

ORGANIZATION:	Madison Development Corp.
PROGRAM/LETTER:	A MBE-WBE-DBE Contractor Mentoring Program

PROGRAM BUDGET

1. 2010 BUDGETED

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	0	0	0	0	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	0	0	0	0	0
OTHER	0	0	0	0	0
TOTAL REVENUE	0	0	0	0	0

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	66,941	32,268	22,173	0	12,500
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	0	0	0	0	0
OTHER**	0	0	0	0	0
TOTAL REVENUE	66,941	32,268	22,173	0	12,500

\*OTHER GOVT 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

\*\*OTHER 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

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**2012 PROGRAM CHANGE EXPLANATION**

Complete only if you are requesting more than your 2011 request.

Note: Additional funding should only be requested where services or programming will change or expand in the second year.

3. PROGRAM UPDATE: If requesting more than 2011, describe any major changes being proposed for the program/service in 2012, i.e., expansions or narrowing in target population, scope and level of services, geographic area to be served, etc.).

3% COLA. In 2012 we expect to add 5 more mentee businesses and widen the program outside of construction into other viable industry sectors.

**4. 2012 COST EXPLANATION**

Complete only if significant financial changes are anticipated between 2011-2012.

Explain specifically, by revenue source, any significant financial changes that you anticipate between 2011 and 2012.

For example: unusual cost increases, program expansion or loss of revenue.

200 characters (with spaces)

**5. 2012 PROPOSED BUDGET**

REVENUE SOURCE	BUDGET TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	68,574	33,236	22,838	0	12,500
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	0	0	0	0	0
OTHER**	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>68,574</b>	<b>33,236</b>	<b>22,838</b>	<b>0</b>	<b>12,500</b>

\*OTHER GOVT 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

\*\*OTHER 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

ORGANIZATION:	<b>Madison Development Corp.</b>
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PRIORITY STATEMENT:	<b>CDBG: E. Business Development - Business creating jobs (CDBG)</b>

**DESCRIPTION OF SERVICES**

6. **NEED FOR PROGRAM:** Please identify local community need or gap in service that the proposed program will address.

MDC has found a lack of capacity and preparation among MBE-WBE and DBE loan applicants. MDC has also experienced higher business failure among start-up businesses, particularly MBE applicants which are usually start-ups. MBE-WBE-DBE businesses, especially early-stage and start-ups lack experience, peer networking, and resources for professional services to properly develop their growing business. At the same time, large and publicly funded construction projects establish goals for MBE-WBE-DBE subcontracts which too often are unmet. This provides a potentially lucrative market even during a severe economic downturn that has ravaged many other sectors of the local economy. As the location of ongoing and planned public construction projects developed or funded by the State, UW, City, and Federal stimulus funding, the Madison construction sector is hurting, yet still represents a bright spot for small business and job growth, and opportunity for MBE-WBE-DBE.

7. **SERVICE DESCRIPTION -** Describe the service(s) provided including your expectations of the impact of your activities.

MDC will initiate a MBE-WBE-DBE Mentorship Program for early-stage, but existing small businesses, tightly targeted to the construction industry or related supplier/services for construction trades. These will be already certified firms planning growth and additional hiring. The targeted construction sector has been chosen for the purpose of focusing efforts in recruiting mentor and mentee businesses, and also for the economic reasons cited in the section above. These businesses may be recent MDC loan applicants or potential applicants, but shall not be restricted by that criteria. MDC and our community partners will assess the business development needs of these businesses, connect them with mentors in the major construction prime contractor community, provide coordinated training resource referral, and pass through "scholarships" for the businesses to contract with specifically identified professional service needs-including: accounting, legal, I.T. and software, human relations, insurance/bonding and marketing. Our expectations is that mentee businesses shall improve their management, financial controls, bidding and estimating skills and general development of their business' capacity. This in turn, shall impact the businesses' ability to obtain sub-contracts, perform, grow, increase employment, and succeed. They will also be prepared to obtain future growth capital in the form of MDC or even conventional bank loans.

8. **PROPOSED PROGRAM CONTRACT GOALS:** Include clearly defined service goals and process objectives: number of unduplicated clients to be served, number of service hours to be provided etc.

MDC will recruit 5 MBE-WBE or DBE mentee businesses in, or with Madison-based operations. MDC will complete a needs assessment of these businesses. MDC will recruit a minimum of 3 large prime contractor firms as pro bono, mentors. MDC staff and the mentor will prepare a training and development plan for each mentee business, and oversee completion of that plan, including making referral to community and free resources, and recruit pro bono professional service providers. The program shall also fund up to \$2,500 per mentee for paid professional services. (= \$12,500 of "special costs")

9. **SERVICE HOURS:** Frequency, duration of service and hours and days of service availability.

5 Mentees will each receive 100 hours of business development and mentorship assistance. Needs assessments will require 10 staff hours by staff team, per mentee business. Each mentee business will receive up to \$2,500 "scholarship" funds for use to hire professional business service providers. (MDC will reimburse costs out of grant funds.)

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PROGRAM/LETTER:

**A MBE-WBE-DBE Contractor Mentoring Program**

10. POPULATION SERVED: Please describe in terms of age, income level, LEP, literacy, cognitive or physical disabilities or challenges).

5 small MBE, WBE, or DBE business owners will be directly served. Each business will be required to show plans to hire at least one FTE new hire during the mentorship program year (2011). New FTE hires will be surveyed for income level prior to hire.

11. LOCATION: Location of service and intended service area (Include census tract where service is tract specific).

City of Madison, city-wide.

12. OUTREACH PLAN: Describe your outreach and marketing strategies to engage your intended service population.

MDC's Business Development Associate will reach out to government agencies certifying MBE-WBE and DBEs to recruit suitable candidates. Business will need to be certified and in business a minimum of 1 year. Outreach will also include other business and minority or women assistance groups, banks, and prime contractors including, but not limited to mentor firms. Business hiring outreach will include business and employment partners, but may require hiring from Union lists. New hires will be restricted to Madison residents.

13. COORDINATION: Describe how you coordinate your service delivery with other community groups or agencies.

MDC will coordinate with the Urban League of Greater Madison as well as the State Dept of Commerce-Minority Business, Wisconsin Supplier Development Council, SCORE, UWSBDC, and the Greater Madison Chamber of Commerce-Minority Business Advisory Council, and minority Chambers. MDC now partners with these groups and has discussed formal cooperation regarding the Mentor Program to most groups listed prior to our application.

14. VOLUNTEERS: How are volunteers utilized in this program?

MDC will recruit professional service providers including accountants, attorneys, IT and others on a pro bono basis. MDC will recruit a minimum of 3 large prime construction contractors and enlist support from various staff at those firms.

15. Number of volunteers utilized in 2010?


Number of volunteer hours utilized in this program in 2010?

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PROGRAM/LETTER:

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16. BARRIERS TO SERVICE: Are there populations that are experiencing barriers to the service you are proposing, i.e., cultural differences, language barriers and/or physical or mental impairments or disabilities? Describe the ability of proposed program to respond to the needs of diverse populations.

Cultural differences often play into the lack of entrepreneurial experience and history for start up businesses, particularly MBEs. The intent of the program is to overcome those differences and lack of peer contact and support. Additionally some selected mentee businesses may have some language barriers. If so, partner non-profits or other community agencies would be sought for assistance.

17. EXPERIENCE: Please describe how your agency, and program staff experience, qualifications, and past performance will contribute to the success of the proposed program?

MDC has 30 years of experience with the financial and business development needs and requirements of successful small businesses. The MDC President and Vice president each have 25 years of experience with start-up and early stage business. MDC's Business Development Associate has done outreach in the minority and woman-owned business community for the last 18 months.

18. LICENSING OR ACCREDITATION: Report program licensing, accreditation or certification standards currently applied.

200 characters (with spaces) None applicable.

19. STAFF: Program Staff: Staff Titles, FTE dedicated to this program, and required qualifications for program staff.

Staff Title	FTE	City \$	Qualifications
VP of Finance	0.08	Yes	25+ years in business development and lending w/agency
Business Dev. Associate	0.25	Yes	7 yrs in Community Development agency, outreach for housing, bus. Dev.
Controller/Operations Director	0.02	Yes	20 yrs in Non-Profit Sector, lending, housing and service agencies
Maintenance Supervisor	0.02	Yes	20 yrs in Construction and Management
Bus Dev Asst/Office Coord	0.125	Yes	2 yrs in Banking

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<b>A MBE-WBE-DBE Contractor Mentoring Program</b>

**CDBG DESCRIPTION OF SERVICES SUPPLEMENT**

Please provide the following information ONLY if you are applying for projects that meet the "CDD Community Development Program Goals & Priorities". If not applying for CDBG Office Funds, go to Community Resources Description of Services Supplement (p. 7), or go to Demographics (p. 8).

**20. PARTICIPANT INCOME LEVELS:**

Indicate the number of households of each income level and size that this program would serve in 2011-2012.

<b>Income Level</b>	<b>Number of Households</b>
Over 80% of county median income	0
Between 50% to 80% of county median income	5 business owners ; 5 FTE hires
Between 30% to 50% of county median income	0
Less than 30% of county median income	0
Total households to be served	0

**21. If projections for 2012 will vary significantly from 2011, complete the following:**

<b>Income Level for 2012</b>	<b>Number of Households</b>
Over 80% of county median income	0
Between 50% to 80% of county median income	5bus.; 5 FTE hires
Between 30% to 50% of county median income	0
Less than 30% of county median income	0
Total households to be served	0

**22. AGENCY COST ALLOCATION PLAN:** What method does your agency use to determine indirect cost allocations among programs?

Indirect costs are applied to the program based on direct labor proportional to the direct labor percentage.

**23. PROGRAM ACTIVITIES:** Describe activities/benchmarks by timeline to illustrate how your program will be implemented.

<b>Activity Benchmark</b>	<b>Est. Month of Completion</b>
Recruit Mentors	January
Recruit Mentee Businesses. First Quarter	March
Mentee Needs Assessment. First Quarter	March
Business Development Plan Implementation. Ongoing Quarters 2 through 4	December
Mentee Businesses make new hires.	June
Evaluation.	December

ORGANIZATION:

**Madison Development Corp.**

PROGRAM/LETTER:

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**COMMUNITY RESOURCES DESCRIPTION OF SERVICES SUPPLEMENT**

Please provide the following information ONLY if you are applying for projects that meet the "Community Resources Program Goals & Priorities" If not applying for CR Funds, go to Demographics (p. 8).

**24. CONTRIBUTING RESEARCH**

Please identify research or best practice frameworks you have utilized in developing this program.

MDC has used our recent experiences with small business and MBE/WBE as evidence for the need for the program. The program is patterned somewhat after a program no longer in operation called the LEAP Program for WBE. A somewhat similar program was found in Ohio.

**25. ACCESS FOR LOW-INCOME INDIVIDUALS AND FAMILIES**

What percentage of this program's participants do you expect to be of low and/or moderate income?

100.0%

What framework do you use to determine or describe participant's or household income status? (check all that apply)

- Number of children enrolled in free and reduced lunch
- Individuals or families that report 0-50% of Dane County Median Income
- Individual or family income in relation to Federal Poverty guidelines
- Other

X

**26. HOW IS THIS INFORMATION CURRENTLY COLLECTED?**

Annual Job surveys and self identified forms. Verified by payroll review .

**27. PLEASE DESCRIBE YOUR USER FEE STRUCTURE AND ANY ACCOMMODATIONS MADE TO ADDRESS ACCESS ISSUES FOR LOW INCOME INDIVIDUALS AND FAMILIES.**

Businesses are required to make "best efforts" to hire lmi individuals. Business sign commitment letters to that effect.

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<b>A MBE-WBE-DBE Contractor Mentoring Program</b>

**28. DEMOGRAPHICS**

Complete the following chart for unduplicated participants served by this program in 2009. Indicate the number and percentage for the following characteristics. For new programs, please estimate projected participant numbers and descriptors.

PARTICIPANT DESCRIPTOR	#	%	PARTICIPANT DESCRIPTOR	#	%
<b>TOTAL</b>	<b>ERROR</b>	<b>0%</b>	<b>AGE</b>		
MALE	0	0%	<2	0	0%
FEMALE	0	0%	2 - 5	0	0%
UNKNOWN/OTHER	10	100%	6 - 12	0	0%
			13 - 17	0	0%
			18 - 29	4	40%
			30 - 59	6	60%
			60 - 74	0	0%
			75 & UP	0	0%
			<b>TOTAL AGE</b>	<b>10</b>	<b>100%</b>
			<b>RACE</b>		
			WHITE/CAUCASIAN	2	20%
			BLACK/AFRICAN AMERICAN	6	60%
			ASIAN	1	10%
			AMERICAN INDIAN/ALASKAN NATIVE	1	10%
			NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	0	0%
			MULTI-RACIAL:	0	0%
			Black/AA & White/Caucasian	0	0%
			Asian & White/Caucasian	0	0%
			Am Indian/Alaskan Native & White/Caucasian	0	0%
			Am Indian/Alaskan Native & Black/AA	0	0%
			BALANCE/OTHER	0	0%
			<b>TOTAL RACE</b>	<b>10</b>	<b>100%</b>
			<b>ETHNICITY</b>		
			HISPANIC OR LATINO	2	20%
			NOT HISPANIC OR LATINO	8	80%
			<b>TOTAL ETHNICITY</b>	<b>10</b>	<b>100%</b>
			<b>PERSONS WITH DISABILITIES</b>	<b>0</b>	<b>0%</b>
			<b>RESIDENCY</b>		
			CITY OF MADISON	0	0%
			DANE COUNTY (NOT IN CITY)	0	0%
			OUTSIDE DANE COUNTY	0	0%
			<b>TOTAL RESIDENCY</b>	<b>0</b>	<b>0%</b>

Note: Race and ethnic categories are stated as defined in HUD standards



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**29. PROGRAM OUTCOMES**

Number of unduplicated individual participants served during 2009.	ERROR
Total to be served in 2011.	10

Complete the following for each program outcome. No more than two outcomes per program will be reviewed.

If applying to OCS, please refer to your research and/or posted resource documents if appropriate.

Refer to the instructions for detailed descriptions of what should be included in the table below.

Outcome Objective # 1:	Success and Growth of Mentee Businesses
Performance Indicator(s):	Businesses grow revenues by at least 25% from prior year. Business stays in business for 3 years.

Proposed for 2011:	Total to be considered in perf. measurement	5	Targeted % to meet perf. measures	100%
			Targeted # to meet perf. measure	5
Proposed for 2012:	Total to be considered in perf. measurement	5	Targeted % to meet perf. measures	100%
			Targeted # to meet perf. measure	5

Explain the measurement tools or methods:	Review financial statements for 2011 relative to 2010. Interview business and assess condition.
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Outcome Objective # 2:	New hires by Mentee businesses
Performance Indicator(s):	Businesses add at least one new FTE in 2011.

Proposed for 2011:	Total to be considered in perf. measurement	5	Targeted % to meet perf. measures	100%
			Targeted # to meet perf. measure	5
Proposed for 2012:	Total to be considered in perf. measurement	5	Targeted % to meet perf. measures	0%
			Targeted # to meet perf. measure	0

Explain the measurement tools or methods:	Review payroll prior to entering program, re-review payroll at program completion. Verify job creation of minimum 1 FTE.
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**1. AGENCY CONTACT INFORMATION**

Organization	Madison Development Corp.		
Mailing Address	550 W. Washington, Madison, WI 53703		
Telephone	(608)256-2799		
FAX	(608)256-1560		
Admin Contact	Frank Staniszewski		
Financial Contact	Joan Frost		
Website	www.mdcorp.org		
Email Address	fstan@mdcorp.org		
Legal Status	Private: Non-Profit		
Federal EIN:	39-1277471		
State CN:			
DUNS #	058076621		

**2. CONTACT INFORMATION**

A	MBE-WBE-DBE Contractor Mentoring Program		
	Contact:	Frank Staniszewski, President	Phone: 256-2799, ext
			Email: fstan@mdcorp.org
B	Program B		
	Contact:		Phone:
			Email:
C	Program C		
	Contact:		Phone:
			Email:
D	Program D		
	Contact:		Phone:
			Email:
E	Program E		
	Contact:		Phone:
			Email:
F	Program F		
	Contact:		Phone:
			Email:
G	Program G		
	Contact:		Phone:
			Email:
H	Program H		
	Contact:		Phone:
			Email:
I	Program I		
	Contact:		Phone:
			Email:
J	Program J		
	Contact:		Phone:
			Email:
K	Program K		
	Contact:		Phone:
			Email:
L	Program L		
	Contact:		Phone:
			Email:

3. AGENCY REVENUE DETAILED BY PROGRAM

REVENUE SOURCE	2009 ACTUAL	2010 BUDGET	2011 PROPOSED	2011 PROPOSED PROGRAMS			
				A	B	C	D
DANE CO HUMAN SVCS		0	0	0			
DANE CO CDBG		0	0	0			
MADISON-COMM SVCS		0	0	0			
MADISON-CDBG		0	66,941	66,941			
UNITED WAY ALLOC		0	0	0			
UNITED WAY DESIG		0	0	0			
OTHER GOVT		147,525	234,472	0			
FUNDRAISING DONATIONS		0	0	0			
USER FEES		0	0	0			
OTHER		1,704,575	1,611,376	0			
TOTAL REVENUE	0	1,852,100	1,912,789	66,941	0	0	0

REVENUE SOURCE	2011 PROPOSED PROGRAMS CONT.						
	E	F	G	H	I	J	K
DANE CO HUMAN SVCS							
DANE CO CDBG							
MADISON-COMM SVCS							
MADISON-CDBG							
UNITED WAY ALLOC							
UNITED WAY DESIG							
OTHER GOVT							
FUNDRAISING DONATIONS							
USER FEES							
OTHER							
TOTAL REVENUE	0	0	0	0	0	0	0

REVENUE SOURCE	2011 PROPOSED PROGRAMS CONT.						Non-City
	L						
DANE CO HUMAN SVCS							0
DANE CO CDBG							0
MADISON-COMM SVCS							0
MADISON-CDBG							0
UNITED WAY ALLOC							0
UNITED WAY DESIG							0
OTHER GOVT							234,472
FUNDRAISING DONATIONS							0
USER FEES							0
OTHER							1,611,376
TOTAL REVENUE	0						1,845,848

**AGENCY ORGANIZATIONAL PROFILE**

**4. AGENCY MISSION STATEMENT**

MDC is designed to coordinate the activities of the public and private sectors so as to constructively use the resources of each in the achievement of County-wide economic development, providing high quality affordable housing, and neighborhood development.

**5. AGENCY EXPERIENCE AND QUALIFICATIONS**

MDC was chartered in 1977. For over 30 years, MDC has provided business assistance in the form of loans for hard to finance businesses that create jobs and diversify and strengthen the local economy. MDC has made over 400 loans to small businesses including dozens to MBE and WBE. MDC provides limited financial technical assistance to small businesses, which will be greatly augmented by the requested grant application-if funded. MDC also owns and manages over 225 affordable rental apartments occupied by lower income residents.

**6. AGENCY GOVERNING BODY**

How many Board meetings were held in 2009?	6
How many Board meetings has your governing body or Board of Directors scheduled for 2010?	6
How many Board seats are indicated in your agency by-laws?	13

Please list your current Board of Directors or your agency's governing body.

<b>Name</b>	<b>Jay Loewi</b>				
Home Address					
Occupation	President, Qualitemps				
Representing	EMPLOYMENT AND TRAINING REP				
Term of Office		From:	10/2009	To:	06/2012
<b>Name</b>	<b>Thomas P. Solheim</b>				
Home Address	1039 Rutledge St				
Occupation	Attorney				
Representing	CITIZEN APPOINTEE				
Term of Office		From:	06/2010	To:	06/2013
<b>Name</b>	<b>Vicki L. Bankston</b>				
Home Address	7140 East Pass				
Occupation	I.T. Consultant				
Representing	MAYORAL DESIGNEE				
Term of Office		From:	06/2009	To:	06/2012
<b>Name</b>	<b>Brett Hulsey</b>				
Home Address	110 Merrill Crest				
Occupation	County Supervisor				
Representing	COUNTY BOARD REPRESENTATIVE				
Term of Office		From:	04/2010	To:	04/2012
<b>Name</b>	<b>Mary E. Strickland</b>				
Home Address	307 Glenthistle Ct				
Occupation	Stock Broker				
Representing	BUSINESS/FINANCIAL REP				
Term of Office		From:	06/2009	To:	06/2012
<b>Name</b>	<b>Godwin A. Amegashie</b>				
Home Address	2519 Richardson St., Fitchburg				
Occupation	State D.O.A.				
Representing	BUSINESS/FINANCIAL REP				
Term of Office		From:	06/2009	To:	06/2012
<b>Name</b>	<b>Paul M. Zukowski</b>				
Home Address	2809 Curry Pkwy # D				
Occupation	Editor				
Representing	BUSINESS/FINANCIAL REP				
Term of Office		From:	06/2009	To:	06/2012
<b>Name</b>	<b>Michelle Behnke</b>				
Home Address	222 Midvale Blvd. Suite 17				
Occupation	Attorney				
Representing	BUSINESS/FINANCIAL REP				
Term of Office		From:	06/2009	To:	06/2012

AGENCY GOVERNING BODY cont.

<b>Name</b>	<b>Stuart Levitan</b>			
Home Address	4181 Cherokee Dr			
Occupation	Attorney			
Representing	MDC ELECTED REPRESENTATIVE - 1			
Term of Office		From:	06/2010	To: 06/2013
<b>Name</b>	<b>Ron Bergenthal</b>			
Home Address	3626 Fellowship Rd			
Occupation	Real Estate Management			
Representing	MDC ELECTED REPRESENTATIVE - 2			
Term of Office		From:	06/2008	To: 06/2011
<b>Name</b>	<b>William Beisenstein</b>			
Home Address	3102 Hawks Haven Trl., DeForest			
Occupation	Accountant			
Representing	MDC ELECTED REPRESENTATIVE - 3			
Term of Office		From:	06/2009	To: 06/2012
<b>Name</b>	<b>Mark Taber</b>			
Home Address	W10628 Becker Road , Poynette			
Occupation	Credit Analyst			
Representing	MDC ELECTED REPRESENTATIVE - 4			
Term of Office		From:	06/2009	To: 06/2012
<b>Name</b>	<b>Vacant</b>			
Home Address				
Occupation				
Representing	ECON DEV EXPERIENCE			
Term of Office		From:	mm/yyyy	To: mm/yyyy
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy

AGENCY GOVERNING BODY cont.

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

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Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

## 7. STAFF-BOARD-VOLUNTEER DEMOGRAPHICS

Indicate by number the following characteristics for your agency's current staff, board and volunteers.

Refer to application instructions for definitions. You will receive an "ERROR" until completing the demographic information.

DESCRIPTOR	STAFF		BOARD		VOLUNTEER	
	Number	Percent	Number	Percent	Number	Percent
<b>TOTAL</b>	10	100%	12	100%	2	100%
<b>GENDER</b>						
MALE	5	50%	9	75%	1	50%
FEMALE	5	50%	3	25%	1	50%
UNKNOWN/OTHER	0	0%	0	0%	0	0%
TOTAL GENDER	10	100%	12	100%	2	100%
<b>AGE</b>						
LESS THAN 18 YRS	0	0%	0	0%	0	0%
18-59 YRS	10	100%	11	92%	2	100%
60 AND OLDER	0	0%	1	8%	0	0%
TOTAL AGE	10	100%	12	100%	2	100%
<b>RACE*</b>						0
WHITE/CAUCASIAN	7	70%	9	75%	2	100%
BLACK/AFRICAN AMERICAN	2	20%	3	25%	0	0%
ASIAN	0	0%	0	0%	0	0%
AMERICAN INDIAN/ALASKAN NATIVE	1	10%	0	0%	0	0%
NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	0	0%	0	0%	0	0%
MULTI-RACIAL:	0	0%	0	0%	0	0%
Black/AA & White/Caucasian	0	0%	0	0%	0	0%
Asian & White/Caucasian	0	0%	0	0%	0	0%
Am Indian/Alaskan Native & White/Caucasian	0	0%	0	0%	0	0%
Am Indian/Alaskan Native & Black/AA	0	0%	0	0%	0	0%
BALANCE/OTHER	0	0%	0	0%	0	0%
TOTAL RACE	10	100%	12	100%	2	100%
<b>ETHNICITY</b>						
HISPANIC OR LATINO	0	0%	0	0%	0	0%
NOT HISPANIC OR LATINO	10	100%	12	100%	2	100%
TOTAL ETHNICITY	10	100%	12	100%	2	100%
<b>PERSONS WITH DISABILITIES</b>	0	0%	0	0%	0	0%

\*These categories are identified in HUD standards.



8. AGENCY EXPENSE BUDGET

This chart describes your agency's total expense budget for 3 separate years.

Where possible, use audited figures for 2009 Actual. The 2010 Budget and 2011 Proposed Budget will autofill from information you provided elsewhere in the application.

Account Description	2009 ACTUAL	2010 BUDGET	2011 PROPOSED
<b>A. PERSONNEL</b>			
Salary	443,411	447,371	460,792
Taxes	36,378	36,220	37,307
Benefits	88,883	89,014	91,684
<b>SUBTOTAL A.</b>	<b>568,672</b>	<b>572,605</b>	<b>542,162</b>
<b>B. OPERATING</b>			
All "Operating" Costs	1,418,155	1,182,539	1,255,885
<b>SUBTOTAL B.</b>	<b>1,418,155</b>	<b>1,182,539</b>	<b>1,255,885</b>
<b>C. SPACE</b>			
Rent/Utilities/Maintenance	15,476	26,340	27,657
Mortgage (P&I) / Depreciation / Taxes	45,897	48,937	51,384
<b>SUBTOTAL C.</b>	<b>61,373</b>	<b>75,277</b>	<b>79,041</b>
<b>D. SPECIAL COSTS</b>			
Assistance to Individuals	0	0	12,500
Subcontracts, etc.	0	0	0
Affiliation Dues	0	0	0
Capital Expenditure	33,974	21,679	23,201
Other:	0	0	0
<b>SUBTOTAL D.</b>	<b>33,974</b>	<b>21,679</b>	<b>35,701</b>
<b>SPECIAL COSTS LESS CAPITAL EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>12,500</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>2,048,200</b>	<b>1,830,421</b>	<b>1,889,588</b>
<b>E. TOTAL CAPITAL EXPENDITURES</b>	<b>33,974</b>	<b>21,679</b>	<b>23,201</b>

9. PERSONNEL DATA: List Percent of Staff Turnover

0.4%

Divide the number of resignations or terminations in calendar year 2009 by total number of budgeted positions.

Do not include seasonal positions. Explain if you had a 20% or more turnover rate in a certain staff position/category.

Discuss any other noteworthy staff retention issues, or policies to reduce staff turnover.

The primary source of turnover was in the maintenance dept. of housing operations. A Maintenance Supervisor/Construction Manager was hired at the end of 2009 to provide direction, oversight and planning for this dept.





ORGANIZATION:

Madison Development Corp.

PROGRAM BUDGET

1. 2010 BUDGETED

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT	147,525	142,766	4,759	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	0	0	0	0	0
OTHER	1,704,575	429,839	1,177,780	75,277	21,679
<b>TOTAL REVENUE</b>	<b>1,852,100</b>	<b>572,605</b>	<b>1,182,539</b>	<b>75,277</b>	<b>21,679</b>

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	234,472	122,181	112,291	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	0	0	0	0	0
OTHER**	1,611,376	387,714	1,121,421	79,041	23,201
<b>TOTAL REVENUE</b>	<b>1,845,848</b>	<b>509,894</b>	<b>1,233,712</b>	<b>79,041</b>	<b>23,201</b>

\*OTHER GOVT 2011

Source	Amount	Terms
Bus. Loan Program	234,472	Madison CDBG - Program Income
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>234,472</b>	

\*\*OTHER 2011

Source	Amount	Terms
MDC Rental Program	1,583,955	200+ rental units, mixed income/use
DCDC Loan Fund	21,421	Management Fees for administration of privately funded revolving loan fund
Interest on Holdings	6,000	Interest on cash accounts
	0	
<b>TOTAL</b>	<b>1,611,376</b>	