

Household Application

Name:			
Street Address:		Unit N	umber:
Town:			
Mailing Address, if different:			
Preferred Language:			

Fill out the following information for each household member, including yourself. Please put the phone number and then email address for each adult in the household on the appropriate line.

Name	Relationship	Age	Phone Number Email Address	Race 1. Native American 2. Asian 3. Black/African American 4. Native Hawaiian / Pacific Islander 5. White	Ethnicity A. Hispanic/ Latino B. Not Hispanic/ Latino
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Is there someone else that you'd like us to communicate with on your behalf, like a caseworker, parent, helper, or friend? Please write in their name and contact information:



Burlington Lead Program 149 Church St. Room 32 Burlington, VT 05401 802-865-LEAD (5323)

In order for households to be eligible for the Burlington Lead Program grant, their household income must be underneath 80% of Area Median Income, or AMI. This is determined by household size and annual household income.

Household Size	80% AMI
1	\$63, 600
2	\$72, 700
3	\$81, 800
4	\$90, 850
5	\$98, 150
6	\$105, 400

What is your estimated annual household income?

Is your annual household income under 80% AMI?

Specific verifications must be collected for each income source, and for some aspects of household composition. Most verifications can be sent to you by BLP staff or found on our website. Some verifications must be provided by you. Select which of the following situations apply to members of your household, note which verification is required, and write in which household member(s) that applies to:

Employed (Employment Verification form or 6 consecutive weeks of paystubs):

□ Self-Employed (Self-Employment Affidavit form and most recent tax return):

□ Public Assistance like SS, SSI, unemployment etc. (Recent benefits letter):

□ Child Support/Alimony (Recent benefits letter):

□ Pensions/Retirement payments (Recent benefits letter):

□ Assets over \$5,000, like savings accounts, retirement accounts (Recent monthly statement):

□ Gift Income, including bills paid on my behalf (Gift Income Affidavit):

□ Zero Income (Zero Income Affidavit):

□ Section 8 Voucher-Holder (Write in which Housing Authority):

□ Fulltime Student (Student Affidavit):

Child Under 6 living or frequently visiting household (Copy of Birth Certificate)

If there is a child under 6, have they been tested for an elevated blood lead level?

If so, what was their blood lead level?



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Notice of Temporary Relocation

If you are a renter and lead hazard control work takes place in your unit, you will have to be temporarily relocated for up to 10 days. You are protected from permanent displacement by the Uniform Relocation Assistance and Real Property Acquisition Policies of 1970, as amended. You will be contacted about the timing of your temporary relocation by the landlord or a staff member from the Burlington Lead Program. Renters are not responsible for finding their own temporary lodgings—the Burlington Lead Program will present some options for the relocation period out of the home.

Signature Clause

I certify under penalty of law that the information contained in this application is true, accurate and complete to the best of my knowledge. I understand that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations. I also authorize the Burlington Lead Program to verify the income figure I have provided such as obtaining a HUD 50058 from a Public Housing Authority or reaching out to employers to confirm wages; this may include providing additional information for verification purposes. I understand that all information collected will be kept strictly confidential.

All adults should sign:

Signature:	Date:	
Signature:	Date:	
Signature:	Date:	

If your household qualifies for services through the Burlington Lead Program, then you may also qualify for a 12.5% reduction of your electric bill through the Burlington Electric Department's Energy Assistance Program. Select the consent box below or sign up yourself at <u>www.burlingtonelectric.com/rates/#teap-form</u>:

I give permission for my qualification status with the Burlington Lead Program to be shared with Burlington Electric Department (BED). In doing so, BED will process it as my application for their Energy Assistance Program which could save me 12.5% on my monthly electric bill.

burlingtonvt.gov/blp



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What to Expect

The Burlington Lead Program addresses lead-based paint hazards in Burlington and Winooski homes. The process of qualifying households, assessing risks, planning with contractors, coordinating with property owners/occupants, and reducing the hazards can take approximately 10 months. Engagement from owners and occupants is critical to a successful and timely project. Please see below about the Burlington Lead Program's process and timeline from application submission:

1 month	 Property and Household Application are submitted to the Burlington Lead Program. Income Verifications are collected from occupants by property owners / Burlington Lead
2 months	 Program staff. 3. XRF lead testing is ordered once occupants are shown to qualify. The testing consultant will schedule testing of every painted surface in and outside of the home with the property owner. BLP Project Manager and Relocation Specialist will do a risk assessment and healthy homes questionnaire with the occupants, if they are home.
3 months	 4. A risk assessment document is sent to the property owner and occupant. This document includes the testing results, the scope of work being proposed to reduce the lead hazards, and information about lead safety.
	 Contractors are scheduled for a bid walk of the property. They, and BLP staff, will need access to apartments to assess needs for proposed work. Contractors submit estimates for each aspect of the work. BLP staff awards the contract to the contractor with the most reasonable and timely bid.
	6. The scope of work is submitted to historic preservation consultants and the State of Vermont for approval. This is a 6 to 8 week process.
6 months	 BLP staff confirm or re-verify income with occupants. (Income verification expires after 6 months.)
	8. Contracts are created and signed by BLP staff, property owners, and the contractors. The mortgage deed is filed with the City.
7 months	 9. Windows are measured at the property by the contractor and BLP staff, if new windows are proposed in the scope of work. Window manufacturing takes 6 to 12 weeks. 10. Relocation documents are sent to occupants to begin scheduling the dates for the lead hazard work / relocation. Options for relocation are discussed and confirmed.
8 months	11. A Unit Prep Visit is completed with the occupants in their home to go over what work will be completed and how the unit will need to be prepared prior to the start of work.
9 months	12. Relocation during the lead hazard work for up to 10 days, pending collection of dust wipes determining the unit is safe for re-occupancy.
	13. Work is completed, and occupants can return to their home. This is the clearance date.14. Property owners must follow their contracted requirements for 3 and 5 years from their clearance date to earn grant and loan forgiveness, respectively. For rental property owners, this includes only renting to households who income-qualify during this time period.
5 years from clearance	15. After five years, property owners should reach out to the Burlington Lead Program with their Grant & Loan Forgiveness Form to begin the forgiveness / mortgage discharge process.

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