

**2011 STAFF REVIEW OF PROPOSALS FOR  
COMMUNITY/NEIGHBORHOOD DEVELOPMENT RESERVE FUNDS**

**(Housing Development funds, Affordable Housing Trust Funds, Facility Acquisition/Rehab Funds, Future Funds)**

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1. **Project Name/Title:** Quaker Window Replacement
2. **Agency Name:** Quaker Housing, Inc.
3. **Requested Amount:** \$63,000
4. **Project Type:** New Project
5. **Framework Plan Objective Most Directly Addressed by Proposed Activity:**  
Outcome Objective K: Physical improvement of community service facilities
6. **Product/Service Description:** Replacement of 2 windows in each of 31 housing units for a total of 62 windows.
7. **Anticipated Accomplishments (Numbers/Type/Outcome)** Increased energy efficiency of 31 housing units.
8. **Staff Review**

This application was first submitted to the Division in September 2010. At that time, no funds were available in either the Acq/Rehab Fund or the Housing Development Fund. The application was put on hold until it was clear what funds would be available in 2011. At this time \$63,000 is available in the Housing Development CDBG Fund.

Between September 2010 and now the Energy unit within the Division reviewed the application and determined that the project was eligible for \$19,930 in energy funds to be used to upgrade two boilers and one indirect hot water system.

With \$63,000 available in the Housing Development CDBG fund the agency was asked to review the scope of their request and determine the priority for use of the available \$63,000. Quaker Housing determined that their priority for use of the funds was for window replacement.

Quaker Housing consists of 72 one bedroom units serving lower income residents. All units are in need of replacement of 2 windows to improve the efficient use of energy. \$63,000 will be sufficient to replace windows in the worst 31 units.

Available funds are CDBG and as such Davis Bacon regulations apply.

The project received HOME funds in 2002 for an elevator. As such the project is not eligible for additional HOME funds.

<b>Total Cost/Total Beneficiaries Equals:</b>	\$63,000/31 households = \$2,032 per household
<b>CD Office Funds/CD Eligible Beneficiaries Equals:</b>	same
<b>CD Office Funds as Percentage of Total Budget:</b>	100% of windows to be replaced

9. **Staff Recommendation:** Fund in the amount of \$63,000 as a long term deferred loan payable upon sale or change of use of the property. Require the 31 units to serve households with income at or below 80% of county median income and have rents at or below fair market rent.

<b>Technical and Regulatory Issues</b>	<b>Project information</b>
Within unit, capital, mortgage limits	Yes
Within Subsidy layering limits/ analysis	NA
Environmental Review issues	TBD
Eligible project	Yes
Conflict of interest	No
Church/State issues	No
Accessibility of program	Yes
Accessibility of structure	Yes
Lead-based paint issues	No
Relocation/displacement	No
Zoning restrictions	No
Fair Labor Standards	Yes
Vulnerable populations	Yes
Matching Requirement	No
Period of Affordability for HOME funds	NA
Site and neighborhood Standards	NA
Supplanting issues	No
Living wage issues	No
MBE goal	No
Aldermanic/neighborhood communication	Yes
Management issues:	No