

**PROPOSAL REVIEW: Individual Staff Review for 2011-2012  
For Community Resources Proposals to be Submitted to the  
CDBG Committee**

1. **Program Name:** Home Modification

2. **Agency Name:** Independent Living

3. **Requested Amounts:**           2011: \$57,000  
  2012: \$58,710                   **Prior Year Level:** \$41,000

4. **Project Type:**        New             Continuing

5. **Framework Plan Objective Most Directly Addressed by Proposed by Activity:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> A. Housing – Owner – occupied housing | <input type="checkbox"/> J. Improvement of services to homeless and special populations |
| <input type="checkbox"/> B. Housing – Housing for homebuyers              | <input type="checkbox"/> X. Access to Resources   |
| <input type="checkbox"/> D. Housing – Rental housing                      | <input type="checkbox"/> K. Physical improvement of community service facilities        |
| <input type="checkbox"/> E. Business development and job creation         |   |
| <input type="checkbox"/> F. Economic development of small businesses      |   |
| <input type="checkbox"/> L. Revitalization of strategic areas             |   |

6. **Anticipated Accomplishments (Proposed Service Goals)**

Will provide home modifications and accessibility improvements to 210 elderly or disabled persons in 140 homes .

7. **To what extent does the proposal meet the Objectives of the Community Development Program Goals and Priorities for 2011-2012?**

**Staff Comments:** Application was originally submitted under CDBG Obj D, Rental Housing, but staff recommends the application be considered under CDBG Obj A, Owner-Occupied Housing. While the program anticipates making home modifications to both owner-occupied and rental units (approx 50/50), the proposed modification activity best meets the housing improvement targets under Obj. A (accessibility, safety and housing and building code improvements). Obj. D is intended for more significant improvements to homes and per Funding Framework requires a promissory note and mortgage for all properties improved.

8. **To what extent is the proposed program design and work plan sufficiently detailed to demonstrate the ability to result in a positive impact on the need or problem identified?**

**Staff Comments:** Program design and work plan is appropriate to accomplish the proposed objectives of the application. Specifically, the staffing design includes positions with appropriate training and backgrounds, the program is effectively linked with IL's related housing and service programs to elderly residents as well as health care organizations and senior centers.

9. **To what extent does the proposal include objectives that are realistic and measurable and are likely to be achieved within the proposed timeline?**

**Staff Comments:** Objectives are reasonable and measurable.

10. **To what extent do the agency, staff and/or Board experience, qualifications, past performance and capacity indicate probable success of the proposal?**

**Staff Comments:** Independent Living (IL) has effectively operated the Home Modification program for many years and has extensive knowledge related to housing accessibility needs of individuals with limited physical abilities. IL has a good track record of meeting their Comm. Development contract goals. Experience and training of staff working in the Home Modification program is appropriate.

IL's expansive housing and service provision to elderly residents provides them with necessary access and relevant professional partnerships appropriate for the program implementation. They have a good track record of implementing the basic Home Share program for many years.

11. **To what extent is the agency's proposed budget reasonable and realistic, able to leverage additional resources, and demonstrate sound fiscal planning and management?**

**Staff Comments:** The 2011 budget proposes an increase from \$41,000 (2010) to \$57,000 in 2011 (39% increase) and proposes a comparable increase in service provision. The Home Modification program is a county-wide program with the County CDBG contributing funds for modifications outside the City, and Madison CDBG contributing funds for City

residents. The program budget also leverages \$57,500 in user fees based on ability to pay (approx 35% of program budget).

**12. To what extent does the agency's proposal demonstrate efforts and success at securing a diverse array of support, including volunteers, in-kind support and securing partnerships with agencies and community groups?**

**Staff Comments:** The program is a single agency program. However, the program collaborates with many area service providers serving elderly and physically disabled adults to ensure that home modification services are available to any low or moderate income resident.

**13. To what extent does the applicant propose services that are accessible and appropriate to the needs of low income individuals, culturally diverse populations and/or populations with specific language barriers and/or physical or mental disabilities?**

**Staff Comments:** The application proposes to translate program brochures into Spanish and Hmong, and to continue to work with case manager from agencies serving individuals from other cultures. The Home Modification program effectively serves low-income, elderly and disabled populations. All program beneficiaries have incomes below 80% ami, with 66% having incomes below 50% ami.

**14. To what extent does the proposal meet the technical and regulatory requirements and unit cost limits as applicable? To what extent is there clear and precise proposal information to determine eligibility?**

**Staff Comments:** The program participants meet income and home assessment regulatory requirements.

**15. To what extent is the site identified for the proposed project appropriate in terms of minimizing negative environmental issues, relocation and neighborhood or public concerns?**

**Staff Comments:** Not applicable.

**16. Other comments:**

Questions:

**17. Staff Recommendation**

Not recommended for consideration

Recommend for consideration

Recommend with Qualifications  
Suggested Qualifications: