

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

1. **Program Name:** Second Chance Tenant & Financial Education Workshops/SKILLS

2. **Agency Name:** YWCA of Madison, Inc.

3. **Requested Amounts:** 2011: \$24,000
2012: \$24,000 **Prior Year Level: \$20,600**

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)**

Conduct 22 Second Chance Workshop sessions (6 hours) and 28 SKILLS sessions (4 hours);
210 adults will attend and graduate from the Second Chance Workshops;
50 adult graduates will work with a case manager to obtain housing;
80% will maintain stable housing at 6 month mark; and
140 youth will attend the SKILLS program.

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 YWCA tenant and financial education workshops provide the knowledge and work one-on-one with individuals to build skills necessary to find and maintain housing such as building good credit, creating a spending plan, communicating effectively with landlords and neighbors and understanding their legal rights and responsibilities 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 YWCA and Tenant Resource Center began offering tenant workshops in 1998. Since that time, they have made improvements to the overall program that has evolved into the Second Chance Workshops. The CDBG Office has contracted for this service for several years; they have met or exceeded their goal of housing stability each year.

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: Staff involved with coordinating the workshops is an experienced facilitator with many years of experience working with this population. As part of the curriculum, representatives of the Apartment Association of South Central Wisconsin, Tenant Resource Center, Fair Housing Center of Greater Madison, and local credit unions present material to the class, utilizing their expertise in their areas.

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: Budget is reasonable and realistic. The YWCA has operated on a steady or declining award from the CDBG Office for several years. They are requesting a modest increase in this 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: YWCA has a history of collaborating with other homeless services providers in publicizing the Second Chance Workshops; volunteer presenters from Summit Credit Union and Dane County Credit Union provide instruction on financial literacy.

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 locations of all sessions are held in handicapped accessible locations. All program materials are available in Spanish and the curriculum has been designed to be successful for a range of learning styles. YWCA staff are experienced working with a diverse population and they strive for racial and cultural diversity amongst the presenters.

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 YWCA has been compliant with all federal and local regulations and ordinances in its contracting with the CDBG Office. They are familiar with a number of funder regulations as their revenue comes from a variety of 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: Second Chance classes are held at the YWCA downtown facility at 101 W. Mifflin Street. The SKILLS are held at the alternative school sites. Case management is conducted at a site convenient for the participant, usually at their home.

16. Other comments: The CDBG Office also funds this program through the City's ESG award from the state Department of Commerce. The activities included in the City's application for funding are selected and prioritized by the Homeless Services Consortium. The YWCA received \$15,600 in 2009-10 and will receive \$8,067 in 2010-11.

Questions:

17. Staff Recommendation

Not recommended for consideration

Recommend for consideration

Recommend with Qualifications

Suggested Qualifications: