

CHAMPLAIN HOUSING TRUST



Residential Alternatives Pilot Planning Grant, Quarterly Progress Report

Dates Covered by this Report: April 1, 2024 - June 30, 2024

Date Submitted:

July 15, 2024

Submitted To:

The State of Vermont, Department of Disabilities, Aging, and Independent Living, Division of Adult Services

Submitted By:

Champlain Housing Trust

The following report provides an update on the progress made by Champlain Housing Trust and its partners on the Residential Alternatives Pilot Planning project. Grant partners are as follows: the parents of the Developmental Disability Housing Initiative (DDHI), The Howard Center, Champlain Community Services (CCS), Duncan Wisniewski Architecture (DWA), ShiftAbility, LLC, and Harte Consulting.

Identification, Assessment, and Design of Potential Housing Location

Duncan Wisniewski Architecture (DWA) continues to plan and design the building at 322 St. Paul Street. As mentioned previously, CHT owns the property and our grant team has proposed to reconfigure the current structure (currently designed as a group facility) and build a significant addition to accommodate 10 one-bedroom apartments, with a considerable amount of common space for adults with I/DD.

DWA has committed to an iterative design process that includes feedback from our grant team including families of adults with I/DD and potential tenants (adults with I/DD) via focus groups and surveys. In April, DWA made the following design changes based on feedback received in the previous quarter. The highlights of these changes include:

- Changed the sizes of bathrooms to accommodate tenants with differing accessibility needs. Bathrooms are now all ADA compliant, and some go beyond ADA compliance.
- Relocated bathroom doors in some units so that they are closer to beds (Ladd suggested a track system be built-in for some tenants that will need an overhead lift)
- Added a bathroom with a changing table and tub.
- Added a zero-entry shower to some bathrooms
- Added pocket doors to reduce barriers, and add privacy
- Relocated first-floor laundry and reconfigured second-floor laundry to make them more central and convenient
- Added a lounge and a sensory room on each floor
- Opened up tight circulation areas in existing building

HEADQUARTERS 88 King Street, Burlington, Vermont 05401 | P: (802) 862-6244 | F: (802) 862-5054

FRANKLIN/GRAND ISLE 13 Lake Street, St. Albans, Vermont 05478 | P: (802) 527-2361 | F: (802) 527-2373

WWW.GETAHOME.ORG

THIS ORGANIZATION IS AN EQUAL OPPORTUNITY EMPLOYER AND PROVIDER



The current floorplan (attached) is flexible to accommodate the varying needs of tenants and the potential need for live-in support.

Between our April and May meetings, DWA shared various pictures depicting different styles of building exteriors with potential tenants and their families to solicit their feedback and preferences. Feedback demonstrated that potential tenants favored “homey” exterior designs over other examples that were very modern or large in scale. Feedback also revealed that potential tenants are drawn more to colorful exteriors with a lot of windows. This feedback inspired the exterior renderings of our building redesign attached to this report - the addition resembles several townhouses put together as one with a colorful, simple palette of yellows, greens, and blues.

Based on the grant teams’s input, DWA also updated the exterior design with a hidden trash area and bike/trike storage. They also added a ramp to an outdoor patio area for group gatherings, which was important to the potential tenants and parents.

We anticipate other minor design changes based on feasibility, constructability, and property management requirements.

Please see the attached interior and exterior designs

Update on technology

Shiftability (aka LADD) developed tech design features that will be integrated into the overall building design. Some of the highlights included floodlights and cameras, door locks with fingerprint locks, sensory room outlets, smart outlets, induction stoves, door sensors, smart refrigerators, and tablets in communal areas for remote support.

Utilizing technology that is both hard-wired into the building and individualized to the needs of each tenant is critical to our model. Since it is difficult to imagine the types of personal devices tenants will benefit from, ShiftAbility conducted an individualized technological assessment on a “sample” tenant from the tenant profiles. The results of the assessment demonstrated just some of the tech options that can be tailored to an individual’s skills and needs to facilitate independence. Once the model is operational, this assessment will be conducted with each tenant before moving in to determine the most appropriate set of technological tools and devices to maximize their ability to live with privacy, dignity, and independence.

Update on staffing, and support services, in consultation with the Howard Center

As noted in the previous report, we developed draft tenant profiles to help ground our planning effort in the support needs of tenants. The profiles have been updated since our last report to reflect a more accurate mix of support needs envisioned by the group - ⅓ with higher support needs and ⅔ with more moderate-lower support needs.

Throughout the quarter, Howard Center shared service design materials with us to guide the development of our supportive housing model. Our project cannot simply copy an existing program because of its unique design. It combines traditional apartment living in the city of Burlington in an environment that is supported by staff and offers a rich array of common areas to encourage socializing among neighbors, friends, and family. The team has developed a model description that outlines the core components, including, location, design, target population, and service design. The description will continue to be fine-tuned.

With the Howard Center, the project team reviewed a sample service budget, staffing plan, potential job

descriptions, and a model for peer support. The sample budget reflected staffing and operational costs needed to adequately support tenants in our innovative supportive housing model. The supportive services and staffing design plan has to be nimble to accommodate the varying levels of support needs we anticipate among our tenants. A draft services plan will be detailed in the implementation plan, highlights are included below.

The supportive services budget includes staff to support ten tenants and includes residential counselors, a residential manager, and a program manager. Ultimately, there may be less staff needed as some tenants may have live-in staff, and we expect many tenants will need less on-site staff support once they are accustomed to using assistive technology and remote support.

The Howard Center also presented an operating budget that included expenses like materials and supplies, and building expenses not typically included in traditional affordable housing. These costs include items needed for the common areas and sensory rooms. In addition to staff and operating expenses, the Howard Center budget included a small transportation budget to pay for staff costs related to transporting tenants to activities, appointments, grocery shopping, etc. Howard anticipates that transportation costs will be low given the location of the building in downtown Burlington which is easily accessible to shopping, services, medical care, etc.

CHT will also have an operating budget for rent, utilities, maintenance, etc. An MOU will be included in the implementation plan that describes the roles and responsibilities of CHT and the organization providing services.

Update on planning in collaboration with adults with I/DD

As described above, DWA worked with parents and adults with I/DD to solicit feedback on both the interior and exterior of the building design.

Our next focus group with adults with I/DD is scheduled for July 10, 2024. This is an opportune time to solicit feedback as we finalize our housing model and design plans. This feedback will be shared in the implementation plan and final progress report.

Update on collaboration with parents from DDHI

Parents are leading the vision of the project and represent the needs of their adult children in every conversation. Last quarter they provided tremendous guidance as we developed the service plan and provided detailed feedback on the building design plans. They also worked with DWA to make sure that their children and other adults with I/DD had a chance to weigh in on the exterior features of the building. Parents also continued to help build out our potential tenant profiles and shared a sample job description for a live-in aid subsidized by a federal housing subsidy.

Update on CCS

CCS has been working with the Howard Center on the tenant peer support plan.

Update on Federal Funding

CHT applied to Senator Peter Welch for Congressionally Directed Spending (CDS). Our application received letters of support from DAHL, Howard Center, and many DDHI parents. Senator Welch nominated our project, "IDD Service Supported Housing," to the U.S. Senate Appropriations Subcommittee on Transportation, Housing and Urban Development, and Related Agencies. While this is good news, this is only the first step in a long process. The Senate Appropriations Subcommittee must review the request for eligibility and budget constraints; the Appropriations Committee must advance the project to the full Senate; and both the Senate and House must

approve the inclusion of the project in the final appropriations bills and pass the bills before President Biden can sign the budget. All of these steps present a hurdle in the funding of CDS projects.

Attachments:

Updated tenant profiles

Draft interior and exterior design plans for 322 St. Paul Street

Draft model description

EXHIBIT A

This Statement of Work (“SOW”) is subject to and governed by the Consulting Services Agreement between ShiftAbility LLC (“Consultant”) and DDHI. (“Customer”).

- A. Description of Project: Consultation services to Customer to assist with the transition and transformation from a traditional service model to a technology-enabled support model for the I/DD Housing Project.
- B. Work Scope to include:
1. Initial presentation to the full I/DD Housing Grant Team to discuss the plan and a timeline for scope of work deliverables.
 2. Final presentation to the full I/DD Housing Grant Team providing work accomplished and what are the options/recommendations.
 3. Interim meetings, as needed, with DDHI, DA/SSA and Project Manager. Examples of possible topics: An overview of available technology and integration
 4. Develop process for determining appropriateness for individual residents
 5. Overview how monitoring is handled both within the home and community and what determines which technologies can be: connected and which cannot
 6. Connections between Agencies and Technology Companies to ensure proper technology is used for home based and community supports
 7. Assistance with connecting off the shelf technology devices together with technology platforms to ensure proper levels of support and efficiencies.
 8. Provide menu/list of vetted SMART technology supports recommended for adults with I/DD living in service-supported housing that serves minimal to intensive activity, physical and communication needs, and encourages independence.
 - a. Menu to include for each technology: cost, reliability, durability, average training needed, savings of staff time, testing and vetting research results. Include ongoing updates to tech list. (This would be non-project specific list that provides the whole range of vetted technology and would be made available to agencies around the state for housing models under consideration.) Future access to the database and requested to provide updated info and will be an open source for this group. Provide recommendations, if needed, when multiple choices exist with technology to meet a client’s specific need.
 9. Training and access to Smart Living Assessment tool and assistance with training a selected number of residents across a range of support level needs with ongoing access to assessment tools for future use.

10. Assistance with agencies who have needed solutions for issues related to the following: geographical locations, structural issues, weak internet/cellular connectivity, and loss of power.

11. Materials provided with selected “project” include: Sample job descriptions

- a. Process and procedures manuals
- b. Assessment tool for individuals
- c. Vetted tech recommendations, and
- d. Technology Enabled Support home model template
- e. Provide research documentation supporting the use of technology with methodology(ies) for tracking results / progress. Share pros and cons of technology support by resident users.
- f. Additional items determined from the agency assessment, or through the process may arise and will be determined by the core team.

12. Research and recommendations for existing, off-the-shelf scheduling software platforms and provide recommendation for integration of: Community/house schedule

C. Consultant Contract Manager: Brian Hart

D. Fees & Expenses: Customer shall pay to Consultant \$200.00 per hour with an anticipated project of 165 hours for a projected total of \$33,000. during the initial term from January, 2024 through December, 2024, payable monthly based on completed time sheets of completed work with payment due 15 days net of invoice. Consultation will start with payment of first month’s invoice. Additional hours may be approved by the project team.

E. Payment Terms: Consultant will submit an invoice, written activity report, and any other substantiating materials each month, with payment being remitted 15 days of invoice.

F. Location of Services:

Services will be delivered in the following settings as determined by the team:

1. Through virtual meetings;
2. At the locations of residence for the individuals supported; and
3. Onsite at Agency’s locations as needed.