

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

1. **Program Name:** Interfaith Hospitality Network Shelter Program

2. **Agency Name:** The Road Home Dane County, Inc.

3. **Requested Amounts:**           2011: \$36,520  
  2012: \$36,520                   **Prior Year Level: \$8,150**

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 shelter and support services to 30 families annually; and 75% of households that leave shelter move into 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. The Road Home operates emergency shelter for families with children with the goal of moving them from shelter into stable housing meeting the CD objective.

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 IHN shelter has been operating for 11 years. While support services are provided to each family by professional social workers, the shelter operations are provided primarily by volunteer community organizations. These organizations provide the meals and physical overnight space to shelter the families. The Road Home has expanded its programs from emergency shelter to include transitional and supportive permanent housing. This creates an opportunity to move families efficiently from shelter to housing and continue to receive case management services.

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 IHN shelter system is the smallest in the Consortium with 14-16 beds. Based on past experience, IHN can provide supportive services that will assist 30 families annually. The goal of moving 75% of families from shelter to housing is aggressive, but the numbers increase as a result of The Road Home's creation of supportive housing units, both on their own and with other shelter partners.

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:** CDBG Office staff work with The Road Home on a number of projects as both funder and so-applicants for funding. Experience has shown that The Road Home has an active Board of Directors. The Road Home was able to raise over \$2 million and is on their way to \$4 million to fund a permanent housing program for 30 formerly homeless families by the end of 2010. They also manage nearly 2,000 volunteers.

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 \$26,520 for operations (partial payment of rent and utilities) with \$10,000 requested for shelter case management salary. The current contract with The Road Home is for \$8,150 for operations. It was incorrectly stated as \$21,150 in the application. The Road Home has less money to pay for shelter case management; the City's 2010-11 ESG award provided less funding for shelter case management – from \$15,000 to \$8,000. The budget request appears to be reasonable. However, additional funding for 2011 over 2010 would required that the project be seen as a higher priority than other projects currently funded. If funded with ESG funds, there are 30% caps on Essential Services – case management is considered an Essential Service. There are no caps on Operations – rent and utility payments are considered Operations.

**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:** The Road Home has a number of funding sources and raises significant funds through fundraising and donations – 2010 budget indicates fundraising makes of 53% of their budget with the balance coming from government funds and United Way of Dane County. The Road Home shelter program is supported with a large number of host organization volunteers.

**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 Road Home's day center is accessible to physically handicapped. Every effort is made to provide translation for non-English speakers. Staff is trained to deal with issues of AODA and mental illness. However, The Road Home does not accept families with significant issues that cannot be handled by a combination of staff and the volunteers on-site.

**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 is reasonable and The Road Home is aware of and compliant with federal and local rules and regulations related to funding sources.

**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:** The day center is located at 128 E. Olin Avenue which received CDBG Office funds to rehabilitate the space to best serve the needs of the clients (i.e. additional of bathrooms, laundry and kitchen facilities).

**16. Other comments:**

**Questions:**

**17. Staff Recommendation**

Not recommended for consideration

Recommend for consideration

Recommend with Qualifications

**Suggested Qualifications:**