

Original

Application for Neighborhood and Community Development Funds

Submit original and 23 complete copies of this application to the CDBG Office by 4:30 p.m. on the 15th of the month, to be reviewed by the CDBG Committee on the first Thursday of the following month. **When possible, please duplex your original and copies and send an electronic version to the assigned project manager (if known).**

Program Title: <u>Shelter Renovations</u>	Amount Requested: \$ <u>23,236</u>
Agency: <u>YWCA Madison</u>	Tax ID/EIN/FEIN: <u>39-0806303</u>
Address: <u>101 E. Mifflin Street</u>	DUNS #: <u>110167264</u>
Contact Person: <u>Debra Schwabe, Development Director</u>	Telephone: <u>608-257-1436</u>
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1. **Program Abstract:** Provide an overview of the project. Identify the community need to be addressed. Summarize the program's major purpose in terms of need to be addressed, the goals, procedures to be utilized, and the expected outcomes. Limit response to 150 words.

The YWCA is rehabilitating its downtown housing facility and shelter floor located at 101 E. Mifflin Street. The YWCA seeks \$23,236 to purchase shelter floor furnishings (beds, mattresses, refrigerators, dressers etc.) for 12 shelter units to help meet basic needs of the shelter floor residents.

A renovated facility will provide a more hospitable, safe and effective shelter program. As documented by the Homeless Service Consortium, the Madison Community has a great demand for family shelter units. In 2008, there were a total of 3,894 individuals served. During the same time period, Dane County shelters reported that 3,636 individuals were turned away without shelter. Of those individuals turned away without shelter, a majority, 95%, were individuals in families.

2. **Target Population:** Identify the projected target population for this program in terms of age, residency, race, income eligibility criteria, and other unique characteristics or sub-groups.

In 2009, 74 families (210 individuals) lived on the shelter floor. 118 of those in shelter were children under the age of eighteen. The ethnic/racial background of shelter residents in 2009 was: 74% African-American, 18% White, 7% Hispanic, and 1% Native American. The primary reasons for seeking shelter were: 27% eviction/non-renewal of lease, 28% low or no income, 19% violence or threat of violence, 20% roommate or family conflict and 6% other reasons. All had incomes below 30% County median income.

200 # unduplicated individuals estimated to be served by this project.

70 # unduplicated households estimated to be served by this project.

3. **Program Objectives:** The 5-Year Plan lists 9 project objectives (A through N). Circle the one most applicable to your proposal and describe how this project addresses that objective.

- | | |
|---|---------------------------------------|
| A. Housing – Existing Owner-Occupied | G. Neighborhood Civic Places |
| B. Housing – For Buyers | K. Community-based Facilities |
| C. Housing – Rental Housing | L. Neighborhood Revitalization |
| E. Economic Dev. – Business Creating Jobs | N. Access to Housing Resources |
| F. Economic Dev. – Micro-enterprise | |

The YWCA provides shelter to homeless families with children. Once in shelter, many housing-related resources become available to families. Each new shelter family meets with the YWCA Shelter Case Manager as soon as possible to complete an intake and needs assessment process. The case manager helps the family find housing,

and also works with each family to address those barriers that have prevented them from maintaining housing in the past. Families are referred to the Dane County Job Center for food stamps, medical assistance, child care assistance, or W-2. The Case Manager meets with families at least once a week to: educate them about how to find and maintain housing; assist with the application process; obtain credit reports and assist with budgeting concerns; explain landlord/tenant rights and responsibilities; refer to employment counseling and/or job training programs; refer to financial assistance programs; assist in parenting concerns, including enrollment in school, Head Start or child care; refer to parenting groups, classes, or respite; assist with medical, dental, mental health, or substance abuse concerns; assist in meeting basic needs for food, transportation and clothing; address any other barriers that might cause the family to become homeless again in the future. Families may continue to receive case management assistance after leaving shelter, although contact is usually less frequent. The Shelter Case Manager maintains an affiliation with landlords who rent low-income units and invites landlords to contact her for assistance if they develop problems with families referred to them by the YWCA.

Once in shelter, families may be eligible for transitional and permanent subsidized housing programs with support services, including the Second Chance Apartment Project, House-ability and Rapid Rehousing. When appropriate, shelter families are referred to these and other affordable housing programs in the community. Families in shelter may also be eligible for federal stimulus dollars to help them pay the costs associated with moving into housing. All families in the YWCA shelter are referred to the Second Chance Tenant Education program, which provides 6 hours of training in finding and maintaining housing, landlord/tenant rights and responsibilities, developing a budget and reducing expenses, how to read a credit report (everyone receives a copy of their credit report), and how to build, repair, and maintain credit.

4. **Fund Objectives:** Check the fund program objective which this project meets. (Check all for which you seek funding.)

Acquisition/ Rehab	<input type="checkbox"/> New Construction, Acquisition, Expansion of Existing Building	Futures	<input type="checkbox"/> Prototype
	<input type="checkbox"/> Accessibility		<input type="checkbox"/> Feasibility Study
	<input type="checkbox"/> Maintenance/Rehab		<input type="checkbox"/> Revitalization Opportunity
	<input type="checkbox"/> Other		<input type="checkbox"/> New Method or Approach
Housing	<input type="checkbox"/> Rental Housing	Homeless	<input checked="" type="checkbox"/> Housing
	<input type="checkbox"/> Housing For Buyers		<input checked="" type="checkbox"/> Services

5. **Budget:** Summarize your project budget by estimated costs, revenue, and fund source.

EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CD REVENUES	AMOUNT OF NON-CD REVENUES	SOURCE OF NON-CD FUNDED PORTION
A. Personnel Costs				
1. Salaries/Wages (attach detail)				
2. Fringe Benefits				
3. Payroll Taxes				
B. Non-Personnel Costs				
1. Office Supplies/Postage				
2. Telephone				
3. Rent/Utilities				
4. Professional Fees & Contract Services				

5. Work Supplies and Tools				
6. Other: Shelter furnishings	\$30,236	\$23,236	\$7,000	fundraising
C. Capital Budget Expenditures (Detail in attachment C)				
1. Capital Cost of Assistance to Individuals (Loans)				
2. Other Capital Costs:				
D. TOTAL (A+B+C)	\$30,236	\$23,236	\$7,000	

6. Action Plan/Timetable

Describe the major actors and activities, sequence, and service location, days and hours which will be used to achieve the outcomes listed in # 1.

Use the following format:

(Who) will do (what) to (whom and how many) (when) (where) (how often). A flowchart may be helpful.

Who	What	How Many	When
Vogel Brothers Building	Complete Shelter Floor (2 nd) Renovations	12 units	February 26, 2010
Isthmus Architecture	Furniture Installation	15 Bunk Beds/mattresses 15 dressers 12 refrigerators	March 1-2, 2010
YWCA	Shelter tenants return to 2nd Floor	30 Individuals	March 3-5, 2010

All tasks will be completed one time on the second floor of the YWCA housing facility, located at 101 East Mifflin Street.

7. What was the response of the alderperson of the district to the project?

Alderman Mike Verveer stated, "I wholeheartedly support the YWCA facility renovations at 101 E. Mifflin Street and their request to furnish their shelter units. The YWCA shelter facility provides a vital service to the Madison Community."

8. Does agency seek funds for property acquisition and/or rehab? [If applicable, describe the amount of funds committed or proposed to be used to meet the 25% match requirements (HOME or ESG) with its qualifications.]

 X No Complete Attachment A

 Yes Complete Attachment B and C and one of the following:

 D Facilities

 E Housing for Buyers

 F Rental Housing and Proforma

Per guidance from the CBDG office, attachments A, B & C are not necessary as we are applying for funds to purchase furnishing for the shelter floor. These purchases will not impact the value of the building itself.

9. Do you qualify as a Community Housing Development Organization (CHDO)? (See attachment G for qualifications.)

 X No

 Yes - Complete Attachment G

10. Do you seek Scattered Site Acquisition Funds for acquisition of service-enriched housing?

EMERGENCY SHELTER GRANT FUNDING

- A. Describe how you coordinate tasks and responsibilities or target groups with other agencies. (i.e., agencies from whom you commonly receive referrals or to whom you make referrals, and the sequence of contact.) Describe, if appropriate, how a partnership will be formed among local organizations and individual involved with the implementation of the program.

The YWCA has been an active member of the Dane County Homeless Services Consortium (HSC) since the group's inception in the 1980's. YWCA staff members attend monthly HSC meetings and serve on several HSC committees. The YWCA has long and effective collaborations with organizations serving homeless or near homeless populations. The Salvation Army acts as gatekeeper for all homeless families in Dane County, placing families into the YWCA shelter as we have openings. Two YWCA staff members are licensed as foster parents through Youth Services of Southern WI – Briarpatch Division, who refers homeless teenage girls to our shelter. We collaborate with Porchlight and other Homeless Services Consortium agencies to provide bus tickets and passes to homeless families. The Madison Public Health Department, Group Health Cooperative, and Access Community Health address the medical needs of our residents, and Legal Action of Wisconsin coordinates free legal services at the YWCA weekly. Community Action Coalition (CAC) reserves rent subsidy slots for YWCA families, and we provide ongoing case management for those families after they move into housing. CAC also provides food for our pantry, which can be used by all YWCA residents. The YWCA participates in a collaboration of many local agencies, coordinated by CAC, to distribute federal stimulus dollars for eviction prevention, utility assistance, and housing entry costs to low-income households. In collaboration with The Road Home and area congregations, the YWCA offers the Second Chance Apartment Project, which provides transitional housing and support services to some families leaving our shelter. The YWCA collaborates with The Road Home and the Salvation Army to provide permanent housing and support services to homeless families in the Rapid Rehousing and House-ability programs. The YWCA Second Chance Tenant Education Program, which provides tenant and financial education along with case management, is offered in collaboration with the Apartment Association of South Central Wisconsin, the Tenant Resource Center, the Fair Housing Center of Greater Madison, local landlords, and local credit unions. Referrals are accepted from any organization in the HSC, as well as many other community groups.