CDD Financing Application for Affordable Rental Housing Development: Non-Tax Credit

This application form should be used for projects seeking funding from City of Madison Request for Proposals #2024-13033; Affordable Rental Housing Development: Non-Tax Credit. Applications must be submitted electronically to the City of Madison Community Development Division by **noon on May 31, 2024.** *Please format for logical page breaks.* Email to: cddapplications@cityofmadison.com

APPLICANT INFORMATION

Proposal Title:	311 East Johnson		
Site Address (if known):	311 East Johnson St, Madison, WI, 53703.		
Amount of Funds Requested:	2,300,000.00	Type of Project:	Acquisition/Rehab
Name of Applicant:	Kaba Baal LLC		
Mailing Address:	125 North Hancock st, Madison, WI, 53703		
Telephone:	757-319-9929		
Lead Project Contact:	Kaba Bah	Email Address:	kbjdevelop@gmail.com
Financial Contact:	Vincent Rice	Email Address:	vincent.rice@summitcreditunion.com
Website:			
Legal Status:	For-profit		
Federal EIN:	47-3008601	SAM/ UEI #:*	
Registered on SAM:	YES	* If seeking federal funds	
Community Housing Development Organization:	NO		
HOME-ARP Set-Aside:	Not Applicable		

If applying to this RFP under the HOME-ARP Set-aside, please check the box for "Yes" above. **For questions in this application that do not apply, please write "Not Applicable."**

AFFIRMATIVE ACTION

If funded, applicant hereby agrees to comply with the City of Madison Ordinance 39.02 and file an Individual Developer Affirmative Action Plan with the Department of Civil Rights. A Model Affirmative Action Plan and instructions are available at https://www.cityofmadison.com/civil-rights/contract-compliance/affirmative-action-plan/individual-developers.

LOBBYING REGISTRATION

Notice regarding lobbying ordinance: If you are seeking approval of a development that has over 40,000 gross square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of over $10,000 (this includes grants, loans, TIF, or similar assistance), then you likely are subject to Madison's lobbying ordinance, sec. 2.40, MGO. **You are required to register and report your lobbying.** Please consult the City Clerk for more information. Failure to comply with the lobbying ordinance may result in fines of $1,000 to $5,000. You may register at https://www.cityofmadison.com/clerk/lobbyists/lobbyist-registration.

CITY OF MADISON CONTRACTS

If funded, applicant agrees to comply with all applicable local, state and federal provisions. A sample contract that includes standard provisions may be obtained on the Community Development Division Funding Opportunities Website for this RFP.

If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected agency.

SIGNATURE OF APPLICANT

Enter Name: M. Kaba Bah Date: 05/29/2024

By submitting this application, I affirm that the statements and representations are true to the best of my knowledge.
By entering your initials in this box initials you are electronically signing your name as the submitter of the application and agree to the terms listed above.

AFFORDABLE HOUSING GOALS & OBJECTIVES

1. Please check which of the following goals outlined in the Request for Proposals are met with this proposal:

   1. Increase the supply of safe, quality, affordable rental housing that ensure long-term affordability and sustainability.

   YES, it applies

   2. Preserve existing income- and rent-restricted rental housing to ensure long-term affordability and sustainability.
   YES, it applies

   3. Improve the existing rental housing stock through acquisition/rehab to create long-term affordability and sustainability.

   YES, it applies

AFFORDABLE HOUSING NEEDS

2. Please describe the anticipated demand for this specific affordable rental housing development in the City of Madison.
Please be specific as to which populations will be targeted, if any.

The acute need for affordable housing in Madison, particularly the missing middle and located well within our prim downtown is nationally known. Even for market rate housing in these locations, the vacancy rate is below 2%. Du to rapid increase in new construction cost, we are very unlikely to resolved these problem through new constructic alone because it is financially cost prohibitive. One solution, is to acquire already built units in prime locations and convert them to affordable housing through private-public partnerships and commit them to permanent affordable housing.

We hereby propose an acquisition/rehab project, at the heart of Madison's housing forward's preferred Transit Oriented Development area map. This proposal meets all the three key objectives and exceeds the 2024 housing forward program's eligible activities. As a result of this project, we will increase the quantity and quality of permane affordable housing within 1/8 miles of the Bus Rapid Transfer (BRT) corridor by at-least 18 high quality and energy efficient units.

These units, will be efficiently rehabbed, following guidelines and principles of sustainable universal design that embraces and aligns with the city of Madison's 2050 net-zero carbon emission goals. In addition, we will also guarantee long-term affordability of these units to serve families with the greatest needs so they can also have ea access to the heart of our economic center.

PROPOSAL OVERVIEW

3. Please provide a brief overview of the proposal including key characteristics. Describe how the proposed development will help meet the needs of residents in this location and the impact of the proposed development on the community. (*Please limit response to 300 words including spaces).*

We hereby propose the acquisition/rehab and conversation of a market rate multi-unit building, at the heart of Madison's preferred Transit Oriented Development (TOD) Area into a permanent affordable housing to help with our chronic affordable housing shortages where it matters most. This proposal meets all the three key objectives and exceeds the 2024 housing forward program's eligible activities. As a result of this project, we will increase the quantity and quality of long-term affordable housing within 1/8 miles of the Bus Rapid Transfer (BRT) corridor with highly energy efficient units.
These units, will be professionally upgraded following the guidelines and principles of sustainable universal design that embraces and aligns with the city of Madison's 2030 net-zero carbon emission goals. In addition, we will also guarantees long-term affordability of these units to serve families with the greatest needs so they can afford to live in Madison and have easy access to the heart of our economic hub.
In addition, this project will also reduce our carbon footprint, by providing residents with full access to all the city's transportation networks, including our brand new bus rapid transfer, bike path, and a very convenient walking distance to both the farmers market and state street.

4.
4.

SECTION A – ALL APPLICANTS MUST COMPLETE

4. Type of Construction: **Acquisition/Rehab**

Type of Project: Multi-family

Total number of units in proposed development: **22 units**

Total number affordable of units (≤60% CMI): **18** Total 82% affordable of units (≤60% CMI):

Total amount of CDD funds requested per affordable unit: **$127K**

Number of units supported by Section 8 project-based vouchers, if applicable: 18 PBV CMI level:

5. Please indicate acceptance of the standard loan terms for this proposal as described in Section 1.8 of the RFP.
   Yes, I confirm.
   YES

6. Applicants requesting alternative loan terms and/or wishing to provide additional information regarding the financing structure or options, please indicate below.

We are willing to comply and work with the existing loan terms to deliver this product.

7.

7. Period of Affordability Commitment:
   Permanent Affordability in exchange for a waiver of shared appreciation to the long-term deferred note

   40 years – Minimum Commitment

DEVELOPMENT TEAM OVERVIEW

8. Describe briefly the Development Team's knowledge of and experience in addressing affordable housing needs of the City of Madison. Please be sure to address:
    a. Developer's housing development experience, including number, type and location of proposed and completed projects, affordability profile, etc. Years the organization has been in existence.
    b. Leadership/key development team staff qualifications (briefly).
    c. Financial capacity of the organization to secure financing and complete the proposed project.
    d. For non-profit organizations, please describe the organization's Mission Statement and explain how the proposed development supports the Mission Statement.

Our agency was purposefully formed for addressing the need for affordable housing and building generational wealth within the city of Madison and its surroundings. Every single project we have been involved in so far, is focused on providing safe quality housing for low-income and underserved populations particularly the BIPOC community. We have over 15years of work experience in the city of Madison and our agency is 100% minority owned.
A: Our development team, led by Kaba Bah, have development experience covering a variety of possible types of housing. Some of the types of housing we specialize in, includes urban downtown affordable housing, work force housing, single family, multi family, home ownership, and repurposing commercial buildings.

B: Lead developer: Kaba Bah, 15years of development experience, serves on the habitat for humanity of Dane County housing committee and a board member. MDC dane workforce housing committee and many others.
Lead General contractor: Jeff Lee, 35years or experience, worked for T. Wall enterprise, second generation general contractor, Developed over 1000 units of housing.
Lead Architect: Kirk Keller, over 40 years of experience, UW-professor at the school of engineering, Senior architect at Plunkett Raysich Architects.

C: Financial capacity: The scope of this project is well within our comfort zone. We have already looked into our financial capacity to meet the needs of this project and conversed with our partnering financing institutes. If approved, we can convert this property from market rate to permanent affordable housing within 12 months.

D: Mission statement: Our agency's mission is to provide affordable and sustainable housing in prime locations with access to public transportations, jobs, social services and economic prosperity for marginalized and underserved families.The main goal is to support the well-being and balanced growth of our city into a socioeconomic and culturally inclusive society for all.

Our city's housing needs, particularly for lower income families and underserved populations is alarming. If no measures are taken to gradually correct it, this will lead to rapid gentrification and segregation through out-pricing. While this project alone will not solve all our housing problems over night, it will add permanent affordable housing at the core of our super preferred location and provide dignified quality housing for low income families. As a result, this new project is well aligned and supports our mission of providing quality housing for low income families in prime locations, where they can have easy access to public transportation, jobs and other socioeconomic activities.

e.

9. For non-profit applicants interested in federal HOME funds, please describe the development team's experience using federal HOME or CDBG funds in detail, including a list of past projects the team has developed using such funds.

Our team is well experience in working with Federal funds, including federal HOME funds. The most recent projec we worked on that included federal HOME funds was in Beaver Dam, WI. We are well prepared to work and comp with the rules and compliance requirements that comes with such funds

10.

10. Identify all key roles in your project development team, including any co-developers, property management agent, supportive services provider(s) (if applicable), architect, general contractor, legal counsel, and any other key consultants, if known.

Contact Person	Company	Role in Development	E-mail	Phone

Kaba Bah	Kaba-Baal LLC	Lead Developer	kbjdevelop@gmail.com	757-319-929
Louie Rojas	Tripex Construction	Lead GC	triplexconstruction2023@gmail.com	608-347-5338
Kirk Keller	Plunkett Raysich	Lead Archetect	kkeller@prarch.com	608.478.4013
Wade Wise	wyserengineering	Engineer	wade.wyse@wyserengineering.com	608-437-1980
Mackenzie Gartzke	Design Build	Property Manage.	dpaigebg@earthlink.net	262-894-1772
Joseph D. Shumow	Reinhart Boerner	Legal council	JShumow@reinhartlaw.com	608-229-2245

11.

11. Who will be responsible for monitoring compliance with federal regulations and requirements during development and construction phases of the project? Describe their experience and list any past projects they have completed.

Due to the complications and changing dynamics on monitoring compliance with federal regulations and requirements, we are planning to hire a third party, mainly specialized in this area during development and construction phases of the project and have built that cost into our pro-forma.

12.

12. Are other major sources of soft funding are being sought for the proposed development (e.g., TIF, Federal Home Loan Bank Affordable Housing Program, Dane Workforce Housing Fund, etc.)? What is the status of those funds and anticipated commitment dates? Describe the development team's experience in successfully obtaining funds from the sources sought for the proposed development.

Currently we are mainly looking at Dane workforce housing funds but we have also talked with United Way of Dar County. We are also looking into potential partnership with a member of the Federal Home Loan Bank of Chicago that may serve as qualified sponsor on our behalf.

13.

13. Is your development team willing to offer a development partnership role, employment, or other role to a graduate or student of the Associates in Commercial Real Estate (ACRE) program on this project?

Yes, our lead developer is a proud ACRE alumni and a great supporter of the ACRE program.

14.

14. Please describe the development team's experience with contracting with Minority- and Women-Owned Business Enterprises (M/WBE). Beyond standard construction bidding practices, what efforts will be made to ensure that M/WBE businesses are given plentiful opportunities to be competitive when bidding on this proposal and awarded a percentage of contracts that meets or exceeds the City's goals.

We are 100% minority owned. Contracting with other minority0- and women- owned Business Enterprises (M/WB is part of the reason we decided to go into business. We go above and beyond to ensure that we support other (M WBE) businesses and create one term opportunities where they can not only survive but thrive as well.

15.

15. Beyond standard construction bidding practices, what efforts will the development team commit to ensure that women and people of color represent a meaningful share of the construction labor force working on this proposal. Describe how the development team will meet or exceed the City's contract labor utilization goal of **13%** for persons of color working on the job site.

Being 100% minority owned, our construction labor force automatically drafts the required 13% without any effort In addition, not only does our labor force surpass this requirement but also our leadership and equity shares.

16.

16. For the following development team roles, please identify the number and/or percentage of women and persons of color employed by that company or organization, as well as the **total** employees for each firm.

		BIPOC		**Women**		**Total Employees**
Company	**Role in Development**	**#**	**%**	**#**	**%**	**#**
	Developer	1	100	0	0	1
	Co-Developer	1	100	0	0	1
	General Contractor	1	50	1	50	2
	Property Manager	1	33	1	33	3
	Architect	3	30	2	20	10
	Service Provider	0	0	1	50	2

17.

17. Describe the development team's organizational experience in engaging with the target populations you intend to serve, including black, indigenous, and other people of color. Especially consider operations, design, development, and property management.

Our agency is very unique and is primarily focused on addressing housing needs for other marginalized communities including BIPOC and low income families. Our agency was born as a result of first hand experience the founder and his family's unmet need for affordable housing during the 2008-2011 recession.

Rent over burden is leading lots of BIPOC and other low income families to relocate further out of Madison with much longer commutes. This does not only segregate our society but also increases our carbon foot print at a tim of heightened global warming and natural disasters. As a result, our agency is well in-tuned with engaging the experiences and reflecting on our target population to help them find affordable places with lot less commutes and access to amenities.

18.

18. Describe ways in which the development team promotes and supports ongoing equity work in internal policy and procedures and within the community and the greater Madison area.

Our agency promotes and supports equity in internal policy by being minority owned and having minorities being part of every step of the decision making process. Any generated revenue also tends to circle a little longer within our community as well.
Within the community, our members volunteers to server in housing related committees for the city as well as for other non-profit organizations. (Kaba Bah) for example voluntarily serves on the Habitat for humanity first time home buyer selection committee, the city of Madison's Economic Development Committee, Dane Workforce Housing Fund Committee and also serves on the Board for Dane County Habitat for Humanity.
In addition, our agency is gradually expanding and reaching out to smaller communities within the greater Madiso area. For example, we are currently finishing up a major affordable rehab project in downtown Columbus WI, and are also working in partnership with the city of Beaver Dam on a three phase housing project that combines both owner occupancy and workforce housing.

19.

19. If any team member has acted as a development partner or has any ownership interest in any project currently underway or completed, please provide the following information for the team member or any related entity, as applicable:
a. List any foreclosure, default, or bankruptcy within the past ten years.
b. List any litigation completed, pending, or underway in relation to any financing or construction project within the past five years.
c. List any Chronic Nuisance Abatement or Nuisance Case notifications issues by Madison Police Department and/or Building Inspection in the past five years.

A: None
B: None
C: None

PROPERTY MANAGEMENT: TENANT SELECTION & AFFIRMATIVE MARKETING

20. Confirm that you have read and agree to submit an Affirmative Marketing Plan and Tenant Selection Plan consistent with the Standards found in RFP Attachments B-1 and B-2.

    Yes, I confirm.

21. Describe the affirmative marketing strategy and any other strategies to engage your intended population. How will the Property Manager affirmatively market to populations that are least likely to apply? Specifically outline how this development's marketing will be consistent with the City of Madison's Affirmative Marketing Plan Standards (Attachment B-2 of the RFP), especially for Asian and Latinx populations which are historically under-marketed in affordable housing opportunities.

    Over the past 15years of serving the BIPOC and underserved populations in our community, our staff have built very strong relationships with our intended populations. As a result, our affirmative marketing strategies are built o these strong relationships we have with our intended populations.
    In addition to these relations, we also do make great effort to reach out to our intended population by meeting ther where they are at. Hence, we occasionally do participate and advertise in minority organized community events. Samples of such event are: World Music Festival, African fest and Dane dances.
    For the Asian and Latinx populations, we plan on advertising on local latino newspapers and magazines, online websites, minority grocery stores and other similar business around us.
    Generally, the demand for affordable housing, particularly within our targeted population, in prime locations with easy access to 7-days a week bus route and only 2 blocks away from the capital, far exceeds what we can provid Hence we normally have a waiting list and our biggest challenge has been on how to meet the demand instead. This allows our targeted populations better access to transportation so they can easily commute to work as well a get access to resources they need to better take care of their families.

22.

22. Please address experience in and/or plans to implement inclusive and culturally-inclusive property management and marketing practices. Detail specific partnerships that the development team, Property Manager, and/or other agencies in this proposal have had with community agencies and organizations that provide direct housing search and related assistance to households least likely to apply, **especially including undocumented residents and/or residents without social security numbers**. Please reference successful past practices, relationships with agencies and/or marketing materials used. Include a list of organizations that you have partnered with in the past for marketing activities.

    Implementing inclusive and culturally-inclusive property management and marketing practices, is not a plan but th epicenter of or mission and vision. There is hardly any agency or partner within our city limits who is involved in affordable housing that we have not crossed paths with or worked with. Examples of agencies that we have worke with and continue to work with that serve undocumented residents and those without social security are the Africa association of Madison and the Jewish Social Services of Madison(JSSM). For example, in occasional cases where we have unexpected vacancies, we do prioritize renting those units to recent immigrants through (JSSM). V are also signed up with JSSM email list. Hence in cases where they have urgent need for housing incoming families, they will reach out to us to see if we have anything available.

23.

23. Describe your approach to successfully utilizing alternatives to eviction, both pre- and-post filing, such as payment plans, mediation, etc. to avoid evictions.

    During our 15years of owning and managing rentals in Madison, we have 0 eviction records. Our approach is to find any other solution and only reserve eviction as an ultimate last resort. During Covid for example, about 5% of our tenants were rent over borden and could not afford to pay rent on time. For those who qualified for COVID related rent relief programs, we worked with them to help secure those funds so they can be up to date. For those who did not qualify, we offered them alternatives, including partially forgiving back rent.

24.

24. Describe any staffing challenges or shortages that the Property Management (PM) company has experienced at the on-site level in the past few years. What will the PM do to address and/or cover on-site staffing challenges at the proposed development should they arise?

We highly value and deeply understand the roles and challenges that property management plays in housing. Hence, we do our due diligence not only at the front end but also periodically, to make sure we carefully choose th PM firms we partner with. In addition, we also do retain some property management skills and on going training i house in case of emergency. Some good ways to address staffing challenges are to treat the employees right, continues networking to attract talent and some flexibility with work schedule. Should problems arise, the organization should have some back up staff with PM experience who can step in within short notice to help the proposed development continue during such difficult transitions while looking for replacement.

25.

25. What percent of staff turnover did the PM experience at Madison-area properties in 2023? __0__

26. Divide the number of resignations or terminations in calendar year 2023 by total number of budgeted positions. Explain turnover rate of 20% or more within Property Management staff. Discuss any other noteworthy staff retention issues or policies in place to reduce staff turnover.

Not applicable

27.

27. Please describe the experience of the property management team or agency including trainings and/or certifications that the individual/property management team or agency has completed and/or attained. Who will be responsible for monitoring compliance with local and federal regulations and requirements during the Period of Affordability?

Though we have some in-house experience in these areas. We are looking to hire a vetted third party that meets the certifictions and training requirements including WHEDA and HUD guidelines.

28.

SITE INFORMATION

28. Address(es) of Proposed Site, if known: __311 East Johnson st, Madison WI 53703___

29. In which of the following areas on the Affordable Housing Targeted Area Map (see Attachment A) is the proposed site located? Please check one plus Limited Eligibility, if applicable.
Preferred TOD Area (New Construction Only)
Eligible Core Transit Area (New Construction Only)

Preservation & Rehab Area (Ineligible for New Construction; Some exceptions may apply))
Limited Eligibility Area

30. Explain why this site was chosen and how it helps the City to expand affordable housing opportunities in areas of greatest impact. Describe the neighborhood and surrounding community.

Our selected site, is 2 blocks away from the state capital, hence it is located at the very heart of the super-preferred TOD area map. The location meets and exceeds all the objectives and eligible activity standards set by the housing forward program guidelines.
As our city continues to grow into the near future, the rent burden on lower income and marginalized populations will grow along side but at a faster rate.Hence, they will be priced out of locations with access and further marginalization with less and less access to help them break free off these vicious cycles. If measures are not taken to intentionally invest in affordable housing in such prime locations, the supply-demand rules of economics, will accelerate gentrification and lead to a segregated city with wider generational wealth gaps.
The neighborhood and surrounding communities for this particular location includes all the good things that Madison has to offer. The state capital is only 2 blocks away, State street in 3 blocks away. Both lake Monona and Lake Mendota are within 5-10minutes walk distance. It has 7 days per week access to public transportation and a walking distance to the university and all jobs around the capital.
By partnering with us to develop this corner and commit them to permeant affordable housing, the city will benefit greatly in supporting balanced growth and expand affordable housing opportunities where it matters most.

31.

31. Identify the neighborhood in which the site is located: Core downtown

32. Site Specific or Site-Undetermined Application:
    a. Date Site Control Secured (or anticipated): 06/2024
    b. Site Specific application without Site Control (check if no site control)
    c. Check if Site is Yet-To-Be Identified (targeted area proposal)

DEVELOPMENT TEAMS THAT SELECTED OPTION C IN QUESTION 32 (WITH AN UNDETERMINED SITE) CAN NOW SKIP TO APPLICATION SECTION B, AND DO NOT NEED TO COMPLETE QUESTIONS 33-65, AT THIS TIME

33. Current zoning of the site: DR1 An interactive version of the Zoning Map can be found linked here.

34. Will the proposed development need to seek a Zoning Map Amendment:

No, it's permissively zoned

35.

35. Describe any necessary planning and zoning-related approvals (conditional use permit, demolition, etc.) that must be obtained for the proposal to move forward.

This project is shovel ready. There are no necessary planning or zoning-related approvals needed for this project. The only things needed to start this project are the permits. The unit mix and unit use will still remain the same.

36.

36. Describe the proposed project's consistency with the land use recommendations, goals and objectives as may be relevant in adopted plans, including the City of Madison Comprehensive Plan (adopted 2018), Neighborhood Plan(s), Special Area Plans, the Generalized Future Land Use Map (interactive version linked here), and any other relevant plans.

This project is a classic missing middle, that is fully consistent with the city of Madison's land use recommendatior and adopted plans. The only things needed, are making it energy efficient to meet our zero-net energy goals by 2050.

37.

37. If the site is in a Limited Eligibility Area, describe how the relevant concerns will be addressed via design or other strategies, e.g., noise mitigation, air quality, etc.?

Not appicable

38.

38. Identify the distance the following amenities are from the proposed site. All distances should be entered as would be traveled by residents of the development (i.e. walking/driving distance, not straight-line distance). Limit to closest three and/or less than one mile per category. Please use the MMSD Find My School link as the closest school is not always assigned.

Type of Amenities & Services	**Name of Facility**	**Distance from Site** (in miles)
Full Service Grocery Store	Festival Foods	0.5 Miles
Public Elementary School	Lapham Eleementry school	1.0 Miles
Public Middle School	George O'Keeffe Middle School	2.0 Miles
Public High School	Capital High Eastside	0.9 Miles
Job-Training Facility, Community College, or Continuing Education Programs	Job Employment & Training Services	0.3 Miles
Childcare	Creative Learning preschool	0.3 Miles
Public Library	Madison Public library-Centra	0.5 Miles
Neighborhood or Community Center	Wil-Mar Neighborhood Center	1.3 Miles
Full Service Medical Clinic or Hospital	Meriter Hospital	1.6 Miles
Pharmacy	CVS Pharmacy	1.0 Miles
Public Park or Hiking/Biking Trail	James Madison Park	0.2 Miles
Banking	Chase Bank	0.2 Miles
Retail	Pinkus McBride Market & Deli	0.05 Miles
B-cycle Station	James Madison Park	0.2 Miles
Other (list the amenities):	Wisconsin State Capital	0.4 Miles

39.

39. What is the actual walking distance between the proposed site and the nearest seven-day per week transit stops (i.e. weekday and weekends)?

The actual working distance between the proposed site and the nearest seven-day per week transit stop is not mo than 20ft. The bus stops right at the front entrance of 305 East Johnson street. This is a seven-day per week trans stop. The most frequent bus is the #2, which is also the most frequent bus in the whole city. It runs roughly about ever 15minutes during week day office hours and roughly every 30mins during the weekend.

40.

40. Describe the walkability of the site and the safest walking routes for children to get to their elementary and middle schools if MMSD Yellow Bus Service is not provided (e.g., less than 1.5 miles and no major roads crossed). Describe the Metro Transit Route for high school students. Enter "N/A" for age restricted (55+) developments.

The walkability index for this location is 95% and its classified as "Walker's paradise" due to ints proximity to amenities, side walks, access to parks, lakes etc. Lapham Elementry school for example is only 1.0 Mile away an George O'Keeffe Middle School is only 2.0 Miles away.

41.

41. Describe the transit options for people to access employment and amenities such as childcare, after school activities, grocery stores, the nearest library, neighborhood centers, and other amenities described above.

This location is only 2 blocks from our state capital an at the heart of our transit network. A grocery store, library, Neighborhood centers. Farmers market, state street, the state capital are all within 1.0 Mile radius from this locatio

42.

42. For non age-restricted developments over 40 units, describe the impact this housing development will have on the schools in this area. What percent are the 5-year projected capacities for the area schools? Ideal enrollment is considered 90%. Are the schools projected to be at, above, or below capacity? Approximately how many elementary and middle school children are projected to live at the proposed housing development based on the proposed unit mix and previous housing experience? See 5-year projected capacities from 2019 school capacity information found in this Report (.pdf pages 30-31). MMSD is in the process of updating this information post-pandemic. Please also e-mail Grady Brown (kgbrown@madison.k12.wi.us) to obtain updated current and projected capacity for the relevant schools.

This project is less than 40units and will not have any significant impact on the schools system different from what currently has. This project will simply take non energy efficient, market rate housing and covert them energy efficient, permanent affordable housing.

43.

CITY AND COMMUNITY ENGAGEMENT PROCESSES

43. Briefly summarize the most notable staff comments made at the City's Development Assistance Team (DAT) regarding the proposed development and reference the date of the presentation, if you have already presented. If you've not yet presented to DAT, what is the anticipated date of the presentation?

Our DAT meeting has not happened yet, we are planning to schedule that in about 2 weeks. However, most of the folks at the DAT are very familiar with the project and so far the feedback we received have been very supportive.

44.
44.
44.

44. For new construction proposals, describe the neighborhood and community input process, including notification to and input from the nearby Neighborhood Association(s), already underway and planned. What was the date that the proposal was presented to the neighborhood? If not yet completed, what is the anticipated meeting date? What issues or concerns with the project has been identified, if any? How will those be addressed? Describe the plan for continued neighborhood input on the development (e.g. steering committee, informational meetings, project website, etc.).

Not applicable to this project.

45.

45. Describe the response of the alder in which the proposal is located, as well as the adjacent Aldermanic District, if applicable. What issues or concerns with the project has been identified, if any? How will those be addressed?

Both alders have shown support for this project and similar projects that aims to create more affordable housing ir this area. Specially if it does not negatively impact the community and the project is constant with its permissive u following city guidelines.

46.

SITE AMENITIES

46. Describe the interior and exterior common area amenities that will be available to tenants and/or guests, and any costs for reservation (e.g., community rooms, exercise room, business center, tot lot, grill area, etc.). What parking will be provided and at what cost? Will the cost vary by CMI level? For family developments, will there be a year-round indoor play space for children?

There is a common area room and private storage stages that are available to tenants at no extra cost. The property has listed parking and the current charge is $60/month when available.

47.

47. Describe the interior apartment amenities, including plans for internet service (and cost to tenants, if any) and a non-smoking indoor environment throughout the building.

The interior of the building is 100% non- smoking. It is well equipped with smoke detectors that will be triggered if those rules are not being followed. Each unit has internet outlets. Currently, tenants get to choose the services th want and also choose their service provider at their own expense.

PROPOSAL TIMELINE

48. Please list the estimated/target completion dates associated with the following activities/benchmarks to illustrate the timeline of how your proposal will be implemented.

Activity/Benchmark	Estimated Month/ Year of Completion
Draft Site Plan Ready to Submit to Dev. Assistance Team (DAT) [*Target/Actual Month/Date*]	06/2024
1st Development Assistance Team Meeting [*Target/Actual Month/Date*]	06/2024
1st Neighborhood Meeting [*Target/Actual Month/Date*] (if applicable)	06/2024
Submission of Land Use Application (if applicable)	07/2024
Plan Commission Consideration	07/2024
Urban Design Commission Consideration, if applicable [*Target Month/Date*]	07/2024
Complete Financing	09/2024
Acquisition/Real Estate Closing	09/2024
Rehab or New Construction Bid Publishing	10/2024
New Construction/Rehab Start	11/2024
Begin Lease-Up/Marketing	04/2024
New Construction/Rehab Completion	05/2024
Certificates(s) of Occupancy Obtained	05/2024
Complete Lease-Up	06/2024
Request Final Draw of CDD Funds	06/2024

49.

HOUSING INFORMATION & UNIT MIX

49. Provide the following information for your proposed project. List the property address along with the number of units you are proposing by size, income category, etc. If this is a scattered site proposal, list each address separately with the number of units you are proposing by income category, size, and rent for that particular address and/or phase. Attach additional pages if needed.

ADDRESS #1:		**311 East Johnson St, Madison, WI, 53703**									
		# of Bedrooms					**Projected Monthly Unit Rents, Including Utilities**				
% of County Median Income (CMI)	**Total # of units**	**# of Studios**	**# of 1 BRs**	**# of 2 BRs**	**# of 3 BRs**	**# of 4+ BRs**	**$ Rent for Studios**	**$ Rent for 1 BRs**	**$ Rent for 2 BRs**	**$ Rent for 3 BRs**	**$ Rent for 4+ BRs**
≤30%	0	0	0	0	0	0					
40%	0	0	0	0	0	0					
50%	0	0	0	0	0	0					
60%	18	0	18	0	0	0		$850.00			
Affordable Sub-total	**0**	**0**	**0**	**0**	**0**	**0**					
80%	**0**	**0**	**0**	**0**	**0**	**0**					
Market*	4	0	4	0	0	0		$1183.0			
Total Units	**22**	**0**	**0**	**0**	**0**	**1**	Notes:				

*40% = 31-40% CMI; 50% = 41-50% CMI; 60% = 51-60% CMI; 80% = 61-80% CMI; Market = >81% CMI.

ADDRESS #2:											
		# of Bedrooms					**Projected Monthly Unit Rents, Including Utilities**				
% of County Median Income (CMI)	**Total # of units**	**# of Studios**	**# of 1 BRs**	**# of 2 BRs**	**# of 3 BRs**	**# of 4+ BRs**	**$ Rent for Studios**	**$ Rent for 1 BRs**	**$ Rent for 2 BRs**	**$ Rent for 3 BRs**	**$ Rent for 4+ BRs**
≤30%	0	0	0	0	0	0					
40%	0	0	0	0	0	0					
50%	0	0	0	0	0	0					
60%	0	0	0	0	0	0					
Affordable Sub-total	**0**	**0**	**0**	**0**	**0**	**0**					
80%	**0**	**0**	**0**	**0**	**0**	**0**					
Market*	0	0	0	0	0	0					

Total Units	**0**	**0**	**0**	**0**	**0**	**0**	Notes:

*40% = 31-40% CMI; 50% = 41-50% CMI; 60% = 51-60% CMI; 80% = 61-80% CMI; Market = >81% CMI.

50. Utilities/amenities included in rent: Water/Sewer Electric Gas Free Internet In-Unit Washer/Dryer Other: _____

51. Please list the source of calculating your utility allowance, and the total utility allowance per bedroom size:
Utilities Allowance Used: CDA DCHA HUSM

Unit Size (Number of Bedrooms)	Total Monthly Utility Allowance ($)
Efficiency	75
1-Bedroom	100
2-Bedroom	137
3-Bedroom	181

REAL ESTATE PROJECT DATA SUMMARY

52. Enter the site address (or addresses if scattered sites) of the proposed housing and answer the questions listed below for each site.

	# of Units Prior to Purchase	# of Units Post-Project	# Units Occupied at Time of Purchase	# Biz or Residential Tenants to be Displaced	# of Units Accessible Current?	Number of Units Post-Project Accessible?	Appraised Value Current (Or Estimated)	Appraised Value After Project Completion (Or Estimated)	Purchase Price
Address:	311 East Johnson st, Madison, WI, 53703								
	22	22	18	0	0	18	$3.6M	$5.2M	$3.6M
Address:	Enter Address 2								
Address:	Enter Address 3								

53.

53. Describe the historical use(s) of the site. Identify if a Phase I Environmental Site Assessment has been completed and briefly summarize any issues identified. Identify any environmental remediation activities planned, completed, or underway, and/or any existing conditions of environmental significance located on the proposed site.

The historical use of this site is multifamily housing and we are proposing to see it the same. There are no environmental issues found either through the DNR or other website that requires any remediation.

54.

54. Identify any existing buildings on the proposed site, noting any that are currently occupied. Describe the planned demolition of any buildings on the site.

There is a an existing building in this site that is well kept but requires utilities and appliance upgrades to make to reduce its carbon foot print and align with the city's vision or zero-net energy by 2050. There will be no needed demolition on any buildings for this project .

55.

55. Will any business, including churches and non-profit organizations, or residential tenants (owner or rental) be displaced temporarily or permanently? If so, please describe the relocation requirements, relocation plan and relocation assistance that you will implement or have started to implement.

This building is 100% residential, hence no commercial tenants will be displaced. Current tenants are on short term leases only. However, he have decided to set aside resources for relocation Assitance as shown in our preforms in case the need arrises. The owners also do own properties in this area. Hence we will be willing to of rent reduction incentives to tenants if needed to allow for access to rehab and conversation of these units
To permanent affordability.

56.

56. For proposals that include rehabilitation, have you completed a capital needs assessment for this property? If so, summarize the scope and cost; attach a copy of the capital needs assessment if available. If proposal includes rehabilitation of occupied properties will be phased over more than a year, please describe the assessment and phasing plan in detail.

Yes, we have completed a capital needs assessment for this property and are currently awaiting the official copie
The entire rehab and reposition of this project will be completed within 12 months. The majority of the rehab work in HVAC and appliances from Gas and electric base board heats to energy efficient heat pumps. This will be followed by drywall fixing, painting, landscaping, etc.

57.

ENERGY EFFICIENCY, RENEWABLE ENERGY, SUSTAINABLE DESIGN & ACCESSIBILITY

57. Describe your organization's experience in developing projects that incorporate extraordinary sustainability, energy efficiency, decarbonization/electrification, and/or green building design techniques? Please list any industry standards, third-party certifications or awards achieved on projects developed in the past ten years, such as LEED®, WELL, ENERGY STAR Multifamily New Construction Certification, Passive House, etc.

The founder of this Organization, Mr. Kaba Bah, is also a well known atmospheric and oceanic scientist at the UW Madison Space Science & Engineering center. Mr Bah, has over 15 years experience working on weather, climat and how to reduce our global carbon foot prints using the latest NASA and NOAA Geostationary satellites.
Energy efficiency, is not only good for the environment but also saves money in the long run. One of the first thing we do weather it is a rehab or new construction, is to find ways to make our buildings more energy efficient. All of our properties have installed LED lights. We also do upgrade our exterior lights to motion censored LED lights. In addition, we always seek to work with organizations such as Focus on Energy and Project Home to leverage othe resources when upgrading equipments or appliances. Over the past decade, we have learned that these efforts always pays in the long run with energy savings as energy cost continues to rise and it also reduces our carbon foot print.
Some examples of our experience in developing such projects, includes the following:
In 2024, We partnered with Elevate on a $50,000.00 energy efficiency upgrade in one of our buildings in downtow Madison.
In 2023, we worked on a $1.2M project in downtown Columbus (101 East James Street, 105 East James and 114 North Ludington St) that has over $400,000 going towards replacing all the windows, 7 heating and cooling systems that are 98% energy efficient, water saving toilets as well as energy efficient heat pumps.
In 2020, we invested a little 55,000 in 305 East Johnson and replaced all the windows on the second floor. We als replaced the old roof and added two energy efficient hot water systems. This has resulted to an average savings about $5o/month per month when compared the year prior.
In 2011, we invested over $100,000 to replace all the windows, doors, roof, and hot water systems at 125 North Hancock st. to energy efficient ones, In addition, we upgraded all the interior lights to LED and all exterior lights to motion censored LED lights. Looking back at this project after 10years, we are very glad we did that. Our local energy prices have significantly risen over the decade while our average energy consumption at this locations has gone down as a result.

58.

58. Describe the proposed project's energy efficiency approach, design and equipment choices. For new construction proposals, please attach a copy of the confirmation page demonstrating that your organization has submitted an Initial Application for Focus on Energy's Energy Design Assistance program once available. For rehabilitation proposals, please attach documentation confirming that your organization has reached out to Focus on Energy's multifamily program, once available.

Our project's proposed energy efficiency goals are to reach 100% renewable energy and zero-net carbon emissic by 2050. About 5 years ago, we had a meeting with a team from MG&E to seek their help and guidance on how w can achieve our goal and have been improving on the idea since then.
In addition we have also been working with "Focus on Energy". and have already applied for assistance from thei Design Assitance Team. "Focus on Energy" have already confirmed that this project has a potential incentives of to $8,100 and available potential energy cost savings of up to $9,200. Our Focus on Energy initial application number is: FEO-CD204-21420.

59.

59. Check all applicable third-party certifications of Energy Efficiency & Sustainability that will be sought.

Third-Party Certification	**YES**
Focus on Energy's Energy Design Assistance program *(Initial Application submittal confirmation page is attached)*	YES
Wisconsin Green Built- GOLD Standard	YES
EPA AirPLUS	YES
LEED®	YES
WELL	YES
ENERGY STAR Multifamily New Construction	
Passive House	
Other:	
Other:	

60.

60. Please describe how this proposed development will contribute to the City's goal of 100% renewable energy and net-zero carbon emissions community-wide by 2050. For more information, see 100% Renewable Madison Report.
Please describe below any other renewable energy systems to be included in the development, such as solar thermal, solar hot water, geothermal, etc.
What size of solar array is anticipated (in Kw)?
What percentage of on-site electricity use is the development aiming to provide via the solar array?

This proposed development basically gives us the perfect opportunity to turn a brand new page and replace decades old technology, with the latest and greatest net-zero carbon emission technology.
This is the only sustainable path forward into the future for humanity. Not only is it good for the longterm survival o our species and other living things, it is also good for the environment and our longterm return on investment.

Our team is fully in support of the city's goal of 100% renewable energy and net-zero carbon emission by 2050.W are in this for the long run and for the betterment of our environment. We belief that if we all work together and pla our separate roles, we will achieve our common goal and make Madison a model city.
According to conversations we had with Full spectrum Solar, last month, the ideal size of solar arrays will be abou 5.7kW-DC per unit. There conversations are in the early stages and we are currently working on figuring out the ideal percentage of on-site electricity use is the development would be optimal to provide via the solar arrays.

61. Please indicate sustainable design features and equipment included choices in the proposed development that will help to reduce fossil fuel consumption, achieve decarbonization, and improve air quality:

Sustainability Design Features & Equipment	**YES**	**Comments**
a. Air-source or ground source heat pumps	YES	This technology is rapidly improving for colder climates like ours.
b. Electric or heat-pump water heaters	YES	Specially with solar panels added
c. Electric stoves	YES	
d. EV charging infrastructure or EV ready design *(exceeding City ordinance requirements)*	YES	Lot of financial incentives to help make it feasible.
e. Battery storage	YES	In parallel with the solar panels.
f. Other:		
g. Other:		

62.

62. New Construction Proposals Only: Please *briefly* describe the Sustainable Building Design Elements and Strategies that will be incorporated into the proposed project as referenced in the AIA Framework for Design Excellence, especially the following:

a. Design for Equitable Communities

Not applicable to this project

b.

b. Design for Energy – Optimized energy use. What is the U value of windows?

Not applicable to this project

c.

c. Design for Water – Describe proposed strategies to protect and conserve water (i.e. water efficiency), reduce reliance on municipal water sources, incorporate systems to recapture and/or reuse water on-site.

Not applicable to this project

d.

d. Design for Resources – Optimize building space and material use

Not applicable to this project

e.

e. Design for Well-being – Consider physical, mental, and emotional well-being, plus trauma-informed design.

Not applicable to this project

f.

f. Design for Ecosystems – Especially indoor environmental quality (IEQ)

Not applicable to this project

g.

g. Design for Change – Optimize operational and maintenance practices

Not applicable to this project

h.

h. Design for Integration, Economy, Change and/or Discovery – Any additional AIA Framework comments

Not applicable to this project

i.

63. Describe this development's approach to accessibility. Indicate the number and percent of ADA accessible units as well as the number and percent of proposed Type A accessible units and/or convertible to Type A units as needed. Will this development exceed the minimum requirements to the greatest extent feasible? For rehab, describe the accessibility modifications that will be incorporated into the existing development.

Our approach to accessibility is to always aim and exceed the minimum requirements. Whenever we rehab older buildings, we always aim to improve accessibility both for emergency and for all residents along with their guests. These includes those who are mobility challenged as well.
For this particular project, the first floor is already built for wheelchair accessibility though a ramp, wide entrance doors and hallways. However, it is outdated with cracks. We will be fixing and upgrading those as well.

64.

64. Describe this development's level of commitment to the principles of Universal Design. Explain the extent to which the development team will incorporate the greatest feasible levels of Universal Design in residential units, commercial spaces, and in common areas. What percentage or number of units in the proposed development will incorporate Universal Design principles? What percent of units will be visitable?

Our team is deeply committed to the principles and values associated with the concept of universal design. For th particular project, there will be no commercial space. Hence we are looking at the design purely from a residentia perspective.
When designing a project such as a multi-unit affordable housing, it is very important that the design allows for th property to be inclusive, easily accessible and also usable by all people. We always aim to make our designs simple and intuitive to effectively communicate necessary information.
Taking common area doors for example, we aim to use doors that requires low physical effort and allows for both flexibility and large tolerance for error during operations. Our goal for this project is to incorporate the Universal Design princes to 100% of the units.

65.

REFERENCES

65. Please list at least three municipal/financing references who can speak to your work on similar developments completed by your team.

Name	Relationship	Email Address	Phone
Ryan Zerwer, president FCI	Business	ryanz@forwardci.org	(608) 204-8830
Mike Kornann, director	Business	MKornmann@columbuswi.gov	(920) 350-5894
Mike Kornann, director	Business	jmack@parkbank.com	(608) 345-2579

66.

DEVELOPMENT TEAMS WITH AN IDENTIFIED SITE (AND HAVE COMPLETED QUESTIONS 32-65) DO NOT NEED TO COMPLETE SECTION B.

SECTION B – TARGETED AREA ONLY (No Identified Site)

SITE INFORMATION

1. General Area of Proposed Sites: _____

2. If applicable, please identify in which of the following areas on the Affordable Housing Targeted Area Map your proposal is generally located in, or that you anticipate you will target. If the area targeted for your proposal is larger or consists of multiple areas, please select one of the following that comprises the majority of your target area.
   Preferred Area (New Construction Only)
   Super-Preferred Area (New Construction Only)
   Eligible Area (New Construction & Acquisition/Rehabilitation)
   Targeted Rehab Area (Ineligible for New Construction, but preferred for acquisition & rehabilitation)

3. Explain why this area was chosen. How does it help the City to expand affordable housing opportunities in areas of greatest impact? How will this area assist in providing neighborhood-serving benefits?

4.

4. Describe the type of housing project you propose to develop (i.e. new construction, preservation or acquisition and rehab)?

5.

5. Number of units you anticipate developing in the targeted area: _____

6. Identify the following amenities that exist in the area which you have identified. If an amenity/service does not exist within the area, determine and list the next closest location.

Type of Amenities & Services	**Name of Facility**	**In Targeted Area?** (yes/no)
Full Service Grocery Store		
Public Elementary School		
Public Middle School		
Public High School		
Job-Training Facility, Community College, or Continuing Education Programs		
Childcare		
Public Library		
Neighborhood or Community Center		
Full Service Medical Clinic or Hospital		
Pharmacy		

Public Park or Hiking/Biking Trail		
Banking		
Retail		
Other (list the amenities):		

7.

7. Are there seven-day per week transit stops (i.e. weekday and weekends) in or adjacent to your targeted area?

8.

8. Describe your experience in gaining necessary planning and zoning-related approvals (rezoning, conditional use permit, demolition, etc.) that have been obtained for other developments. Are there adequate sites available in this targeted area that can feasibly identify and develop within the timeframe listed in the RFP? Please explain how you anticipate selecting a site(s).

9.

9. Describe the your anticipated project and targeted area's consistency with adopted plans, including the City of Madison Comprehensive Plan (adopted 2018), Neighborhood Plan(s), Special Area Plans, the Generalized Future Land Use Map (interactive version linked here), and any other relevant plans.

10.

CITY AND COMMUNITY ENGAGEMENT PROCESSES

10. Describe your familiarity with this neighborhood and community. Have you previously worked with this Neighborhood Association(s) or Alder? Describe the response of the alderperson in which the proposal is located, as well as the adjacent alderperson(s), if applicable. What issues or concerns with your anticipated project have been identified, if any? How will those be addressed? Please note new Aldermanic Districts that went into effect January 1, 2022.

SITE AMENITIES
Specific details of site amenities will be asked in a supplemental application submittal once a site(s) has been identified, as a component of City approvals before funding allocated.

ENERGY EFFICIENCY, RENEWABLE ENERGY & SUSTAINABLE DESIGN

11. What is your organization's experience in developing projects that incorporate extraordinary sustainable, energy efficient, and/or green building design techniques? Please list any awards, industry standards or third-party certifications achieved on projects developed in the past ten years, LEED®, WELL, Passive House, etc.

12.

12. Please describe how proposed developments will contribute to the City's goal of 100% renewable energy and zero-net carbon emissions (originally adopted March 21, 2017). For more information, see 100% Renewable Madison Report.

13.

13. Describe this development team's past approach to accessibility. Will any proposed development meet or exceed the minimum requirements? For rehab, describe the accessibility modifications that will be incorporated into existing developments.

14.

14. Describe this your agency's commitment to the principles of Universal Design. Elaborate on how your agency has incorporated Universal Design components in residential units, any commercial space, and in common areas. Do you anticipate that your agency will exceed building code standards for Type A units? Once a site is identified, what percentage or number of units in any proposed developments will incorporate Universal Design principles?

15.

ONLY DEVELOPMENT TEAMS APPLYING FOR HOME-ARP FUNDS MUST COMPLETE SECTION C. ALL OTHER APPLICANTS MAY PROCEED TO PAGE 21.

SECTION C – HOME-ARP FUNDS – HOMELESSNESS & HOUSING STABILITY

Applicants seeking HOME-ARP funds, must also complete the following questions.

1. Please confirm that the development team, including property management and supportive service coordinator, have read and understand Attachment E which outlines the requirements of the HOME-ARP program.
   Yes, I confirm.
2. Please describe the proposed development's integrated supportive housing approach to serve the target populations. Provide the number and percent of Integrated Supportive Housing Units proposed utilizing HOME-ARP and adhering to its requirements. Describe how the HOME-ARP units created in this project will serve the following HUD required Qualifying Populations:
   a. Those who are homeless as defined under 24 CFR 91.5
   b. Those who are at imminent risk of homelessness as defined in 24 CFR 91.5
   c. Those who are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by HUD.
   d. Other populations where assistance would prevent the family's homelessness or serve those with the greatest risk of housing instability.

   e.

3. Please identify the per-unit cost of the HOME-ARP units in your project: _____

4. Describe the consultation and coordination between Developer, the Property Manager and the lead Supportive Service Coordination Agency that occurred prior to this application and planned to design the development in terms of matching unit mix (income and size) to the targeted population.

5.

5. Describe the planned approach, relationship and coordination between the Property Manager and the lead Supportive Service Coordination Agency for lease up and ongoing services. Have these entities previously participated in an in-depth pre-lease up coordination process with these target population(s) in coordination with relevant community partners (e.g., CDA, DCHA, VASH, CE, etc.)? How will these entities work together to ensure a successful development well-integrated with the immediate neighborhood and community?

6.

6. Describe the planned approach that the development team will utilize to engage with and center the voices of the Qualifying Populations in the design of the proposed development using trauma-informed design?

7.

7. Describe the development team's experience using a Housing First approach to supportive housing?

8.

8. Please submit a Support Service Plan with your application. This plan should highlight the following elements:

a. Operations Plan

i. Affirmative Marketing Plan (must meet Affirmative Marketing Plan Standards).
ii. Tenant Selection Plan (must meet Tenant Selection Plan Standards and HOME-ARP guidelines, including a Housing First approach).
iii. Staffing needs (i.e. %FTE and ratio of staff per household, etc.).
iv. Lease up Coordination – detail how property management will work with the support service provider and partner agencies to seek referrals for vacant units.
    1. Describe the process for using Coordinated Entry to seek referrals of the prioritized qualifying population (households experiencing homelessness).
    2. Describe how property management will ensure that households who are unserved by Coordinated Entry but otherwise meet the HUD definition of the Qualifying Population will have access to HOME-ARP units through a waitlist.
    3. Describe the process to lease non-HOME-ARP units, if applicable.
v. Outreach Strategies – how the property will engage its residents in the supportive services offered.
vi. Resident Assessment – how will case managers assess the supportive service needs of individual residents.
vii. Support Service Coordination
    1. Description of the type(s) and level of supportive services offered.
    2. Describe what services are provided on-site.
    3. Identify partnerships, if any, with supportive service agencies that have been or will be formed to serve the target population. How will external services be accessed.

b. Budget and Spending Plan:

i. 5-year budget projection on support service costs and sources.
ii. Resource Management:
    1. How will funding required for providing services outlined in the plan will remain available over time.
    2. Identify how HOME-ARP service funds will be budgeted over-time.
iii. Spending Plan: a detailed explanation of how the supportive services funds will be spent and how that fits into the property's Supportive Services Plan.
    1. Specifically identify how HOME-ARP service funds will be spent.

The following attachments are included with this application:

PLEASE ATTACH THE FOLLOWING ADDITIONAL INFORMATION AND CHECK THE BOX WHEN ATTACHED:

1. A completed Application Budget Workbook, showing the City's proposed financial contribution and all other proposed financing via Worksheets 1-4 (Agency Overview, Capital, and Expenses, Proforma).

2. A detailed map of the site, for development proposals with an identified site,

3. A map using the AHF Affordable Housing Targeted Area Map, indicating the site in the context of the City.

4. A preliminary site plan and one to two renderings, if available.

5. A Capital Needs Assessment report of the subject property, or similarly detailed rehab phasing and cost report, if the proposal is for a rehabilitation project and if the report is available at the time of application.

6. A recent market study or informal analysis, if available at the time of application.

7. For rental development proposals with more than one owner, a Project Organizational Chart, including ownership interest percentages.

8.a. Tenant Selection Plan consistent with the City's Standards outlined in Attachment B-1, if one is available at time of application.

8.b. Affirmative Marketing Plan consistent with the CDD's AMP Standards outlined in Attachment B-2, if one is available at time of application.

If the following items are not available at the time of initial application, submittal will be required at the following future date:

Application Item	**Due Date**
Preliminary Site Plan	A week prior to Development Assistance Team (DAT)
Capital Needs Assessment	Supplemental Application
Market study/Analysis *(Required for new construction proposals seeking HOME funds)*	Supplemental Application
Proposals with an Undetermined Site, Questions 33-65	Supplemental Application

APPLICANT & PROJECT NAME:	KABA BAAL LLC, & 301 E Johnson affordable rental					
2. CAPITAL BUDGET						
Enter ALL proposed project funding sources.						
FUNDING SOURCES						
Source	Amount	Non-Amortizing (Y/N)	Rate (%)	Term (Years)	Amort. Period (Years)	Annual Debt Service
Permanent Loan-Lender Name:						
Summit Credit union	$ 2,250,000	N				
Subordinate Loan-Lender Name:						
MDC- Dane workforce housing	$ 360,000	N				
Subordinate Loan-Lender Name:						
Tax Exempt Loan-Bond Issuer:						
FHLB-AHP Loan						
City Loan Request (AHF/HOME)	$ 2,300,000	Y				
City-Loan HOME-ARP (Develoipment Funds)	$ 100,000	Y				
City-Loan Request (TIF)						
Other-Specify Lender/Grantor:						
Other-Specify Lender/Grantor:						
Other-Specify Lender/Grantor:						
Historic Tax Credit Equity						
Deferred Developer Fees						
Owner Investment						
Other-Specify:						
Total Sources	**$ 5,010,000**					

Construction Financing				
Source of Funds	Amount	Rate	Term (Months)	
Construction Loan-Lender Name:				
Summit Credit union	$ 1,800,000			
Bridge Loan-Lender Name:				
FCI	$ 600,000			
MDC- Dane workforce housing	$ 310,000			
City Loan Request (AHF/HOME)	$ 2,300,000			
Historic Tax Credit Equity:				
Total	**$ 5,010,000**			

Remarks Concerning Project Funding Sources:

APPLICANT:	**KABA BAAL LLC**					
3. PROJECT EXPENSES						
Enter the proposed project expenses						
Acquisition Costs		**Amount**				
Land		$500,000				
Existing Buildings/Improvements		$3,100,000				
Other (List)						
		$0				
Construction:						
Construction/Rehab Costs		$750,000	<---	If applicable, please list the costs attributable to "above and beyond" green building/Net Zero construction components included in the Construction Costs line item:		
Construction Profit		$15,000				
Construction Overhead		$30,000				
General Requirements		$10,000				Total Cost:
Construction Supervision		$20,000				$0
FF&E/Personal Property		$5,000				
Demolition		$6,000				
Site Work		$5,000				
Landscaping		$8,000				
Letter of Credit/P&P Bond		$0				
Construction Contingency		$30,000				
Other (List)						
		$0				
Architectural & Engineering						
Architect - Design		$5,000	MEP			
Architect - Supervision		$5,000				
Engineering		$2,000				
Other (List)						
		$0				
Interim/Construction Costs						
Builder's Risk/Property Insurance		$20,000				
Construction Loan Interest		$55,000				
Construction Loan Origination Fee		$23,000				
Real Estate Taxes		$45,000				
Park Impact Fees		$0				
Other Impact Fees		$5,000				
Other (List)						
		$0				
Financing Fees						
Cost of Bond Issuance		$10,000				
Permanent Loan Origination Fee		$22,000				
Credit Enhancement		$5,000				
Other Permanent Loan Fees		$12,000				
Soft Costs						
Appraisal		$5,000				
Market Study		$1,000				
Environmental Reports		$500				
Survey		$500				
Permits		$1,000				

Lease-Up Period Marketing		$3,000				
Accounting/Cost Certification		$12,000				
Title Insurance and Recording		$1,000				
Relocation		$60,000				
FF&E		$5,000				
Capital Needs Assessment (if rehab)		$6,000				
Legal		$5,000				
Other (List)						
		$0				
Fees:						
Bridge Loan Fees		$12,000				
Organizational Fees		$15,000				
Syndication Fees		$0				
Total Development Fee		$100,000				
Developer Overhead		$20,000				
Other Consultant Fees		$0				
Other (List)						
		$0				
Reserves Funded from Capital:						
Lease-Up Reserve		$10,000				
Operating Reserve		$20,000				
Replacement Reserve		$15,000				
Capital Needs Reserve		$15,000				
Debt Service Reserve		$15,000				
Escrows		$0				
Other: (List)						
		$0				
TOTAL COSTS:		**$5,010,000**				

APPLICANT: **KABA BAAL LLC**

4. PROJECT PROFORMA

Enter total Revenue and Expense information for the proposed project for a 30 year period.

		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
Gross Income		338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000
Less Vacancy/Bad Debt	4%	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520
Income from Non-Residential Use*		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Total Revenue		334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480
Expenses:																
Office Expenses and Phone		6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Real Estate Taxes		44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000
Advertising, Accounting, Legal Fees		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Payroll, Payroll Taxes and Benefits		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Property Insurance		35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Mtc, Repairs and Mtc Contracts		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Utilities (gas/electric/fuel/water/sewer)		12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Property Mgmt		35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Operating Reserve Pmt		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Replacement Reserve Pmt			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Support Services			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other (List)																
			0	0	0	0	0	0	0	0	0	0	0	0	0	0
			0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Operating Expenses		172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000
Net Operating Income		162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480
Debt Service:																
First Mortgage		110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Second Mortgage		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Other (List)																
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Debt Service		140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
Total Annual Cash Expenses		312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000
Total Net Operating Income		22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480
Debt Service Reserve		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Deferred Developer Fee		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Flow		22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480
AHF City Interest Loan		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*Including commercial tenants, laundry facilities, vending machines, parking spaces, storage spaces or application fees.

DCR Hard Debt		1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16
DCR Total Debt		1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16

Assumptions

Vacancy Rate	0.0%
Annual Increase Income	0.0%
Annual Increase Exspenses	0.0%
Other	

*Please list all fees (per unit per month) and non-residential income:

APPLICANT:

3. PROJECT PROFORMA (cont.)

Enter total Revenue and Expense information for the proposed project for a 30 year period.

Year 16		Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	Year 26	Year 27	Year 28	Year 29	Year 30
338,000	Gross Income	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000	338,000
13,520	Less Vacancy/Bad Debt	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520	13,520
10,000	**Income from Non-Residential Use***	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
334,480	**Total Revenue**	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480	334,480
	Expenses:														
6,000	Office Expenses and Phone	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
44,000	Real Estate Taxes	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000	44,000
5,000	Advertising, Accounting, Legal Fees	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
5,000	Payroll, Payroll Taxes and Benefits	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
35,000	Property Insurance	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
10,000	Mtc, Repairs and Mtc Contracts	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
12,000	Utilities (gas/electric/fuel/water/sewer)	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
35,000	Property Mgmt	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
20,000	Operating Reserve Pmt	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
0	Replacement Reserve Pmt	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	Support Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Other (List)														
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
172,000	**Total Expenses**	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000	172,000
162,480	**Net Operating Income**	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480	162,480
	Debt Service:														
110,000	First Mortgage	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000	110,000
30,000	Second Mortgage	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
	Other (List)														
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
0		0	0	0	0	0	0	0	0	0	0	0	0	0	0
140,000	**Total Debt Service**	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000
312,000	**Total Annual Cash Expenses**	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000	312,000
22,480	**Total Net Operating Income**	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480
0	**Debt Service Reserve**	0	0	0	0	0	0	0	0	0	0	0	0	0	0
0	**Deferred Developer Fee**	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22,480	**Cash Flow**	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480	22,480
0	AHF City Interest Loan	0	0	0	0	0	0	0	0	0	0	0	0	0	0

*Including laundry facilities, vending machines, parking spaces, storage spaces or application fees.

1.16	**DCR Hard Debt**	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16
1.16	**DCR Total Debt**	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16	1.16

Assumptions	
Vacancy Rate	0.0%
Annual Increase Income	0.0%
Annual Increase Exspenses	0.0%
Other	