**CITY OF MADISON** 

ORGANIZATION: Madison Area Community Land Trust

PROGRAM/LETTER: D MACLT Acquisition Fund

## PROGRAM BUDGET

1. 2010 BUDGETED		ACCOUNT CATEGORY			
	SOURCE				SPECIAL
REVENUE SOURCE	TOTAL	PERSONNEL	OPERATING	SPACE	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

	SOURCE				SPECIAL
REVENUE SOURCE	TOTAL	PERSONNEL	OPERATING	SPACE	COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	4,000	2,400	1,400	200	
MADISON-COMM SVCS	0				
MADISON-CDBG	54,000	4,860	2,835	405	45,900
UNITED WAY ALLOC	1,300	780	455	65	
UNITED WAY DESIG	0				
OTHER GOVT*	0				
FUNDRAISING DONATIONS	1,520	960	560		
USER FEES	8,760	5,256	3,066	438	
OTHER**	0				
TOTAL REVENUE	69,580	14,256	8,316	1,108	45,900

# \*OTHER GOVT 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

# \*\*OTHER 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
TOTAL	. 0	

PROGRAM D - 1 MAY 25, 2010

ORGANIZATION:	Madison Are	ea Community Land Trust	
PROGRAM/LETTER:	D	MACLT Acquisition Fund	

## 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.).

· ·		 . ,
200 characters (w	ith spaces)	

## 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		ACCOUNT CATEGORY			
	BUDGET				SPECIAL
REVENUE SOURCE	TOTAL	PERSONNEL	OPERATING	SPACE	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

# \*OTHER GOVT 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

## \*\*OTHER 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

PROGRAM D - 2 MAY 25, 2010

**CITY OF MADISON** 

ORGANIZATION:	Madison Area Community Land Trust	
PROGRAM/LETTER:	D MACLT Acquisition Fund	
PRIORITY STATEMENT:	CDBG: B. Housing - Housing for homebuyers (CDBG)	

### **DESCRIPTION OF SERVICES**

C	s. NEED FOR PROGRAM. Please identify local community fleed of gap in service that the proposed program will address.
	A glance at the MLS reveals solid houses typically outside the reach of home buyers who otherwise qualify for MACLT's programs. MACLT wants to expand its inventory of housing and put these homes into the hands of good families.
7	7. SERVICE DESCRIPTION - Describe the service(s) provided including your expectations of the impact of your activities.
	MACLT intends to work with families to indentify properties that they can make affordable by buying through the

MACLT intends to w ork w ith families to indentify properties that they can make affordable by buying through the Land Trust. MACLT will buy the land 'out from under' a given home on behalf of the homebuyer, to reduce the principal of the homebuyer's mortgage. The Acquisition Fund will be used to purchase homes that are already solid and that need few, if any capital improvements. MACLT will both w ork actively to help families find a home that serves them well, or it will allow buyers to bring their own prospects to the table for MACLT's consideration.

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.

Over the next two years, MACLT hopes to make two homes permanently affordable to qualified families, by means of targeted land purchase.

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

This program will be available when a committed home buyer and MACLT identify a home that's a good fit for the family and for MACLTs stock of permanently affordable housing. The purchase will be incorporated into MACLTs daily work routine until closing.

PROGRAM D - 3 MAY 25, 2010

**CITY OF MADISON** 

ORGANIZATION:	Madison Area Commi	unity Land Trust				
PROGRAM/LETTER:	D MACLT	Acquisition Fund				
10. POPULATION SERVED: Please describe in terms of age, income level, LEP, literacy, cognitive or physical disabilities or challenges).						
Any household served by the family earns 67% DCMI.	nis program w ill earn 8	30% or less than Dane Cou	unty's median income. A typical MACLT			
11. LOCATION: Location of ser	vice and intended servic	ce area (Include census tract	where service is tract specific).			
MACLT will target neighborh or less for the qualified fami		rs land purchase w ill yield	d a final mortgage volume of \$130,000			
12. OUTREACH PLAN: Describe	e your outreach and ma	arketing strategies to engage	your intended service population.			
MACLT will broadcast this p brokers and lenders at the h interested buyers about the	burchasing partnership Homebuyer's Roundtab Acquisition program v	o on its w ebpage and Face ole to share information ab when they call or w rite. M	eBook page. It will speak to local cout the program. MACLT will inform MACLT staff and board are developing ose readers might be interested in the			
13. COORDINATION: Describe	how you coordinate you	r service delivery with other o	community groups or agencies.			
			et prospective homebuyers to the Land mation at the Homebuyers Roundtable.			
14. VOLUNTEERS: How are vol	unteers utilized in this p	rogram?				
MACLT expects the Acquisi	tion program to be sta	ff-led.				
15. Number of volunteers utilized Number of volunteer hours utilized		10?	2 0			

PROGRAM D - 4 MAY 25, 2010

ORGANIZATION:	Madison A	rea Community Land Trust	
PROGRAM/LETTER:	D	MACLT Acquisition Fund	

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.

The mechanics of the program are accessible to any qualified homebuyer. The Land Trust's informationals and application are available in Spanish and English, and MACLT commits to securing translations of other legal documents as needed. MACLT welcome the opportunity to work with any family committed to homeownership through the Land Trust.

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

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

MACLT is a private, not-for-profit 501(c)3, incorporated to hold land on behalf of home owners.

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

Staff Title	FTE	City \$	Qualifications
Michael Carlson	1	No	

PROGRAM D - 5 MAY 25, 2010

**CITY OF MADISON** 

ORGANIZATION:	Madison Are	adison Area Community Land Trust			
PROGRAM/LETTER:	D	MACLT Acquisition Fund			

## 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.

Income Level	Number of Households
Over 80% of county median income	0
Between 50% to 80% of county median income	2
Between 30% to 50% of county median income	0
Less than 30% of county median income	0
Total households to be served	2

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

Income Level for 2012	Number of Households	
Over 80% of county median income	0	
Between 50% to 80% of county median income	0	
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?	

MACLT allocated indirect costs across programs, proportionate to time.				

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

	, , ,	
		Est. Month
Activity Benchmark		of Completion
Cultivate and quailify homebuyer		May
Property search and acqusition		August

PROGRAM D - 6 MAY 25, 2010

SON

COMMUNITY DEVELOPMENT DIVISION	PROGRAM DESCRIPTION	CITY OF MADIS
ORGANIZATION: Madison	Area Community Land Trust	
PROGRAM/LETTER: D	MACLT Acquisition Fund	
COMMUNITY RESOURCES DESCRIPTION Please provide the following information Of Program Goals & Priorities" If not applying	NLY if you are applying for projects that meet the "Community Resources	
24. CONTRIBUTING RESEARCH		
Please identify research or best practice fra	ameworks you have utilized in developing this program.	
and accessibility.	s based upon contemporary understanding of energy-efficiency, dura	
OF ACCESS FOR LOW INCOME INDIVID	NIALC AND FAMILIEC	
25. ACCESS FOR LOW-INCOME INDIVID		100.0%
	ants do you expect to be of low and/or moderate income? or describe participant's or household income status? (check all that apply)	100.0%
· ·	of children enrolled in free and reduced lunch	
	s or families that report 0-50% of Dane County Median Income	
	or family income in relation to Federal Poverty guidelines	Х
Other	or ranny meetine in relation to reachair every galacimes	Λ
OO LIOW IS THE INFORMATION OF IRRE	TAITLY COLLECTED	
26. HOW IS THIS INFORMATION CURRE		
WACLI collects information directly fr	rom families according to HUD guidelines.	
ACCESS ISSUES FOR LOW INCOME IND		
	and lease fee, which is fixed for single family or condo homes. A typi save \$100,000 in principal, interest, and tax payments over the life of	

PROGRAM D - 7 MAY 25, 2010

**CITY OF MADISON** 

0

0% 0%

ORGANIZATION: Madison Area Community Land Trust
PROGRAM/LETTER: D MACLT Acquisition Fund

## 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			PARTICIPANT		
DESCRIPTOR	#	%	DESCRIPTOR	#	%
TOTAL	0	0%	AGE		
MALE	0	0%	<2	0	0%
FEMALE	0	0%	2-5	0	0%
UNKNOWN/OTHER	0	0%	6 - 12	0	0%
			13 - 17	0	0%
			18 - 29	0	0%
			30 - 59	0	0%
			60 - 74	0	0%
			75 & UP	0	0%
Note: Race and ethnic categ	ories are state	ed	TOTAL AGE	0	0%
as defined in HUD standards	3		RACE		
			WHITE/CAUCASIAN	0	0%
			BLACK/AFRICAN AMERICAN	0	0%
			ASIAN	0	0%
			AMERICAN INDIAN/ALASKAN NATIVE	0	0%
			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%
			TOTAL RACE	0	0%
			ETHNICITY		
			HISPANIC OR LATINO	0	0%
			NOT HISPANIC OR LATINO	0	0%
			TOTAL ETHNICITY	0	0%
			PERSONS WITH DISABILITIES	0	0%
			RESIDENCY		
			CITY OF MADISON	0	
			DANE COUNTY (NOT IN CITY)	0	0%

PROGRAM D - 8 MAY 25, 2010

OUTSIDE DANE COUNTY

TOTAL RESIDENCY

COMMUNITY DEVELOPMENT D	DIVISION
-------------------------	----------

**CITY OF MADISON** 

ORGANIZATION:	Madison Area Community Land Trust
PROGRAM/LETTER:	D MACLT Acquisition Fund
29. PROGRAM OUTCOMES	
	Number of unduplicated individual participants served during 2009. 0
	Total to be served in 2011. 4
Complete the following for each pro-	ogram outcome. No more than two outcomes per program will be reviewed.
	your research and/or posted resource documents if appropriate.
	d descriptions of what should be included in the table below.
Outcome Objective # 1:	Successful discovery and acqusition of property whose improvement costs are affordable to the household.
Performance Indicator(s):	Cost of improvements not to exceed \$130,000, as adjusted by household's ability to pay.
Proposed for 2011:	Total to be considered in 4 Targeted % to meet perf. measures 25%
	perf. measurement Targeted # to meet perf. measure 1
Proposed for 2012:	Total to be considered in 4 Targeted % to meet perf. measures 25%
	perf. measurement Targeted # to meet perf. measure 1
Explain the measurement tools or methods:	Households who earn 80% of DCMI can typically afford up to a \$130,000 mortgage. The household's income will necessarily influence the volume of mortgage they can afford.
Outcome Objective # 2:	
Performance Indicator(s):	
Proposed for 2011:	Total to be considered in Targeted % to meet perf. measures 0% perf. measurement Targeted # to meet perf. measure 0
Proposed for 2012:	Total to be considered in Targeted % to meet perf. measures 0%
	perf. measurement Targeted # to meet perf. measure 0
Explain the measurement tools or methods:	

PROGRAM D - 9 MAY 25, 2010

# 1. AGENCY CONTACT INFORMATION

Organization	Madison Area Community Land Trust				
Mailing Address	200 N. Blount St., Madison, WI 53703				
Telephone	608-280-0131				
FAX	608-442-9528				
Admin Contact	Michael Carlson				
Financial Contact	Michael Carlson				
Website	www.affordablehome.org				
Email Address	michael@affordablehome.org				
Legal Status	Private: Non-Profit				
Federal EIN:	39-1680095				
State CN:					
DUNS #					

# 2. CONTACT INFORMATION

0	SINTACT IIN C	KINATION				
Α	MACLT Stewa	ardship Fund				
	Contact:	Michael Carlson	Phone:	608-280-0131	Email:	michael@affordablehome.org
В	MACLT Deep	Green Retrofit program				
	Contact:	Michael Carlson	Phone:	608-280-0131	Email:	michael@affordablehome.org
С	MACLT Forec	losure Prevention Fund				
	Contact:	Michael Carlson	Phone:	608-280-0131	Email:	michael@affordablehome.org
D	MACLT Acqui	sition Fund				
	Contact:	Michael Carlson	Phone:	608-280-0131	Email:	michael@affordablehome.org
E	MACLT Passi	ve House program				
	Contact:	Michael Carlson	Phone:	608-280-0131	Email:	michael@affordablehome.org
F	Program F					
	Contact:		Phone:		Email:	
G	Program G					
	Contact:		Phone:		Email:	
Н	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			<u> </u>		
	Contact:		Phone:		Email:	

AGENCY OVERVIEW - 1 MAY 25, 2010

# 3. AGENCY REVENUE DETAILED BY PROGRAM

REVENUE	2009	2010	2011	2011 PROPOSED PROGRAMS			
SOURCE	ACTUAL	BUDGET	PROPOSED	Α	В	С	D
DANE CO HUMAN SVCS		0	0	0	0	0	0
DANE CO CDBG		0	20,000	4,000	4,000	4,000	4,000
MADISON-COMM SVCS		0	0	0	0	0	0
MADISON-CDBG		109,000	325,950	97,950	60,000	54,000	54,000
UNITED WAY ALLOC	6,500	10,050	6,500	1,300	1,300	1,300	1,300
UNITED WAY DESIG		0	0	0	0	0	0
OTHER GOVT		0	0	0	0	0	0
FUNDRAISING DONATIONS	7,880	3,950	7,760	1,600	1,520	1,520	1,520
USER FEES	42,000	42,000	43,800	8,760	8,760	8,760	8,760
OTHER	13,750	109,570	185,000	0	90,000	0	0
TOTAL REVENUE	70,130	274,570	589,010	113,610	165,580	69,580	69,580

REVENUE	2011 PROPO	011 PROPOSED PROGRAMS CONT.						11 PROPOSED PROGRAMS CONT.				
SOURCE	Е	F	G	Н	I	J	K					
DANE CO HUMAN SVCS	0	0	0	0	0	0	0					
DANE CO CDBG	4,000	0	0	0	0	0	0					
MADISON-COMM SVCS	0	0	0	0	0	0	0					
MADISON-CDBG	60,000	0	0	0	0	0	0					
UNITED WAY ALLOC	1,300	0	0	0	0	0	0					
UNITED WAY DESIG	0	0	0	0	0	0	0					
OTHER GOVT	0	0	0	0	0	0	0					
FUNDRAISING DONATIONS	1,600	0	0	0	0	0	0					
USER FEES	8,760	0	0	0	0	0	0					
OTHER	95,000	0	0	0	0	0	0					
TOTAL REVENUE	170,660	0	0	0	0	0	0					

REVENUE	2011 PROPOS	SED PROGRAMS CONT.		
SOURCE	L			Non-City
DANE CO HUMAN SVCS	0			0
DANE CO CDBG	0			0
MADISON-COMM SVCS	0			0
MADISON-CDBG	0			0
UNITED WAY ALLOC	0			0
UNITED WAY DESIG	0			0
OTHER GOVT	0			0
FUNDRAISING DONATIONS	0			0
USER FEES	0			0
OTHER	0			0
TOTAL REVENUE	0			0

AGENCY OVERVIEW - 2 MAY 25, 2010

#### AGENCY ORGANIZATIONAL PROFILE

4. AGENCY MISSION STATEMENT
-----------------------------

Madison Area Community Land Trusts promotes permanently affordable housing for income-qualified seeking to
buy their first home.

## 5. AGENCY EXPERIENCE AND QUALIFICATIONS

MACLT enjoys 20 years of experience providing permanently affordable housing for the good families of Madison. The Land Trust currently includes 64 households: 30 town homes within the award-winning Troy Gardens Cohousing community; 15 condominium homes at Anniversary Court on Madison's far east side; 13 single-family homes in the Camino del Sol neighborhood in Madison's north side; and 6 single-family, scattered homes located throughout the City. MACLT enjoys the support and counsol of seasoned Board members, and renew s itself on the energy of more recent representatives, all drawn from housing, policy and development professionals, as well as 30% representation by current MACLT homeowners. MACLT wishes a warmfarewell to former executive director Greg Rosenberg as he assumes a directorship with the National Community Land Trust Network. Incoming director Michael Carlson brings 10 years of affordable housing construction and development experience to his work with the Land Trust, having served on staff for five years building homes with the young people at Operation Fresh Start, as well as ten years combined experience as a volunteer and staff member in charge of land acqusition and project development for Habitat for Humanity of Dane County. MACLT submits its proposal against a backdrop of a negotiation for corporate affiliation with the good folks at Commonw ealth Development. Both Boards intend the affiliation to provide the long-term structural support needed to ensure the integrity of MACLT's 98-year-long land leases. Nevertheless, MACLT plans to develop the new opportunitites for permanently affordable housing latent within the Land Trust model, while building upon its history of successes.

AGENCY OVERVIEW - 3 MAY 25, 2010

#### 6. AGENCY GOVERNING BODY

Occupation

Representing Term of Office

How many Board meetings were held in 2009? How many Board meetings has your governing body or Board of Directors scheduled for 2010? 10 How many Board seats are indicated in your agency by-laws? 15 Please list your current Board of Directors or your agency's governing body. Laura Guyer - President Name Home Address 3637 Dawes St., Madison Conservation Fund Manager, Dane Co. Occupation Representing Term of Office 2 years From: 01/2010 To: 12/2011 Joann Kelley - Vice President Name Home Address 4333 Crawford Drive, Madison Occupation Director of Residential Services, MG&E Representing 01/2009 Term of Office From: To: 12/2010 2 years Name Eric Kestin - Secretary 11 Anniversary Court, Madison Home Address Department of Civil Rights, City of Madison Occupation Representing MACLT home owner Term of Office 2 years From: 01/2010 To: 12/2011 Ted Gunderson - Treasurer Name Home Address 570 Harvest Lane, Monona VP Business Banking, Monona State Bank Occupation Representing Term of Office 2 years From: 01/2009 To: 12/2010 Name **Bert Zipperer** Home Address 1337 Jenifer St., Madison Occupation Counselor, MMSD Representing 01/2010 To: Term of Office From: 12/2011 2 years **Bill Perkins** Name Home Address 731 Copeland, Madison Occupation Executive Director, WPHD Representing Term of Office 01/2010 To: 12/2011 2 years From Carol Samuel Name Home Address 560 Troy Drive, Madison Teacher, MMSD Occupation MACLT home owner Representing Term of Office 2 years From 01/2009 To: 12/2010 Connie Kilmark Name Home Address 1802 Winnebago, Madison

AGENCY OVERVIEW - 4 MAY 25, 2010

From:

01/2010

To:

12/2011

Financial Counselor

2 years

# AGENCY GOVERNING BODY cont.

Name	David Marshall
Home Address	574 Troy Drive, Madison
Occupation	Joining Forces for Families, Dane Co.
Representing	MACLT Homeowner
Term of Office	2 years From: 01/2009 To: 12/2010
Name	Diane Schobert
Home Address	Marshall, WI
Occupation	Business Development Director, WHEDA
Representing	
Term of Office	2 years From: 01/2010 To: 12/2011
Name	Robert Paulino
Home Address	825 Troy Drive, Madison
Occupation	Legislative Reference Bureau, State of Wisconsin
Representing	MACLT Homeowner
Term of Office	2 years From: 01/2010 To: 12/2011
Name	Tom Dunbar
Home Address	N/A
Occupation	Executive Director, Center for Resilient Cities
Representing	
Term of Office	2 years From: 01/2010 To: 12/2011
Name	Lisa Seidel
Home Address	166 Talmadge, Madison
Occupation	Sales Manager, Hyatt Hotel
Representing	
Term of Office	2 years From: 01/2010 To: 12/2011
Name	Niel Moser
Home Address	5221 Hedden Ct., Middleton
Occupation	Mortgage broker
Representing	
Term of Office	2 years From: 01/2010 To: 12/2011
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 To: mm/yyyy
Tomi of Onice	т топт. ппплуууу то. ппплуууу

AGENCY OVERVIEW - 5 MAY 25, 2010

# AGENCY GOVERNING BODY cont.

The state of the s		
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy
Name		
Home Address		
Occupation		
Representing		
Term of Office	From: mm/yyyy To	o: mm/yyyy

AGENCY OVERVIEW - 6 MAY 25, 2010

# 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	
DESCRIPTOR	Number	Percent	Number	Percent	Number	Percent
TOTAL	1	100%	15	100%	2	100%
GENDER						
MALE	1	100%	9	60%		0%
FEMALE	0	0%	6	40%	2	100%
UNKNOWN/OTHER	0	0%	0	0%	0	0%
TOTAL GENDER	1	100%	15	100%	2	100%
AGE						
LESS THAN 18 YRS	0	0%	0	0%	0	0%
18-59 YRS	1	100%	14	93%	2	100%
60 AND OLDER	0	0%	1	7%	0	0%
TOTAL AGE	1	100%	15	100%	2	100%
RACE*						0
WHITE/CAUCASIAN	1	100%	15	100%	1	50%
BLACK/AFRICAN AMERICAN	0	0%	0	0%	0	0%
ASIAN	0	0%	0	0%	0	0%
AMERICAN INDIAN/ALASKAN NATIVE	0	0%	0	0%	0	0%
NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	0	0%	0	0%	0	0%
MULTI-RACIAL:	0	0%	0	0%	1	50%
Black/AA & White/Caucasian	0	0%	0	0%	1	100%
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	1	100%	15	100%	2	100%
ETHNICITY						
HISPANIC OR LATINO	0	0%	0	0%	1	50%
NOT HISPANIC OR LATINO	1	100%	15	100%	1	50%
TOTAL ETHNICITY	1	100%	15	100%	2	100%
PERSONS WITH DISABILITIES	0	0%	0	0%	0	0%

<sup>\*</sup>These categories are identified in HUD standards.

AGENCY OVERVIEW - 7 MAY 25, 2010

## **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.

		2009	2010	2011
Account Description		ACTUAL	BUDGET	PROPOSED
A.	PERSONNEL			
	Salary	74,165	35,000	60,665
	Taxes	6,500	3,750	4,550
	Benefits	5,750	11,100	11,100
	SUBTOTAL A.	86,415	49,850	76,315
В.	OPERATING	+		
	All "Operating" Costs	53,900	21,830	44,515
	SUBTOTAL B.	53,900	21,830	44,515
C.	SPACE			
	Rent/Utilities/Maintenance	10,160	5,640	6,120
	Mortgage (P&I) / Depreciation / Taxes	0	0	0
	SUBTOTAL C.	10,160	5,640	6,120
D.	SPECIAL COSTS			
	Assistance to Individuals	0	0	0
	Subcontracts, etc.	0	6,750	0
	Affiliation Dues	0	0	0
	Capital Expenditure	74,000	100,000	185,000
	Costs of good sold	0	90,500	277,060
	SUBTOTAL D.	74,000	197,250	462,060
	SPECIAL COSTS LESS CAPITAL EXPENDITURE	0	97,250	277,060
	TOTAL OPERATING EXPENSES	150,475	174,570	404,010
E.	TOTAL CAPITAL EXPENDITURES	74,000	100,000	185,000

## 9. PERSONNEL DATA: List Percent of Staff Turnover

100.0%

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.

100%: Associate Director Mary Myers left in early 2009 to pursue a different job opportunity, and Executive Director Greg Rosenberg left the Land Trust to assume a directorship with the National Academy of Community Land Trusts.

AGENCY OVERVIEW - 8 MAY 25, 2010

## 10. PERSONNEL DATA: Personnel Schedule

List each individual staff position by title. Seasonal Employees should be entered at the bottom.

Indicate if the position meets the Living Wage Exception with an asterisk (\*).

Indicate the number of 2011 Proposed Full-Time Equivalents (FTEs) in each staff position, across all agency programs.

Indicate the total salaries for all FTEs in that staff position. Do NOT include payroll taxes or benefits in this table.

	2010		2011					
	Est.	Est.	Proposed	Proposed	Hourly	Α	В	С
Staff Position/Category	FTE	Salary	FTE	Salary	Wage	FTE	FTE	FTE
Executive Director	1.00	35,000	5.00	60,665	0.00	1.00	1.00	1.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0		0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
TOTAL	1.00	35,000	5.00	60,665		1.00	1.00	1.00
		41 DEDOON		00.005				

TOTAL PERSONNEL COSTS: 60,665

	Nbr of	Total	Hourly	Seasonal	Α	В	С
Seasonal/Project Employee ONLY	Weeks	Hours	Wage	Earnings	# HRS	# HRS	# HRS
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
TOTAL	0	0		0	0.00	0.00	0.00

AGENCY OVERVIEW - 9 MAY 25, 2010

2011 P	ROPOSEI	FTEs DI	STRIBUTI	ED BY PR	OGRAM				
D	Е	F	G	Н	I	J	K	L	Non-City
FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

D	E	F	G	Н	I	J	K	L	Non-City
# HRS									
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

AGENCY OVERVIEW - 10 MAY 25, 2010

ORGANIZATION:

Madison Area Community Land Trust

# PROGRAM BUDGET

1. 2010 BUDGETED		ACCOUNT CATEGORY					
REVENUE	SOURCE				SPECIAL		
SOURCE	TOTAL	PERSONNEL	OPERATING	SPACE	COSTS		
DANE CO HUMAN SVCS	0						
DANE CO CDBG	0						
UNITED WAY ALLOC	6,650	2,040	1,190	170	3,250		
UNITED WAY DESIG	0	0	0	0	0		
OTHER GOVT	0	0	0	0	0		
FUNDRAISING DONATIONS	3,950	0	1,250	2,700	0		
USER FEES	21,000	12,600	7,350	1,050	0		
OTHER	95,000				95,000		
TOTAL REVENUE	126,600	14,640	9,790	3,920	98,250		

2. 2011 PROPOSED BUDGET		ACCOUNT CATEGORY					
REVENUE				SPECIAL			
SOURCE	TOTAL	PERSONNEL	OPERATING	SPACE	COSTS		
DANE CO HUMAN SVCS	0						
DANE CO CDBG	0						
UNITED WAY ALLOC	0						
UNITED WAY DESIG	0						
OTHER GOVT*	0						
FUNDRAISING DONATIONS	0						
USER FEES	0						
OTHER**	0						
TOTAL REVENUE	0	0	0	0	0		

# \*OTHER GOVT 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTA	L 0	

# \*\*OTHER 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
TOTAL	0	

NON-CITY FUNDING - 1 MAY 25, 2010