



COMMUNITY FACILITIES LOAN PROGRAM (CFL)

APPLICATION

- Applicants should read the CFL program guidelines document before completing this application.
- If you need support in a language other than English, please contact Community Development Division: cdd@cityofmadison.com who will help coordinate translation services.
- Applicants must be an already established non-profit corporation (Non-stock Corporation) organized under Chapter 181 of Wisconsin Statutes and in compliance with the Wisconsin Department of Financial Institutions (DFI).

Please note: the CFL program has a budget of \$1,500,000. Once funds are exhausted, applications will no longer be accepted. Applications are considered on a first-come, first-served basis.

Questions can be directed to cdd@cityofmadison.com or to Community Development Grants Supervisor, Linette Rhodes, at lrhodes@cityofmadison.com or 608-261-9240.

Organization Name: Solace Friends, Inc.

Contact Name: Kendra Deja

Phone: 608-843-8191

Contact Email: info@solacefriends.org

SAM/ Unique Entity Identifier # INC-GSAFSD6775852

Please select the option that best describes the nature of your project:

☐ Acquisition ☐ New Construction ☒ Rehabilitation- property owned

☐ Rehabilitation- Leased Space (5 year lease) ☐ Rehabilitation- Leased Space (10 year lease)

Project Address: 4142 Monona Drive Madison, WI

Zip Code: 53716

Amount requested: \$ 43,000.00

Please describe, in detail, the proposed project:

Please see attached documentation.

How will this project affect your organization?

Please see attached documentation.

How will this project impact the community you serve?

Please see attached documentation.

How will this project impact your operations?

Please see attached documentation.

Project Timeline

Description	Projected Dates (Mo/Yr)
Acquisition/Real Estate Closing	August 2022
Rehab/Construction Bid Publishing	July 2025
Construction/Rehab Start	September 2025
Construction/Rehab Completion	December 2025
Services or Programming Start Date	December 2025

SOURCES AND USES OF FUNDS

This is a statement of how much money is required to complete the project, its source, and how it will be used. By definition, sources must equal uses.

SOURCES OF FUNDS	Amount	Source: Lender, Grantor, etc.
Permanent Loan:		
Subordinate Loan:		
Subordinate Loan:		
City Financing Requested:	43,000.00	City financing
Project Equity (own funds):	43,000.00	Donor funds
Other:		
TOTAL SOURCES:	86,000.00	
Construction Financing		
Construction Loan:		
Bridge Loan:		
Other:		
TOTAL:	86,000.00	

USES OF FUNDS	Amount	Source
Purchase Building:		
Build-out (if new purchase):		
Renovations/improvements (existing building):	86,000.00	
Equipment purchase:		
Other:		
TOTAL USES:	86,000.00	

All Applications:

- All applications must submit an Operating Plan, Offer to Purchase or Contractor Bids, and executed Lease, if applicable.
- All applications must submit evidence of other funding sources secured for the project.
- Funded applicants are responsible for complying with all of the terms and conditions outlined in the CFL Program Guidelines.
- Applications to the Community Facilities Loan Program will be considered on a first-come, first-served basis.
- Final approval of funds will be awarded, via a Resolution, by the City's Common Council with recommendations from the CDBG Committee. Timeline for a commitment of funds is contingent upon committee's schedule.

APPLICATION CERTIFICATION

The Applicant certifies that all information in this application, and all information furnished in support of this application, is given for the purpose of the City of Madison Community Facilities Loan Program and is true and complete to the best of the applicant's knowledge and belief.

Signature 

Date: 7/7/25

Applications must be submitted to the Community Development Division by email:

cdd@cityofmadison.com

CFLP Application: Solace Friends, Inc.

Please describe, in detail, the proposed project.

Solace Friends, Inc. operates Solace Home, a 4-bed adult family home licensed by the Wisconsin Department of Health Services. Solace Home cares for people aged 18 and over who are experiencing the dual challenges of homelessness and terminal illness. Solace Home exists so that no person is forced to die alone on the street unless it is their choice to do so.

Solace Friends, Inc. purchased a home in August of 2022 and completed over \$600,000 of renovations to make the internal space and access doors compliant with adult family home regulatory requirements. The renovations focused on the inside of the home, and the proposed project addresses three outdoor projects on the Solace Home property:

- 1) expanded, level driveway
- 2) new handicapped accessible deck
- 3) additional fencing in order to fully enclose the yard

Driveway The current blacktop driveway is crumbling and eroding in multiple locations which makes it an unsafe walking surface for our Solace Home residents, staff, volunteers, and visitors who come to Solace Home from the hospices, durable medical equipment (DME) vendors, emergency responders, and funeral homes. Having an expanded driveway that is level will allow us to have handicapped accessible parking spots and make the entire driveway a safe walking surface to reduce the risk of falls and serious complications for everyone that lives in, works, or visits Solace Home.

Deck Solace Home currently has a wooden deck that residents use for relaxation, socialization, and smoking (since smoking is not allowed inside Solace Home). The current deck is rotting in multiple places and has boards sticking up that are a tripping hazard for our residents, staff, and visitors. Solace Home needs an outdoor space for smoking and to provide a space for residents to spend time outside to enhance their quality of life. The plans for the new deck include an improved ramp to make the space fully handicapped accessible since many of our residents use walkers and wheelchairs as their function wanes at the end of their lives.

Fence Solace Home currently has a fence around 75% of its backyard property but the remaining 25% of the fence prevents it from being a fully enclosed backyard. The Solace Home property shares a fence with a strip mall and there is a 20-foot section where there is no fencing between the strip mall back parking lot and our property. Since we opened in May 2024, there have been several occasions where someone wandered from the parking lot into our backyard. Given that all of our residents are enrolled in hospice care, we operate 100% of the time with controlled substances in our home that are safely prescribed by the hospice providers. It is imperative that

our property is completely fenced so that no one can access our home from the back or side yards.

All three of these projects will make Solace Home's outdoor spaces more accessible, safe, and secure and ultimately improve the quality of life of our Solace Home residents by allowing them to enjoy outdoor spaces during their final days.

How will this project affect your organization?

This project will allow our organization to complete the outdoor renovations necessary to make Solace Home a fully functioning safe, secure, and enjoyable home for our residents to live in during the final chapter of their lives. Tenacious fundraising efforts afforded Solace Friends the capital to complete the interior renovations, but we are in need of additional funding to complete the exterior renovations. Accessing the CFLP funding to support the cost of the exterior renovations will allow our new non-profit to devote more funding towards our programming which consists of 24/7 paid professional caregivers to meet the physical, emotional, social, and spiritual needs of our residents.

How will this project impact the community you serve?

Our community of residents arrive at Solace Home after experiencing the significant stressors of not knowing where they will live or who will care for them after being told that they have a terminal illness. Our goal is to make Solace Home a welcoming place where they can live peacefully and ideally experience love and belonging at the end of their lives.

All three of these outdoor renovations will improve the safety, security, and quality of life of our Solace Home residents. The exterior renovations will allow residents to access our outdoor areas in a more safe and accessible way. Residents will be able to move safely between the interior and outdoor spaces in order to enjoy fresh air and more space when they need moments of privacy and serenity that only nature can provide.

How will this project impact your operations?

At Solace Home, our operations and our programming consists of the 24/7 care that is provided to the four residents that live in Solace Home. We are committed to showing these people that in spite of their resources, past life experiences, or current challenges, they are loved, valued, and deserving of dying in a beautiful and safe environment surrounded by people who care about them. Our programming will be enhanced by these outdoor renovations because the driveway will reduce their risk of falls and injury, and the fence and deck renovations will turn our backyard into an accessible and secure place where they can enjoy being outside.

A fully fenced backyard will allow us to admit people with pets and have visits from service/support animals that can enjoy the backyard with residents. We foresee that we will use the deck for shared meals, support groups, meetings, and even memorial services as it becomes a communal space for our Solace Home community.

Solace Home is the first adult family home in the state of Wisconsin to care exclusively for people experiencing homelessness and terminal illness. We are proud to be able to offer this innovative type of housing and care in our community and we are grateful to the City of Madison for your consideration of our CFLP request in order to enhance our programming and operations through this exterior renovation project.

Additional required application documents:

- Contractor bids
 - 3rd Gen Deck: \$59,972 - \$65,241
 - Fink's \$21,375.00
 - Leading Edge Fences LLC \$5,000
- Lake Ridge Bank statement to show evidence of other funding sources for the project



3rd Gen Painting & Remodeling

2858 Agriculture Dr.

Madison, WI 53718

Email: brian@3rdgenpainting.com

Phone: (608) 712-1216

Web: 3rdGenDecks.com

Estimate Prepared For:

Kendra Deja

4142 Monona Dr, Madison, WI 53716

(608) 843-8191

Description of Services

Demo

- Demo and Dispose of existing stairs, railings, framing, and footings.
- Dumpster or dump trailer on site for proper disposal.
- Clean up any nails/fasteners as needed during demo.
- Either bury or demo out existing footings as needed in order to install new ones.

Footings / Framing

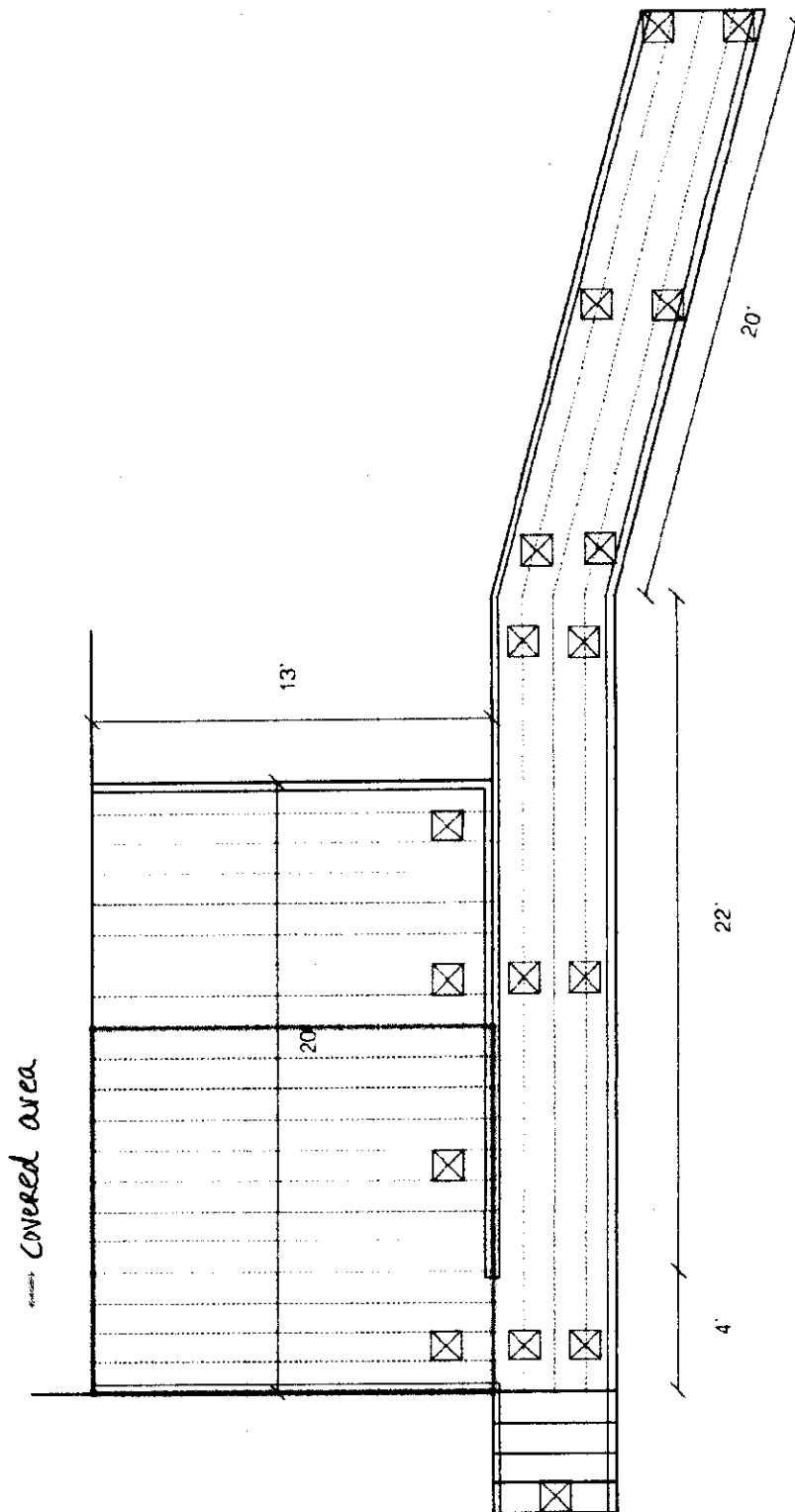
- Install new treated ledger board against home foundation at new deck height.
- Install ledger using 4.5" lag screws or ledger locks.
- Install new DP-50 footings to frame out new design for deck.
- Install treated 6x6 posts on new footings using 1" raised galvanized post bases.
- Install treated 2(2x10) beam to span width of deck.
- Install treated joists spaced 16" O.C to sit flush with beams in both sections.
- All joists to be installed using galvanized joist hangers and fasteners.
- Install necessary blocking along perimeter of deck for picture frame installation.
- Install all framing using 2.5-3" triple coated deck screws.

Decking / Fascia

- Install TimberTech decking around perimeter of deck to create picture frame.
- Install TimberTech decking parallel to house as inlay for entire deck.
- Install TimberTech decking on all stair and step treads.
- Install TimberTech decking using Cortex hidden fastener system.
- Install TimberTech fascia board around perimeter of deck and on all stair risers.
- Install TimberTech fascia using fascia screws and proper PL Adhesive.

Railing

- Install Timber Tech Impression Express railing (priced with black railing costs).
- Install railing system according to manufacturer instructions.
- Pricing includes standard post caps and base flairs to match posts and rails.
- Design consultation to determine exact color and style of rails.

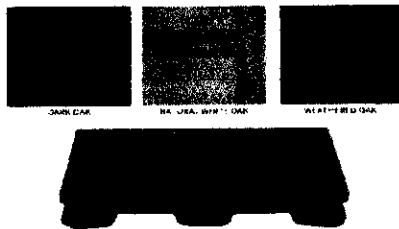


Estimate Detail Recap

As we discussed, I listed a few different price points below to help you weigh your options.

Each of these prices are quoted for your 13'x20' deck with a set of stairs & ramp to the yard (pictured in the drawing to the left) and include the items listed above as well as the materials listed.

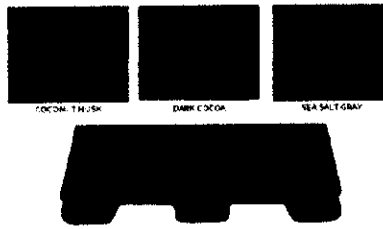
Our decks are priced separately from covered decks. If you'd like both, please select both services below and you'll see the total reflected at the top.



TimberTech Terrain+ (Composite)

This is the lower cost composite board we talked about that can still be plugged to cover screws and looks really nice.

\$65,241



TimberTech Prime+ (Composite)

This is the lowest cost TimberTech composite option, but unlike our other options cannot be plugged to hide fasteners.

\$63,943



Covered Porch Add-On

- Install DP-75 Diamond Pier footings for both support columns and floor beam.
- Install 6x6 columns to support new gable roof.
- Install Tarpaper over plywood roof sheathing.
- Install Architectural shingles to match original roof shingles as closely as possible.
- Install gutter and downspout.
- All electrical installed: 4 can lights and customer chosen ceiling fan.
- Ceiling to be finished with wood bead board that will be stained and sealed in customer chosen color.

\$19,415

=\$

Treated Wood

\$59,972

Pricing includes all labor and materials and is considered a final price unless scope of work changes from original. Pricing is based on specific materials and methods discussed. Any changes to original plans or ideas will affect price. Permits to be pulled and paid for by 3rd Gen (included in current estimate pricing).

\$2,000,000 of Liability Insurance Coverage & Worker's Comp The deposit is 25% of the total contract price and will be applied to the balance of the job upon completion.

Project to be completed in consecutive business days (weather permitting).

FINK'S Estimate/Proposal

PAVING, EXCAVATING & CONCRETE

2732 State Hwy 78 - Mount Horeb, WI 53572 Date: June 17, 2025 O- 608.437.5779 www.finkspaving.com

Phone: 608 695 0553 (Reni)

SUBMITTED TO:

**Solace Friends Inc
4142 Monona Dr
Madison, WI
53716**

Milfred) Email:

reni@solacefriends.org Job Name:

Solace Asphalt

Job Location: Same

For furnishing the necessary labor, material, and equipment to complete the following:

New Asphalt 4,012 SF \$21,375.00

- Excavate existing asphalt, saw cut where needed, haul off site.
- Undercut to widen the south side of drive an average of 6ft, haul off site.
- Remove tree stump, haul off site.
- Install crushed limestone as needed.
- Pave 3 inches average compacted thickness of Commercial Grade Hot Mix Asphalt.
- *Option to remove and replace concrete by building with HMA - \$500.00*
- *Option to add additional parking stalls (up to 3) measuring 16'x10' - \$500.00 each*
- *A 50% deposit is required two weeks prior to the project start date. The remaining balance is due within 30 days of project completion.*

Submitted by Fink's Paving, Excavating & Concrete – Gordon Brown

IF THIS PROPOSAL IS NOT SIGNED OR ACCEPTED AND RETURNED WITH 15 DAYS FROM THE DATE OF THIS PROPOSAL FINK'S PAVING & EXCAVATING INC. RESERVES THE RIGHT TO WITHDRAW THE PROPOSAL OR MODIFY THE TERMS OF THE PROPOSAL/CONTRACT. FINKS RESERVES THE RIGHT TO ADJUST PRICING OF THE PROPOSAL TO BE CONGRUENT WITH THE COST OF CURRENT MATERIAL & LABOR PRICES.

GENERAL NOTES:

- Unless otherwise indicated, the following are NOT included in this proposal; Signage, bond fees, tree trimming, rock excavation, relocating utilities or other unknown subsurface facilities or structures, surveying and construction staking, permits, backfilling, line marking, restoration of lawn or other landscaping areas.
- **Landscaping, shouldering, line marking, and backfilling are NOT included and are solely the owner/contractor's responsibility.**
- Undercut of unstable or 'soft' areas will be done on a time and material basis only and will need owner approval prior to excavation. If directed to proceed without remedy, the warranty will be void.
- Location of private lines (lighting, remote systems, gate sensors, sprinklers, etc.) provided by owner.
- Areas with 2% grade or less are not covered by warranty for water pooling – See full Terms and Conditions below.

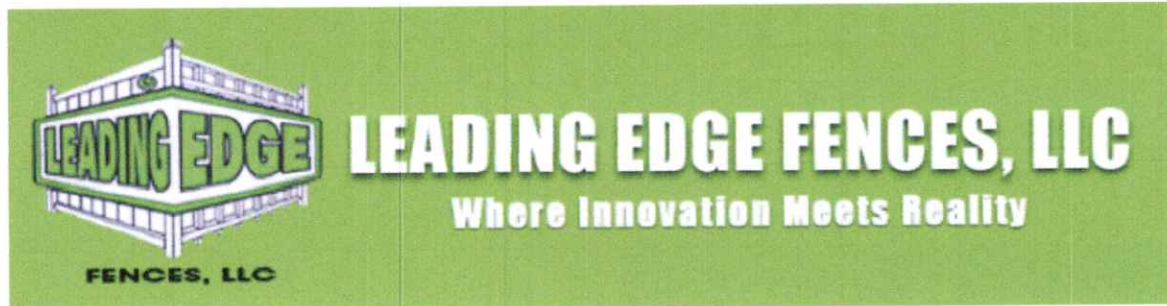
Acceptance of Proposal: The above prices, specifications and conditions of sale are satisfactory and are hereby accepted. You are authorized to complete the work as specified. It is understood that any alterations or deviations from the above specifications will be executed only upon a written change order and will become an extra charge over and above the estimate unless so stated in the change order.

Date of Acceptance: _____

Owner/Contractor/Agent: (Printed) _____

Signature: _____

Owner/Contractor/Agent has read, understood, and has agreed to the Proposal Terms and Conditions including the warranty listed on page two and three of this proposal. Initials: _____



July 1, 2025

Job Description:

Addition of 3 sections of chain link fence totaling 75' to rear property at 4142 Monona Drive Madison, WI 53716. Recommended chain link vinyl class 2B with 15 year warranty.

Repair any existing sections of fence to close off yard perimeter with fencing.

Install chain link fence door on south side of property to allow for backyard access from the south side of the house.

Estimated Timeline for Completion: Work can be completed in one day. Start date likely to be September 2025.

Total Cost: \$5,000.00

Estimate includes materials and labor. Estimate is good for 30 days from the date of this invoice and after that date, the price for project completion is subject to change.

Business Address:	1696 County Road T Marshall, Wisconsin 53559
Mailing Address:	3902 Milwaukee Street P.O. Box 70727 Madison, WI 53707
	Licensed Bonded Insured



Accounts

SUMMARY

DOWNLOAD TRANSACTIONS

Checking Accounts

MONEY MARKET	Current balance	Available balance
XXXX4980	\$292,595.40	\$292,595.40
SOLACE FRIENDS INC CHECKING 4485	Current balance	Available balance
XX4485	\$20,414.68	\$20,161.32
Total	\$313,010.08	\$312,756.72