CHIP Municipal Readiness Self-Assessment

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Current as of: 11/21/2026

Is your municipality ready to explore the Community and Housing Infrastructure Program (CHIP)? You don't need a housing project or all the answers to get started.

The CHIP Municipal Readiness Self-Assessment helps your municipality understand its strengths, identify areas where more preparation may be helpful, and begin conversations about housing and infrastructure opportunities.

The assessment covers six areas:

- **Strategic Alignment and Vision:** How well housing opportunities connect to community goals.
- **Internal Capacity and Governance:** Whether your municipality has the people, skills, and processes needed to participate.
- **Data, Analysis, and Baseline Conditions:** What your municipality knows about land, infrastructure, property values, and development conditions.
- **Partnerships and Stakeholder Engagement:** Relationships that can support housing development and community involvement.
- **Financial Readiness:** Understanding financing, costs, risks, and long-term responsibilities.
- **Project Opportunity Identification:** Identifying possible housing opportunities and the barriers to moving them forward.

How to Use the Self-Assessment

1. Bring the Right People Together

The assessment works best as a team activity. Consider involving your municipal manager or administrator, legislative body members, planning and zoning staff, treasurer or finance staff, listers or assessors, and public works staff. Smaller municipalities can begin with just a few people and invite others as needed.

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2. Review and Score Each Statement

Download the assessment and review its 29 statements. For each one, choose a score from 1 to 5 based on your municipality's current readiness.

Use what you know today. It's okay if you don't have all the information. Questions you cannot answer may help identify where more work is needed.

3. Discuss Your Results

Look at your scores together. Where is your municipality well prepared? Where could more information, stronger relationships, or clearer responsibilities make a difference?

Pay attention to individual scores, not just the total. A low score in one important area may deserve attention even if your overall score is high.

4. Identify Your Next Steps

Choose one or two areas where your municipality could make useful progress. Your next step might be gathering existing information, meeting with municipal staff, or talking with a regional partner.

You do not need to address every gap at once. Focus on what matters most to your community.

5. Revisit Your Assessment

Keep a copy of your completed assessment. Review it as your municipality learns more, builds capacity, or begins considering a housing opportunity. Update your scores to reflect your progress.

Download the Self-Assessment

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Use the downloadable worksheet under Documents to review your municipality's readiness, record scores, and identify areas for improvement.

Readiness Is a Starting Point

The assessment is a planning tool, not a test or a requirement for CHIP participation. A low score does not mean your municipality cannot explore CHIP, and a high score does not mean a proposed project is ready for approval.

Use your results to guide conversations, identify useful next steps, and decide where additional assistance may help.

Visit CHIP IN VT for webinars, tools, and technical assistance to help your municipality move forward.

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