**City of Burlington Housing Trust Fund (HTF) Application**

**Project Awards**

**Scoring Criteria**

**FY23**

**Factor #1:** “Will the proposed housing project be perpetually affordable (first priority) (Yes= 5 points; No = 0 points)”

**Scoring Guidance:** Self-explanatory

**Factor #2:** “Will the proposed housing project be affordable for 10-40 years? (second priority) (Yes= 1 point; No= 0 points)”

**Scoring Guidance:** Self-explanatory

**Factor #3:** “Will the project serve households at or below 80% of AMI? (‘No less than 33% of the annual disbursement of gifts, grants, or loans shall go to project grants...’)”

**Scoring Guidance:**

0 incomplete information/does not serve households under 80% of AMI

1 serves relatively few households under 80% of AMI

2-3 serves moderate number of households under 80% of AMI

4 serves fairly high number of households under 80% of AMI

5 serves high number of households under 80% of AMI

**Factor #4:** “In addition to the above, will the project serve households at or below 50% of AMI? (‘…[n]o less than 17% of the annual disbursement of gifts, grants, or loans shall go to projects that directly benefit 'very low income' households [at or below 50% of AMI]…’)”

**Scoring Guidance:**

0 incomplete information/does not serve households under 50% of AMI

1 serves relatively few households under 50% of AMI

2-3 serves moderate number of households under 50% of AMI

4 serves fairly high number of households under 50% of AMI

5 serves high number of households under 50% of AMI

**Factor #5:** “Has the City already demonstrated its interest and support through the investment of CDBG funds, the provision of technical assistance, and/or acquisition of site control for the proposed housing project? (priority) (Yes= 5 points; No = 0 points)”

**Scoring Guidance:** Self-explanatory

**Factor #6:** “Project creates new permanently affordable housing”

**Scoring Guidance:**

0 no new permanently affordable housing created

15 creates new permanently affordable housing

**Factor #7:** “Project preserves existing permanently affordable housing (typically LIHTC syndication)”

**Scoring Guidance:**

0 no permanently affordable housing preserved

10 preserves permanently affordable housing

**Factor #8:** “The proposed project supports an underserved and vulnerable population”

**Scoring Guidance:**

0 Does not support underserved and vulnerable population/incomplete information

1-2 Serves somewhat underserved and vulnerable population

3-4 Serves moderately underserved and vulnerable population

5 Serves severely underserved and vulnerable population

**Factor #9:** “Experience of the applicant organization's development team”

**Scoring Guidance:**

0 Development team has no experience/incomplete information

1-2 Team has some experience successfully developing affordable housing projects

3-4 Team has moderate experience successfully developing affordable housing projects

5 Team has extraordinary experience successfully developing affordable housing projects

**Factor #10:** “The application supports one or more of the priorities listed in the City's Housing Action Plan”

**Scoring Guidance:**

0 Does not support plan priorities/incomplete information

1 Indirect support of one priority

2 Direct support of 1-2 priorities

3 Direct support of 3 or more priorities.

**Factor #11:** “The application supports one or more of the priorities listed in the City's Consolidated Plan”

**Scoring Guidance:**

0 Does not support plan priorities/incomplete information

1 Indirect support of one priority

2 Direct support of 1-2 priorities

3 Direct support of 3 or more priorities.

**Factor #12:** “Cost effectiveness of the project: number of units served”

**Scoring Guidance:**

0 Project will not create any new affordable units/incomplete information

1-2 Project will create some new affordable units

3-4 Project will create a moderate number of new affordable units

5 Project will create a large number of new affordable units