

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

1. **Program Name:** Home Repair
2. **Agency Name:** Project Homes
3. **Requested Amounts:** **2011:** \$160,000
 2012: \$160,000 **Prior Year Level:** \$160,000
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"/> B. Housing – Housing for homebuyers <input type="checkbox"/> D. Housing – Rental housing <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	<input type="checkbox"/> J. Improvement of services to homeless and special populations <input type="checkbox"/> X. Access to Resources <input type="checkbox"/> K. Physical improvement of community service facilities
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6. **Anticipated Accomplishments (Proposed Service Goals)**
Will provide minor home repairs to 100 low and moderate-income homeowners.
7. **To what extent does the proposal meet the Objectives of the Community Development Program Goals and Priorities for 2011-2012?**
Staff Comments: Application meets objective to improve the quality of existing owner occupied housing stock.
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. Outreach efforts are appropriately targeted, intake operations provide adequate documentation and screening, home repairs are completely in a timely and satisfactory manner, and compliance with HUD reporting is satisfactory. The program provides effective coordination with internal agency programs as well as related programs within the City.
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: Project Home has a long and accomplished record of providing a variety of home repair programs in both Dane and Green counties. The Home Repair program employs trained and qualified home repair technicians as well as competent intake and reporting staff required to comply with HUD regulations. In addition, Home Repair program staff does a good job working with some of the unique issues and concerns presented by their client base. Project Home consistently meets their Comm. Development contract goals.
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 same level of funding as 2010, and proposes to provide the same level of service. Budget is reasonable and realistic, and Project Home has an excellent record of fiscal management. The Budget for the Home Repair program leverages \$52,000 in user fees (24%) of budget. These fees are charged to homeowners for materials and \$10/hr labor charge. The program design includes a “hardship waiver” of these fees for very low income home owners.
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: While the Home Repair program is a stand-alone program, Project Home operates a number of related programs, including Weatherization, Lead Hazard Abatement, Hammer With a Heart and Dane County Paint-a-thon, that in combination provide a comprehensive approach to home repair needs of low and moderate income families. The

program effectively works in collaboration with City Deferred Payment Loan program, Independent Living, Movin' Out, and area senior centers.

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 program does a good job of ensuring that home owners from diverse cultural backgrounds have access to their program. Many of program clients are elderly and/or disabled and program staff is experienced in meeting any special needs. All program beneficiaries have incomes below 80% ami, and the Home Repair program includes a fee waiver for home owners on very low fixed incomes.

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, lead 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: