

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

1. **Program Name:** Affordable Rental Housing
2. **Agency Name:** Common Wealth Development
3. **Requested Amounts:** 2011: \$216,000
 2012: \$216,000 **Prior Year Level:** \$0
4. **Project Type:** New Continuing
5. **Framework Plan Objective Most Directly Addressed by Proposed by Activity:**

<input 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 checked="" 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)**
Creation of 8 units of affordable rental housing
7. **To what extent does the proposal meet the Objectives of the Community Development Program Goals and Priorities for 2011-2012?**
Staff Comments: The proposal meets the CDBG objective of expanding the number of affordable housing rental units available to lower income individuals throughout the community.
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: The program design and work plan will effectively produce affordable rental housing.
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: CWD proposes to create 4 units of affordable rental housing in 2011 and 4 units in 2012. CWD has years of experience in developing housing and should be able to meet these objectives in the proposed timeline.
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: CWD has 31 year history of developing affordable housing. CWD has a respected reputation as a developer of affordable housing as well as a strong manager of the housing once developed. CWD staff have years of experience in developing quality affordable housing. CWD has a reputation as a good developer of affordable housing and as a landlord.
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 proposal is for a "license to hunt" meaning that sites have not yet been identified. The proposed budget is based on years of experience developing housing and a strong knowledge of the market and appears reasonable. Information regarding rents and loan to value will have to be evaluated once the sites are identified. The project contingency of \$15,000 seem light but is consistent with CWD experience. There is a slight discrepancy between the Agency Overview Expense budget Personnel line item (\$572,831) and the Agency Overview Personnel schedule (\$595,679) but this has no effect on this specific proposal.
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: CWD provides both housing and support services to their residents. Staff direct tenants to resources and advocate on their behalf when appropriate. CWD has established numerous relationships with agencies who work with their residents. By working with these agencies CWD can deal with issues that arise.

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: CWD rents to a diverse group of individuals. The tenant base includes low income individuals, individuals with disabilities and individuals who need accessible units. CWD has made numerous modifications to address the physical accessibility needs of tenants. When language barriers are present, CWD utilizes translators.

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 proposal meets the technical and regulatory requirements as far as information is provided. An environmental review will need to be completed once sites are selected. Rents and loan-to-value ratios will also have to be evaluated once sites are identified.

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: Sites have not yet been identified.

16. Other comments: The agency is a CHDO and qualifies for HOME CHDO set aside funds.

Questions:

1. Is this a new direction for CWD to site outside of these neighborhoods? CWD and MACLT are in discussions regarding merging the two agencies. Will this project be affected by the merger?
2. The application states that CWD will search for potential sites in the Madison area. Usually CWD has limited their site selection to the Williamson/Marquette neighborhoods.

17. Staff Recommendation

- Not recommended for consideration**
- Recommend for consideration**
- Recommend with Qualifications**
Suggested Qualifications: