to arrest the further decline of surrounding property values; increase homeownership opportunities; and provide for long-term, sustainable affordability. Under NSP3, the HARP will continue to focus on the targeted communities as identified through the HUD Mapping Tool, as well as to broaden the scope of work started under NSP1.

Multi-Family Rental Projects - the Multi-Family projects will be only undertaken in the identified and approved targeted communities. In addition, per the 2010 Housing Needs Assessment report, there is a demand between now and 2014 of 5000 new affordable rental housing units for households, 80% area median income (AMI), which demonstrates the need. During the underwriting process, the project will be reviewed against multiple factors, and one being the demonstrated need through a marketing study, and ability to cash-flow the project as the ability to lease-up the units in a relatively short period of time must exist.

Ensuring Continued Affordability:

Continued affordability for the Vermont NSP for rental and homeownership housing will be assured by using the federal HOME program minimum requirements for continued affordability. However, permanent affordability will be the goal and will be an important factor in reviewing proposals that can meet this goal. Perpetual affordability covenants will be put in place for all multi-family properties. For the Housing Acquisition and Rehabilitation Program (HARP), homes must be resold only to buyers with incomes at or below 120% of area median income (AMI). In the shared equity option, the homeowner can only realize a 25% portion of any appreciation, the remaining appreciation stays with the property, effectively keeping the home affordable in perpetuity. Option two provides a 0% deferred second mortgage subsidy to the homebuyer, due on sale or refinancing of the property to ensure the subsidy stays with the property. An appropriate and enforceable affordability mechanism will be used for all NSP properties with a required minimum 15 year term for homeownership and rehabilitated rental properties and a required minimum 20 year term for all newly constructed properties. See Appendices 3 and 4 of the NSP3 Plan posted at www.dhca.state.vt.us/vcdp.

Definition of Blighted Structure:

A structure that exhibits objectively determinable signs of deterioration sufficient to constitute a threat to human health, safety and public welfare and/or an aggregation of deferred maintenance items that constitute incipient code violations and which pose an impending threat of harm to the occupants of the dwelling. Any structure unfit for use, habitation or dangerous to persons or other property meets this definition. This would include structures showing evidence of physical decay and damage, dilapidation, neglect, unsanitary conditions, environmental or biological contaminations, functional obsolescence and lack of maintenance.

In cases where it is unclear or uncertain if a structure meets the definition of a "blighted structure" for the Vermont NSP program; the Vermont Department of Labor and Industry, Vermont Department of Health, Vermont Agency of Natural Resources and the local Health Officer will be consulted to document conditions of the structure for threats to life, health and safety.

Definition of Affordable Rents:

Affordable rents for the Vermont NSP will be defined as those rents affordable to households at or below 30% AMI, 50% AMI, 80% and 120% AMI. The HOME rents for Vermont could be used to ensure affordable rents. Other established affordable rent definitions commonly used in Vermont such as: fair market rents, LIHTC rents, other rent limits imposed by other funding sources will be allowed. In all cases affordable rents under the Vermont NSP Plan will be defined as rents that do not exceed 30% of the adjusted income of a family whose annual income equals the income limit for the unit, as determined by HUD, with the adjustments for number of bedrooms in the unit. Where possible project-based Section 8 vouchers will be secured for as many units as possible. See Appendix 3, HOME Rent Limits of the NSP3 Plan posted at www.dhca.state.vt.us/vcdp.

Housing Rehabilitation/New Construction Standards:

Achieving high housing quality and energy efficiency standards is a priority for the Vermont's NSP. All multi-family housing consisting of 2 or more units assisted with NSP funds will be required to meet at a minimum the State of Vermont Department of Public Safety Public Building Codes which incorporate both the National and International Building Codes, any additional Municipal building codes and zoning permit requirements, in addition, HUD Section 8 Housing Quality Standards (HQS) and meet or exceed Vermont building code requirements and promote built environments which are green, energy efficient and healthy. All single-family, owner-occupied or rented units shall comply with the State of Vermont Department Public Safety Fire and Safety codes, in addition to any municipal building codes and zoning permit requirements, and incorporate built environments which are green and energy efficient. It should be noted that CDBG Lead Paint regulations apply to all NSP funded properties. All housing units assisted with NSP funds will be required to meet the existing Vermont affordable housing funders' policy on the Conservation of Energy and Water in Residential Properties adopted by VHCB, VHFA and VCDP. In addition to the complete policy below; single family homes assisted with NSP funds should achieve an Energy Star HER rating of 80 or less if appropriate.



Further, as stated in the NSP3 Regulations, all gut rehabilitation which requires the replacement of the interior of a building that may or may not include structural elements or new construction of residential buildings up to three stories must be designed to meet the standard for Energy Star Qualified New Homes. All gut rehabilitation or new construction of mid-or high rise, 4 stories or greater, multi-family housing must be designed to meet American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Standard 90-1-2004, Appendix G, plus 20 percent, the Energy Star standard for multi-family buildings piloted by the Environmental Protection Agency and the Department of Energy. Other rehabilitation requirements that will be met in all cases include, the replacement of older obsolete products and appliances, such as windows, doors, lights, hot water heaters, furnaces, boilers, air conditioning units, refrigerators, cook stoves, clothes washers and dryers with EnergyStar labeled products, low flush toilets, showers and faucets; steps should be implemented to mitigate the impact of disasters of flooding, fires, earthquakes and hurricanes.

Vicinity Hiring:

Definition of Vicinity by the Federal Register Vol. 75, No. 201, October 19, 2010 - "HUD defines vicinity as each neighborhood identified by the NSP3 grantee as being the areas of greatest need."

HARP - under NSP1 a very sound procedure has been established to promote vicinity hiring, and to date over 52% of the contractors would meet the definition of "vicinity" that are working with the Homeownership Centers (HOC's) which puts the work at the local level, working with local realtors, inspectors and contractors. When seeking bids, the RFB's are advertised in local publications and the HOC's have a pool of pre-qualified local contractors that are asked to submit bids on projects. However, due to the rural nature of Vermont and less densely populated communities, for instance in the Northeast Kingdom, frequently, there is not a sufficient number of "vicinity" contractors available and requires going beyond the immediate vicinity to secure an adequate number of workers to complete a job. All Memorandum of Agreements with the HOC's will include language to require that every effort will be made to hire contractors and employees from within the vicinity of the work to be performed, further, all contractors that need to hire subcontractors will be required to make every effort to hire within the vicinity. Staff will monitor the developers and contractors efforts closely and this will be reported through the Quarterly reports.

Mult-Family Rental Projects - all contracts and loan agreements between the Vermont Housing Conservation Board (VHCB) and the Housing Partnerships for the respective projects will include appropriate language mandating that every effort be undertaken to hire contractor, small businesses or employees from within the vicinity of the specific projects. This requirement will be discussed at pre-bid conferences, or when pre-qualifying contractors, developers will be required to include the appropriate language in all construction contracts. Staff will monitor the developers and contractors efforts closely and this will be reported through the Quarterly reports.

Procedures for Preferences for Affordable Rental Dev.:

Staff have actively been working with nonprofit and forprofit developers since the initial announcement of the intention for NSP3, such as June 2010 to establish a pipeline of eligible, viable multi-family rental projects through the Vermont Housing Conservation Board (VHCB).

The \$5M allocation has been split at a ratio of 58% for single family ownership and 40% for Multi-family affordable rental projects. This decision is based on multiple factors, such as referring to the 2010 Housing Needs Assessment report that states the need of 8000 units of affordable homeownership and the need for 5000 new units of affordable rental housing, which roughly correlates to a 60/40 split between homeownership and rental units. Likewise, in an effort to meet the mandate of using 25% of the allocation to assist households at or below 50% AMI, at least \$1,500,000 would be used for rental units as it is quite difficult to qualify households at or below 50% AMI to be homeowners. Vermont is allocating \$1,800,000 towards affordable rental units.

The greater identified need is for homeownership units in Vermont; however, there clearly is a significant need for affordable rental units and VHCB has a long-standing track record of working with developers to create sustainable and where possible perpetually affordable units of rental housing.

Grantee Contact Information:

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Project Summary

Project #	Project Title	Grantee Activity #	Activity Title
9999	Restricted Balance	<i>No activities in this project</i>	
NSP3-HARP Acquisition	NSP3-HARP Acquisition	NSP3-HARP Acquisition	NSP3-HARP Acquisition
NSP3-HARP Rehab	NSP3-Housing Acquisition and	NSP3-HARP Rehab	NSP3-HARP Rehab
NSP3-State Administration	NSP3-State Administration	NSP3-State Administration	NSP3-State Administration
NSP3-VHCB Administration	NSP3-VHCB Administration	NSP3-VHCB Administration	NSP3-VHCB Administration
NSP3-VHCB Multi-Family	NSP3-VHCB 25%	NSP3-VHCB Multi-Family 25% set aside units	NSP3-VHCB Multi-Family 25% set aside units

		Pleasant Street - Newport	Pleasant Street - Newport
		VHCB Hickory Street - Rutland 25% set aside	VHCB Hickory Street - Rutland 25% set aside
NSP3-VHCB Multi-family	NSP3-VHCB Multi-family units	Ellis Block Housing - Springfield	VHCB Ellis Block Housing - Springfield
		VHCB Hickory Street - Rutland	VHCB Hickory Street - Rutland



Activities

Project # / Title: NSP3-HARP Acquisition / NSP3-HARP Acquisition

Grantee Activity Number: NSP3-HARP Acquisition
Activity Title: NSP3-HARP Acquisition

Activity Type:

Acquisition - general

Project Number:

NSP3-HARP Acquisition

Projected Start Date:

06/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Activity Status:

Under Way

Project Title:

NSP3-HARP Acquisition

Projected End Date:

12/31/2015

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 3,030,000.00

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 3,030,000.00

Benefit Report Type:

Direct (Households)

Program Income Account:

HARP Acquisition 2

Proposed Beneficiaries

Owner Households

Total	Low	Mod	Low/Mod%
20			0.00
20			0.00

of Households

Proposed Accomplishments

of Singlefamily Units

Total

20

of Housing Units

20

of Parcels acquired by admin settlement

of Parcels acquired by condemnation

of buildings (non-residential)

of Properties

20



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing Finance Agency (VHFA)1

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing Finance Agency (VHFA)1	Unknown	\$ 3,030,000.00

Location Description:

Only in the targeted communities as identified using the HUD Mapping Tool - to be determined once the HUD Grant Agreement has been executed and inspections and formal offers get underway working with the NeighborWorks Homeownership Centers (HOC's).

Activity Description:

The Home Acquisition and Rehabilitation Program (HARP) will seek out foreclosed properties in the targeted communities, negotiate fair and reasonable prices with foreclosing lender, reflecting market conditions in each community, and including provisions for anticipated property rehabilitation needs. VHFA as administrator of the HARP Program, will work with the Neighborworks Home Ownership Centers (HOC's), serving each targeted area. The HOC's, serve as the HARP Program field representatives, as they are most knowledgeable in their market areas. The HOC's will provide initial recommendations on each property considered, as to whether or not the property is appropriate for the HARP Program for acquisition, based on an initial inspection of each property, including a recommended acquisition price.

Environmental Assessment: COMPLETED

Environmental Reviews: None

Project # / Title: NSP3-HARP Rehab / NSP3-Housing Acquisition and

Grantee Activity Number: NSP3-HARP Rehab
Activity Title: NSP3-HARP Rehab

Activity Type:
Rehabilitation/reconstruction of residential structures

Project Number:
NSP3-HARP Rehab

Projected Start Date:
06/01/2011

Project Draw Block by HUD:

Activity Status:
Completed
Project Title:
NSP3-Housing Acquisition and
Projected End Date:
12/31/2015

Project Draw Block Date by HUD:



Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Activity Draw Block Date by HUD:

Total Budget:	\$ 1,116,000.00
Most Impacted and Distressed Budget:	\$ 0.00
Other Funds:	\$ 0.00
Total Funds:	\$ 1,116,000.00

Benefit Report Type:

Direct (Households)

Program Income Account:

NSP3-HARP Rehab

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Owner Households	20	2	15	85.00
# of Households	20	2	15	85.00

Proposed Accomplishments

	Total
# of Singlefamily Units	20
# of Housing Units	20
#Units deconstructed	
#Units exceeding Energy Star	20
#Units with bus/rail access	1
#Low flow showerheads	20
#Low flow toilets	20
#Units with solar panels	
#Dishwashers replaced	20
#Clothes washers replaced	20
#Refrigerators replaced	20
#Light fixtures (outdoors) replaced	24
#Light Fixtures (indoors) replaced	160
#Replaced hot water heaters	20
#Replaced thermostats	24
#Efficient AC added/replaced	
#High efficiency heating plants	20
#Additional Attic/Roof Insulation	20
#Energy Star Replacement Windows	240
# of Properties	20



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing Finance Agency (VHFA)¹

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing Finance Agency (VHFA) ¹	Unknown	\$ 870,000.00

Location Description:

Only in the targeted communities as identified using the HUD Mapping Tool - to be determined once the HUD Grant Agreement has been executed and inspections and formal offers get underway working with the NeighborWorks Homeownership Centers (HOC's).

Activity Description:

VHFA will work with the HOC's to develop a scope of work for rehabilitation, energy efficiency and weatherization activities. VHFA will work with the HOC's to solicit contractor bids, with a priority to hire contractors in the vicinity of each targeted area. Once contracts are awarded, the HOC's will monitor all work in progress, review and approve recommendation for payment of work completed, and change orders for final review and approval and payment by VHFA. Upon completion, a final energy audit will be conducted to confirm the results of energy efficiency and weatherization work. An updated appraisal will be completed to establish the price at which VHFA will market each property. Marketing shall be coordinated with the HOC's. All prospective homebuyers shall be required to go through a homebuyer education course and must be certified for eligibility (i.e. household income at or below 120% of area median income adjusted for household size). Home will be sold using NSP funds to subsidize each homebuyer under one of two options depending on market area. Option I, uses a Subsidy Covenant or Land Lease Model, to impose limited equity/shared appreciation provisions on each homebuyer. Under this option, the homebuyer/seller is entitled to receive no more than 25% of the home appreciation. Homes must be re-sold to buyers with incomes at or below 120% of area median income. The remaining appreciation stays with the property effectively keeping the home affordable in perpetuity. Option two provides a 0%, deferred second mortgage to the homebuyer, due on sale or refinancing of the property. Resale of the home is restricted (provisions of the second mortgage document) to buyers with incomes at or below 120% of area median income. In both cases, the HOC's have a right of first refusal/option to purchase, and must review all subsequent buyers for income eligibility. The covenants of the shared appreciation and second mortgage model, insure affordability for a minimum of 15 years, but can run with the property in perpetuity. All buyers of HARP homes must have incomes at or below 120% of area median income. The NSP subsidies provided assist in reaching households with incomes below this threshold limit. Continued affordability is accomplished in two ways: NSP subsidies under each of the models above, reduce the price of the homes upon sale to make them affordable to households at or below 120%, and allow us to reach households under this threshold. Secondly, the rehab work includes replacement of any major system component that might fail within 5 years if not fixed, and/or which would create a financial hardship on a low/moderated income homebuyer if they had to make a major repair. Rehab work also upgrades to the greatest degree feasible, energy and weatherization work, to reduce ongoing home operating costs. HARP is committed to meeting the rehabilitation standards as set forth in the Regulations for NSP3. All bids for rehabilitation work are coordinated by the HOC's in each targeted market area. Contractors operating in the vicinity of each targeted area shall be given priority in the award of all bids. This shall apply to material suppliers as well. VHFA attempts to purchase all Energy Star Rated appliances though local suppliers.

Environmental Assessment: COMPLETED

Environmental Reviews: None



Project # / Title: NSP3-State Administration / NSP3-State Administration

Grantee Activity Number: NSP3-State Administration
Activity Title: NSP3-State Administration

Activity Type:

Administration

Project Number:

NSP3-State Administration

Projected Start Date:

06/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

Not Applicable - (for Planning/Administration or Unprogrammed Funds only)

Activity Status:

Completed

Project Title:

NSP3-State Administration

Projected End Date:

03/01/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 100,000.00
Most Impacted and Distressed Budget: \$ 0.00
Other Funds: \$ 0.00
Total Funds: \$ 100,000.00

Benefit Report Type:

NA

Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Agency of Commerce and Community Development

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Agency of Commerce and Community Development	Unknown	\$ 100,000.00



Location Description:

Generally in the office at One National Life Drive, Sixth Floor; Montpelier, VT 05620-0501 with onsite monitoring at the VHCB and VHFA offices, and in the identified targeted communities

Activity Description:

Provide overall oversight and management of the \$5M allocation, provide technical assistance in all areas of compliance and regulations to VHFA and VHCB, and any developers, conduct onsite monitoring of the projects for compliance and financial review, review and approve invoices to requisition funds, draw the funds through the DRGR, prepare and input the Quarterly reports, and maintain any necessary modifications to the Action Plan throughout the Grant Period, and be responsive to HUD Regional and Headquarters Offices.

Environmental Assessment: EXEMPT

Environmental Reviews: None

Project # / Title: NSP3-VHCB Administration / NSP3-VHCB Administration

Grantee Activity Number: NSP3-VHCB Administration
Activity Title: NSP3-VHCB Administration

Activity Type:

Administration

Project Number:

NSP3-VHCB Administration

Projected Start Date:

06/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

Not Applicable - (for Planning/Administration or Unprogrammed Funds only)

Activity Status:

Completed

Project Title:

NSP3-VHCB Administration

Projected End Date:

03/01/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 73,871.25

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 73,871.25

Benefit Report Type:

NA



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing and Conservation Board (VHCB)	Unknown	\$ 200,000.00

Location Description:

Generally will be in the office at 58 East State Street; Montpelier, VT 05602, with onsite monitoring visits and meetings at various locations around the State.

Activity Description:

Provide oversight of the \$2M allocation for the Multi-family affordable rental projects, provide technical assistance in all areas of compliance and regulations to developers, conduct onsite monitoring of the projects for compliance and financial review, submit invoices and requisition requests to the Agency, and prepare Quarterly reports to be submitted to the Agency.

Environmental Assessment: EXEMPT

Environmental Reviews: None

Project # / Title: NSP3-VHCB Multi-Family 25% set aside units / NSP3-VHCB

Grantee Activity Number: NSP3-VHCB Multi-Family 25% set aside units
Activity Title: NSP3-VHCB Multi-Family 25% set aside units

Activity Type:

Rehabilitation/reconstruction of residential structures

Activity Status:

Cancelled

Project Number:

NSP3-VHCB Multi-Family 25% set aside units

Project Title:

NSP3-VHCB 25%

Projected Start Date:

06/01/2011

Projected End Date:

12/31/2014

Project Draw Block by HUD:

Project Draw Block Date by HUD:



Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

Activity Draw Block Date by HUD:

Total Budget:	\$ 0.00
Most Impacted and Distressed Budget:	\$ 0.00
Other Funds:	\$ 0.00
Total Funds:	\$ 0.00

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	2	2		100.00
# of Households	2	2		100.00

Proposed Accomplishments

	Total
# of Multifamily Units	2
# of Housing Units	2
# ELI Households (0-30% AMI)	
#Units deconstructed	2
#Units exceeding Energy Star	2
#Low flow showerheads	2
#Low flow toilets	2
#Units with solar panels	1
#Dishwashers replaced	2
#Clothes washers replaced	2
#Refrigerators replaced	2
#Light fixtures (outdoors) replaced	6
#Light Fixtures (indoors) replaced	25
#Replaced hot water heaters	2
#Replaced thermostats	2
#Efficient AC added/replaced	1
#High efficiency heating plants	1
#Additional Attic/Roof Insulation	2
#Energy Star Replacement Windows	22
# of Properties	2



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing and Conservation Board (VHCB)	Unknown	\$ 298,500.00

Location Description:

Only in the targeted communities as identified through the HUD Mapping Tool, see map on website www.dhca.state.vt.us/vcdp. To be determined after a competitive applications are received and reviewed and awards made.

Activity Description:

The VHCB Multi-Family Projects activity is designed to address specific projects that are more than four-units per structure or aggregated properties that are smaller than four units each but together comprise more than four units located in one or more of the targeted communities as identified on the HUD-approved Map, Appendix 2. Applications will be solicited to competitively award NSP3 funds. Project proponents: may be for profit or non-profit entity; must have a demonstrated record of completing successful and like projects; and must have the capacity and experience to secure all required financing, permits, and other requirements in a very short window of time.

The highest priority for these funds is to: secure foreclosed properties that are occupied by low and moderate income households (LMI), and have project based mortgage, rent or other subsidies, which are in danger of losing those subsidies, and are ready to proceed.

However, developers will be encouraged to find foreclosed, abandoned/vacant and/or blighted properties which may include mobile home parks, mixed use properties and scattered sites and formulate creative approaches to the reutilization of the properties. Reuse can include demolition and new construction, replacing mobile homes with stick built or modular units, urban homestead projects and other creative and effective ways to make rental opportunities available to low, moderate, and middle income (LMMI) households with NSP funds.

Competitive applications would feature many of the following: saving occupied and subsidized housing; high likelihood of expending at least 50% of the NSP funds within the required twenty-four month period (estimated May 2013), and fully expend the balance of NSP funds by thirty-six month period (estimated May 2014); demonstrated capacity to undertake and complete the project proposed on time and on budget; although not required, a high leveraging ratio of private to public funding; units made affordable to households at or below 50% AMI (to assist in meeting the 25% set aside requirement; location in a designated Growth Center, New Neighborhood, Downtown, New Town Center or Village; high, residential utilization of otherwise underutilized properties; redevelopment of demolished or vacant properties and maintenance of a property's historic character, if any.

Solicitation of applications seeking NSP3 funding will be publically announced to be made available shortly after the Consolidated Plan, Action Plan Substantial Amendment and NSP application have been submitted to HUD for approval (February 25, 2011). VHCB may begin accepting and reviewing RFP's immediately to provide preliminary input pending the final approval for funding from HUD (estimated May 31, 2011).

Developer partners may not acquire any foreclosed property for more than 99% of the appraised value.

All contracts will contain requirements that "to the maximum extent feasible", hiring will be done within the vicinity of the project undertaken. Staff will monitor this closely to ensure that there are demonstrated efforts to hire within the respective vicinities of the projects.

The State of Vermont anticipates the majority of the beneficiaries to be rental with a long-term duration of benefit. If a developer presents a multi-family homeownership project there will also be long-term affordability covenants put in place.

To the maximum extent practicable and for the longest feasible term, an appropriate and enforceable affordability mechanism will be used for all properties acquired with NSP3 funds to ensure perpetual affordability.

Environmental Assessment:



Environmental Reviews: None



Grantee Activity Number: Pleasant Street - Newport
Activity Title: Pleasant Street - Newport

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

NSP3-VHCB Multi-Family 25% set aside units

Projected Start Date:

07/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

Activity Status:

Completed

Project Title:

NSP3-VHCB 25%

Projected End Date:

12/31/2013

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 87,500.00

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 87,500.00

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	21	1	20	100.00
# of Households	21	1	20	100.00

Proposed Accomplishments

	Total
# of Multifamily Units	21
# of Housing Units	21
# ELI Households (0-30% AMI)	1
#Low flow showerheads	1
#Low flow toilets	1
#Dishwashers replaced	1
#Refrigerators replaced	1
#Light Fixtures (indoors) replaced	15
#Replaced hot water heaters	1
#Replaced thermostats	1
#Energy Star Replacement Windows	6
# of Properties	1



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing and Conservation Board (VHCB)	Unknown	\$ 87,500.00

Location Description:

Three contiguous parcels in the City of Newport's designated downtown that is near services, facilities and retail within walking distance.

48 Pleasant Street; 343 Main Street; 14 Sleeper Place (14, 26 & 50 Compass Drive); Newport City, VT

Activity Description:

The overall project will combine old and new housing in 5 buildings on three contiguous parcels into an integrated site plan in Newport's designated downtown. These parcels are in extreme deterioration and are a serious blighted area in the heart of the downtown of the City that has been the site of numerous police interventions. This project will serve to bring about safer housing and much needed revitalization.

Environmental Assessment: COMPLETED

Environmental Reviews: None



Grantee Activity Number: VHCB Hickory Street - Rutland 25% set aside
Activity Title: VHCB Hickory Street - Rutland 25% set aside

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

NSP3-VHCB Multi-Family 25% set aside units

Projected Start Date:

07/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LH25: Funds targeted for housing for households whose incomes are at or under 50% Area Median Income.

Activity Status:

Completed

Project Title:

NSP3-VHCB 25%

Projected End Date:

03/01/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 1,538,628.75

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 1,538,628.75

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	6	6		100.00
# of Households	6	6		100.00

Proposed Accomplishments

	Total
# of Multifamily Units	6
# of Housing Units	6
# ELI Households (0-30% AMI)	6
#Units exceeding Energy Star	6
#Low flow showerheads	6
#Low flow toilets	6
#Dishwashers replaced	6
#Refrigerators replaced	6
#Light Fixtures (indoors) replaced	6
#Replaced hot water heaters	6
#Energy Star Replacement Windows	45



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization

Vermont Housing and Conservation Board (VHCB)

Organization Type

Unknown

Proposed Budget

\$ 1,412,500.00

Location Description:

The project is located on the fringes of an older commercial district within a residential neighborhood with property values that range from lower-end to higher moderate end.

Activity Description:

This is the second phase of the redevelopment of an extremely deteriorated public housing development built in the 1970's. The work to be undertaken during this phase consists of the demolition and new construction of rental housing within a much larger complex in which the first phase of the renovation is 80% complete. The Rutland Housing Authority will own and manage the property.

Environmental Assessment: COMPLETED

Environmental Reviews: None

Project # / Title: NSP3-VHCB Multi-family units / NSP3-VHCB Multi-family

Grantee Activity Number: Ellis Block Housing - Springfield

Activity Title: VHCB Ellis Block Housing - Springfield

Activity Type:

Construction of new housing

Activity Status:

Completed

Project Number:

NSP3-VHCB Multi-family units

Project Title:

NSP3-VHCB Multi-family units

Projected Start Date:

07/01/2011

Projected End Date:

06/30/2012

Project Draw Block by HUD:

Not Blocked

Project Draw Block Date by HUD:

Activity Draw Block by HUD:

Not Blocked

Activity Draw Block Date by HUD:



Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Total Budget:	\$ 125,000.00
Most Impacted and Distressed Budget:	\$ 0.00
Other Funds:	\$ 0.00
Total Funds:	\$ 125,000.00

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	9	9		100.00
# of Households	9	9		100.00

Proposed Accomplishments

	Total
# of Multifamily Units	9
# of Housing Units	9
#Sites re-used	1
#Units exceeding Energy Star	9
#Low flow showerheads	9
#Low flow toilets	9
#Units with solar panels	9

Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing and Conservation Board (VHCB)	Unknown	\$ 125,000.00

Location Description:

The Property is located in the heart of the downtown commercial area of the Town of Springfield, providing access to shopping, and services via non-vehicular mode. The structure is one of the major buildings in the downtown that will contribute significantly to the vitality of the community.

Activity Description:

This Property is located at 26 Main Street; Springfield, Vermont 05156. It has been acquired by the Springfield Housing Authority and will be redeveloped in consultation with Housing Vermont, Inc. to provide 9 units of affordable housing.

Environmental Assessment: COMPLETED



Environmental Reviews: None



Grantee Activity Number: VHCB Hickory Street - Rutland
Activity Title: VHCB Hickory Street - Rutland

Activity Type:

Rehabilitation/reconstruction of residential structures

Project Number:

NSP3-VHCB Multi-family units

Projected Start Date:

06/01/2011

Project Draw Block by HUD:

Not Blocked

Activity Draw Block by HUD:

Not Blocked

Block Drawdown By Grantee:

Not Blocked

National Objective:

LMMI: Low, Moderate and Middle Income National Objective for NSP Only

Activity Status:

Completed

Project Title:

NSP3-VHCB Multi-family units

Projected End Date:

03/01/2014

Project Draw Block Date by HUD:

Activity Draw Block Date by HUD:

Total Budget: \$ 175,000.00

Most Impacted and Distressed Budget: \$ 0.00

Other Funds: \$ 0.00

Total Funds: \$ 175,000.00

Benefit Report Type:

Direct (Households)

Proposed Beneficiaries

	Total	Low	Mod	Low/Mod%
# Renter Households	1	1		100.00
# of Households	1	1		100.00

Proposed Accomplishments

	Total
# of Multifamily Units	1
# of Housing Units	1
#Units exceeding Energy Star	1
#Low flow showerheads	1
#Low flow toilets	1
#Dishwashers replaced	1
#Clothes washers replaced	1
#Refrigerators replaced	1
#Light fixtures (outdoors) replaced	3
#Light Fixtures (indoors) replaced	9
#Replaced hot water heaters	1
#Replaced thermostats	1
#Efficient AC added/replaced	
#High efficiency heating plants	1
#Additional Attic/Roof Insulation	1
#Energy Star Replacement Windows	9



Activity is being carried out by Grantee:

No

Activity is being carried out through:

Organization carrying out Activity:

Vermont Housing and Conservation Board (VHCB)

Proposed budgets for organizations carrying out Activity:

Responsible Organization	Organization Type	Proposed Budget
Vermont Housing and Conservation Board (VHCB)	Unknown	\$ 175,000.00

Location Description:

The project is located on the fringes of an older commercial district within a residential neighborhood with property values that range from lower-end to higher moderate end.

Activity Description:

This is the second phase of the redevelopment of an extremely deteriorated public housing development built in the 1970's. The work to be undertaken during this phase consists of the demolition and new construction of rental housing within a much larger complex in which the first phase of the renovation is 80% complete. The Rutland Housing Authority will own and manage the property.

Environmental Assessment: COMPLETED

Environmental Reviews: None

Action Plan Comments:

Reviewer - Overall changes included the addition of specific projects within the approved activities. LAG 11/16/11

Reviewer - Modifications made with this submittal of the Action Plan include the change in activity status to completed for the Ellis Block Housing - Springfield. No other changes made. LAG 3/30/12

Reviewer - This modification to the action plan included a reallocation of funds budget to NSP 3 VHCB Multifamily 25% set aside units and NSP3 VHCB Multifamily units. The explanation by the State is: I have corrected the entries to make adjustments of setting up project specific for the VHCB projects. Also, since one of our projects fell through we now have an unobligated amount of \$473,500. That is now correctly reflected in the Action Plan when you view the cover page of Activity Budget and Project Budget. Focusing on NSP3-VHCB Multi-Family 25% set aside Project Budget of \$1,500,000 and activity budget of \$1,201,500 - leaving \$298,500 unobligated; and then NSP#-VHCB Multi-family units Project Budget of \$300,000 and activity budget of \$125,000, leaving \$175,000 unobligated for



a total of unobligated of \$473,500. We just published an RFP to solicit project(s) that will be ready to go to construction no later than September 2012 and complete by December 2013. Once you approve this then I can make the corrections in the QPR that should no longer reflect negative amounts, and only the unobligated portion of \$473,500. Thank you, akk.

We have also asked that the explanation be included in the resubmittal of the 12/30/12 QPR. LAG 4/10/12

- Reviewer - Grantee has set up Program income account in the HARP Acquisition activity. The overall grant budget has been increased to add the estimated amount of program income in the amount of \$1,246,000.00 LAG 4/27/12
- Reviewer - Grantee has now added the estimated Program Income to individual activity called the HARP Acquisition Budget in the amount of \$1,000,000. The new budget is \$3,030,000. The rehab budget remains the same the grantee probably didn't save. The overall budget for the grant was increased in the last Action Plan submittal. LAG 5/01/12
- Reviewer - Grantee was unsuccessful in establishing a budget PI amount for the HARP Rehab. Activity budget remains the same at \$870,000. LAG 5/2/12
- Reviewer - The Grantee has increased the Harp Rehab budget by \$246,000. in order to reflect the amount of PI that will be receipted for the activity. The total budget for this activity is now at \$1,116,000. Total estimated PI remains at 1,246,000. The overall budget for the grant is \$6,246,000. LAG 5/04/12
- Reviewer - See comments under individual activities above. The grant is now fully obligated. LAG 10/16/12

- Reviewer - Grantee sent an email stating that the following changes were made:
made an amendment to the VHCB Administrative allocation to reduce it to \$73,871.25 and increase the 25% set aside of Hickory Street project by \$26,128.75.

CL 2-27-14

Action Plan History

Version	Date
B-11-DN-50-0001 AP#1	11/16/2011
B-11-DN-50-0001 AP#2	03/30/2012
B-11-DN-50-0001 AP#3	04/10/2012
B-11-DN-50-0001 AP#4	04/27/2012
B-11-DN-50-0001 AP#5	05/01/2012
B-11-DN-50-0001 AP#6	05/02/2012
B-11-DN-50-0001 AP#7	05/04/2012
B-11-DN-50-0001 AP#8	10/25/2012
B-11-DN-50-0001 AP#9	11/19/2012
B-11-DN-50-0001 AP#10	02/12/2014
B-11-DN-50-0001 AP#11	02/18/2014
B-11-DN-50-0001 AP#12	02/27/2014
B-11-DN-50-0001 AP#13	05/13/2014
B-11-DN-50-0001 AP#14	10/31/2018



