

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

1. **Program Name: Eliminating Barriers to Stable Housing (EBSH)**

2. **Agency Name: Porchlight, Inc.**

3. **Requested Amounts:**           2011: \$25,750  
  2012: \$26,250                   **Prior Year Level: \$25,000**

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 checked="" 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 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)**

Provide financial assistance to at least 50 households that are homeless or near homelessness to eliminate barriers to housing.

7. **To what extent does the proposal meet the Objectives of the Community Development Program Goals and Priorities for 2011-2012?**

**Staff Comments:** Outcome objective J. Stabilization or improvement of the housing situation of homeless or near homeless individuals. Financial assistance proposed in this program will remove an individual’s barriers that stand in the way of them accessing or maintaining housing meeting the CD objective. Examples include helping to secure a driver’s license or other identification, minor medical or dental treatment.

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 is designed to provide a much needed service that is not available or very limited from any other sources. The proposal provides examples for payments that would be eligible under the program, as well as those expenses that would not. Proposal explains how eligible individuals access the service provided (through Porchlight or other Homeless Services Consortium agencies). Porchlight has many years of experience in operating programs that provide financial assistance and ability to maintain accountability as well as track outcomes.

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:** The service description indicates that as a result of providing financial assistance to eliminate a barrier to housing and income, the desired outcome is stability in housing whether this assistance is provided for an individual who is homeless or an individual who is nearly homeless. Porchlight currently contracts with the CDBG Office to provide this service. The current outcomes reported by Porchlight include: 1) assisted households who were literally homeless and obtained housing, 2) assisted households who were housed but at imminent risk of losing housing and maintained housing, and 3) assisted households who were housed but at risk of losing housing and maintained housing.

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:** Porchlight had a structure in place and staff have experience providing financial assistance to third parties on behalf of clients. In addition to this program, which began in 2010, Porchlight operates the DIGS program through Hospitality House which has been monitored by CDBG staff and found to be in compliance with applicable regulations and policies.

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:** Porchlight requests a small portion of the funds available for staffing costs. Funding is restricted to uses that are not available or very limited from other sources so as to make the best use of the limited funds.

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:** Porchlight has opened up the process to include referrals from other Consortium agencies and publicized the availability of these funds at a Homeless Services Consortium meeting as well as to the HSC e-mail list and at through other meetings.

**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 is open to all those homeless or at risk of being homeless. All referrals are handled over the telephone so accessibility is not an issue, however, the Porchlight administrative offices are handicapped accessible. Porchlight's clients, as well as the Consortium agencies' clients are all low income, primarily non-white with one-third one-half reporting AODA and/or mental health issues.

**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:** Porchlight has experience documenting recipients' homelessness and risk of homelessness that has been monitored and is determined acceptable by CDBG staff.

**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:** Program operated from 306 N. Brooks Street.

**16. Other comments:**

**Questions:**

**17. Staff Recommendation**

Not recommended for consideration

Recommend for consideration

Recommend with Qualifications  
**Suggested Qualifications:**