

ORGANIZATION:	Madison Area Community Land Trust
PROGRAM/LETTER:	A MACLT Stewardship Fund

PROGRAM BUDGET

1. 2010 BUDGETED

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

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	4,000	2,400	1,400	200	
MADISON-COMM SVCS	0				
MADISON-CDBG	97,950	8,815	5,140	735	83,260
UNITED WAY ALLOC	1,300	780	455	65	
UNITED WAY DESIG	0				
OTHER GOVT*	0				
FUNDRAISING DONATIONS	1,600	960	560	80	
USER FEES	8,760	5,256	3,066	438	
OTHER**	0				
TOTAL REVENUE	113,610	18,211	10,621	1,518	83,260

\*OTHER GOVT 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

\*\*OTHER 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
TOTAL	0	

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**2012 PROGRAM CHANGE EXPLANATION**

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

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

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

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 (w ith spaces)

**5. 2012 PROPOSED BUDGET**

REVENUE SOURCE	BUDGET TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	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
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*OTHER GOVT 2012

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

\*\*OTHER 2012

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

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PRIORITY STATEMENT:	<b>CDBG: A. Housing - Owner-occupied housing (CDBG)</b>

**DESCRIPTION OF SERVICES**

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

MACLT homes need to survive the 98-year land lease they're bound to. The Land Trust's older, single-family housing stock suffers from being built without the modern understanding of energy-efficiency, adaptability, and durability. MACLT requests new CDBG dollars to invest into its old, single family-housing stock, to prepare them for the next 98 years of occupancy.

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

Block Grant funds will support capital investment into MACLT's older, single-family housing stock. MACLT will improve the energy efficiency, durability, and accessibility of these homes. These scattered site homes have received modest allocations of Block Grant funds in the past, and MACLT requests additional funding -- for a total not to exceed the typical per-unit cap -- to upgrade these homes for affordable occupancy for the next generations of homeowners. MACLT will use the Block Grant dollars to upgrade the insulation of these older homes; to replace old, inefficient windows; to replace old siding with permanent cladding installed over rain-walls; to provide modern airsealing where possible; to replace old shingle roofs with steel or similar roofing systems; to hardscape or construct accessible entries to the homes; and to restructure the interiors as necessary to ensure accessibility, durability, and enjoyment.

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.

MACLT counts six (6) old, scattered-site single family homes in its portfolio, and will approach each of the homeowners to survey opportunities for capital improvements, given the available budget. MACLT will work with receptive households to formulate a scope-of-work and contract on behalf of the household to carry out the improvements. MACLT will respect the wishes of households that wish to defer the improvements, and will make such improvements should MACLT exercise its right of repurchase during the CDBG contract period.

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

Upon award of contract dollars, MACLT will begin work immediately with the targeted households, in assessing the needs and opportunities for capital improvements. MACLT anticipates a typical work regime to take between three to six months to complete.

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

All MACLT households earn 80% or less of Dane County's median income. This program will be targeted to households living in MACLT's single-family, scattered-site houses.

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

MACLT's six scattered site homes are located in Madison, mostly within a two-mile radius from downtown.

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

MACLT will send out mailings informing the targeted households of the availability of the Stewardship funds. Receptive households will work directly with MACLT staff on site to define a scope of work, set priorities, and craft a schedule and timeline. MACLT staff will serve as the liaison between and general contractors or subcontractors, and will advocate on behalf of the homeowners through the duration of the work.

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

MACLT will collaborate with representatives from the Focus on Energy program and from MG&E to explore capital improvement options and to prioritize the scope of work.

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

MACLT staff will administer the application of these funds.

15. Number of volunteers utilized in 2010?

	2
Number of volunteer hours utilized in this program in 2010?	0

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

There are no known barriers to service within the pool of the six targeted households. MACLT intends to carry out the work either with the current homeowners, or if MACLT repurchases the home from a homeowner during the contract period.

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

MACLT boasts a 20 year history of providing durable, quality, affordable housing to Madison residents. The agency counts 64 households in its portfolio, including the award-winning Troy Gardens Co-housing development. The new ED has been building affordable housing in Madison for the last 10 years, and has worked fruitfully with skilled and unskilled labor, homeowners, contractors, Building Inspection and Zoning staff, faculty from local colleges, engineers, etc.

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

MACLT holds State of Wisconsin's Dwelling Contractor certification, and Executive Director Michael Carlson maintains Dwelling Contractor Qualifier certification on behalf of the agency.

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

Staff Title	FTE	City \$	Qualifications
Executive Director	1	No	Affordable housing development; direct construction experience

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**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	
Between 50% to 80% of county median income	6
Between 30% to 50% of county median income	0
Less than 30% of county median income	0
Total households to be served	6

**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?

Indirect costs are allocated proportionate to time spent across programs.

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

Activity Benchmark	Est. Month of Completion
Contact homeowners with news of funding	March
Site visits and inventory of improvement opportunities	June
Predevelopment and contracting	August
Build-out	October
Evaluation and follow-up with homeowners	December

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COMMUNITY RESOURCES DESCRIPTION OF SERVICES SUPPLEMENT

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

24. CONTRIBUTING RESEARCH

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

Over the last ten years, MACLT's executive director has actively built, researched, and designed houses throughout Madison and Dane County. He extensively and constantly studies the evolving literature regarding homebuilding best practices. For seven years, both as a volunteer and while on staff with Habitat for Humanity of Dane County, he led UW-Engineering students in the research, development, and adaptation of energy-efficient, cost-effective, durable construction practices as applied specifically to sweat-equity-intensive and affordable housing programs such as Operation Fresh Start, Habitat for Humanity, and now, Madison Area Community Land Trust.

25. ACCESS FOR LOW-INCOME INDIVIDUALS AND FAMILIES

What percentage of this program's participants do you expect to be of low and/or moderate income? 100.0%

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

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

26. HOW IS THIS INFORMATION CURRENTLY COLLECTED?

MACLT maintains a uniform homebuyer approval process that includes the collection of previous pay stubs, tax information, credit information, and an inventory of assets. The information is compiled and compared against HUD standards to determine eligibility.

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

MACLT households pay a monthly land lease fee. The savings in mortgage principal, interest payments, and property taxes save a typical Land Trust household \$100,000 over the life of a 30 year mortgage, even after the land lease fee is included in the monthly household payment.

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**28. DEMOGRAPHICS**

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

PARTICIPANT DESCRIPTOR	#	%	PARTICIPANT DESCRIPTOR	#	%
<b>TOTAL</b>	0	0%	<b>AGE</b>		
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%
			TOTAL AGE	0	0%
			<b>RACE</b>		
			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%
			<b>ETHNICITY</b>		
			HISPANIC OR LATINO	0	0%
			NOT HISPANIC OR LATINO	0	0%
			TOTAL ETHNICITY	0	0%
			<b>PERSONS WITH DISABILITIES</b>	0	0%
			<b>RESIDENCY</b>		
			CITY OF MADISON	0	0%
			DANE COUNTY (NOT IN CITY)	0	0%
			OUTSIDE DANE COUNTY	0	0%
			TOTAL RESIDENCY	0	0%

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



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29. PROGRAM OUTCOMES

Number of unduplicated individual participants served during 2009.	0
Total to be served in 2011.	6

Complete the following for each program outcome. No more than two outcomes per program will be reviewed.  
 If applying to OCS, please refer to your research and/or posted resource documents if appropriate.  
 Refer to the instructions for detailed descriptions of what should be included in the table below.

Outcome Objective # 1:	Retrofit pre-existing MACLT homes to earn Energy Star certification.
Performance Indicator(s):	Home pre-qualifies for Energy Star certification by third-party analysis, as determined by performance modelling.

Proposed for 2011:	Total to be considered in perf. measurement	6	Targeted % to meet perf. measures	33%
			Targeted # to meet perf. measure	1.98
Proposed for 2012:	Total to be considered in perf. measurement	6	Targeted % to meet perf. measures	33%
			Targeted # to meet perf. measure	1.98

Explain the measurement tools or methods:	Homes will receive a third-party energy analysis prior to and after completion of work, to measure the home against Energy Star standards.
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Outcome Objective # 2:	
Performance Indicator(s):	

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

Explain the measurement tools or methods:	
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**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**

A	MACLT Stewardship Fund		
	Contact:	Michael Carlson	Phone: 608-280-0131 Email: michael@affordablehome.org
B	MACLT Deep Green Retrofit program		
	Contact:	Michael Carlson	Phone: 608-280-0131 Email: michael@affordablehome.org
C	MACLT Foreclosure Prevention Fund		
	Contact:	Michael Carlson	Phone: 608-280-0131 Email: michael@affordablehome.org
D	MACLT Acquisition Fund		
	Contact:	Michael Carlson	Phone: 608-280-0131 Email: michael@affordablehome.org
E	MACLT Passive 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:
H	Program H		
	Contact:		Phone: Email:
I	Program I		
	Contact:		Phone: Email:
J	Program J		
	Contact:		Phone: Email:
K	Program K		
	Contact:		Phone: Email:
L	Program L		
	Contact:		Phone: Email:

3. AGENCY REVENUE DETAILED BY PROGRAM

REVENUE SOURCE	2009 ACTUAL	2010 BUDGET	2011 PROPOSED	2011 PROPOSED PROGRAMS			
				A	B	C	D
DANE CO HUMAN SVCS		0	0	0	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 SOURCE	2011 PROPOSED PROGRAMS CONT.						
	E	F	G	H	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 SOURCE	2011 PROPOSED PROGRAMS CONT.						
	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 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 Co-housing 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 counsel of seasoned Board members, and renews 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 warm farewell 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 acquisition 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 Commonwealth 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 opportunities for permanently affordable housing latent within the Land Trust model, while building upon its history of successes.

**6. AGENCY GOVERNING BODY**

How many Board meetings were held in 2009?	8
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.

<b>Name</b>	<b>Laura Guyer - President</b>			
Home Address	3637 Dawes St., Madison			
Occupation	Conservation Fund Manager, Dane Co.			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Joann Kelley - Vice President</b>			
Home Address	4333 Crawford Drive, Madison			
Occupation	Director of Residential Services, MG&E			
Representing				
Term of Office	2 years	From:	01/2009	To: 12/2010
<b>Name</b>	<b>Eric Kestin - Secretary</b>			
Home Address	11 Anniversary Court, Madison			
Occupation	Department of Civil Rights, City of Madison			
Representing	MACLT home owner			
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Ted Gunderson - Treasurer</b>			
Home Address	570 Harvest Lane, Monona			
Occupation	VP Business Banking, Monona State Bank			
Representing				
Term of Office	2 years	From:	01/2009	To: 12/2010
<b>Name</b>	<b>Bert Zipperer</b>			
Home Address	1337 Jenifer St., Madison			
Occupation	Counselor, MMSD			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Bill Perkins</b>			
Home Address	731 Copeland, Madison			
Occupation	Executive Director, WPHD			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Carol Samuel</b>			
Home Address	560 Troy Drive, Madison			
Occupation	Teacher, MMSD			
Representing	MACLT home owner			
Term of Office	2 years	From:	01/2009	To: 12/2010
<b>Name</b>	<b>Connie Kilmark</b>			
Home Address	1802 Winnebago, Madison			
Occupation	Financial Counselor			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011

**AGENCY GOVERNING BODY cont.**

<b>Name</b>	<b>David Marshall</b>			
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
<b>Name</b>	<b>Diane Schobert</b>			
Home Address	Marshall, WI			
Occupation	Business Development Director, WHEDA			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Robert Paulino</b>			
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
<b>Name</b>	<b>Tom Dunbar</b>			
Home Address	N/A			
Occupation	Executive Director, Center for Resilient Cities			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Lisa Seidel</b>			
Home Address	166 Talmadge, Madison			
Occupation	Sales Manager, Hyatt Hotel			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>	<b>Niel Moser</b>			
Home Address	5221 Hedden Ct., Middleton			
Occupation	Mortgage broker			
Representing				
Term of Office	2 years	From:	01/2010	To: 12/2011
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy

AGENCY GOVERNING BODY cont.

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

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Occupation

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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

## 7. STAFF-BOARD-VOLUNTEER DEMOGRAPHICS

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

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

DESCRIPTOR	STAFF		BOARD		VOLUNTEER	
	Number	Percent	Number	Percent	Number	Percent
<b>TOTAL</b>	1	100%	15	100%	2	100%
<b>GENDER</b>						
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%
<b>AGE</b>						
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%
<b>RACE*</b>						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%
<b>ETHNICITY</b>						
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%
<b>PERSONS WITH DISABILITIES</b>	0	0%	0	0%	0	0%

\*These categories are identified in HUD standards.



8. AGENCY EXPENSE BUDGET

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

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

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

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.





ORGANIZATION:

Madison Area Community Land Trust

PROGRAM BUDGET

1. 2010 BUDGETED

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL 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
<b>TOTAL REVENUE</b>	<b>126,600</b>	<b>14,640</b>	<b>9,790</b>	<b>3,920</b>	<b>98,250</b>

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL 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				
<b>TOTAL REVENUE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\*OTHER GOVT 2011

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

\*\*OTHER 2011

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