

Application for Neighborhood and Community Development Funds

Submit original and 23 complete copies of this application to the CDBG Office by 4:30 p.m. on the 15th of the month, to be reviewed by the CDBG Committee on the first Thursday of the following month. **When possible, please duplex your original and copies and send an electronic version to the assigned project manager (if known).**

Program Title:	Warming Shelter	Amount Requested:	\$ 25,000
Agency:	The Salvation Army	Tax ID/EIN/FEIN:	36-2167910
Address:	630 E Washington Ave	DUNS #:	150777253
Contact Person:	Sarah Gillmore, Director of Social Services	Telephone:	608-250-2237
Email:	<u>Sarah.gillmore@usc.salvationarmy.org</u>	Fax:	608-256-0569

1. **Program Abstract:** Provide an overview of the project. Identify the community need to be addressed. Summarize the program's major purpose in terms of need to be addressed, the goals, procedures to be utilized, and the expected outcomes. Limit response to 150 words.

The Salvation Army is seeking \$25,000 to assist with operations of Warming Shelter. Warming Shelter is the only place in our community that provides emergency, drop-in family shelter. Warming Shelter at The Salvation Army became year-round in 2008 (Warming Shelter provided 3194 shelter nights in 2008; 4366 shelter nights in 2009). Warming Shelter is an entry point into the public funded family shelter system located at The Salvation Army, YWCA, and in local motels; The Salvation Army is the gatekeeper for the family shelter system. All families using Warming Shelter have access to: case management, bus tickets, phone, evening meal, evening snack, breakfast, and a sack lunch. *The Salvation Army served 4539 meals to Warming Shelter families in 2008; 6909 meals to Warming Shelter families in 2009.

The funding requested will be used for supplies (mattresses, diapers, etc), maintenance costs, bus tickets, utilities, and food.

2. **Target Population:** Identify the projected target population for this program in terms of age, residency, race, income eligibility criteria, and other unique characteristics or sub-groups.

Warming Shelter at The Salvation Army serves families who are homeless. All families served by Warming House had incomes below 30% County median Income. In 2008, Warming Shelter provided 3194 nights of shelter to 192 households (218 of the 368 children from those households were under the age of 5). In 2009, Warming Shelter provided 4366 nights of shelter to 228 households (241 of the 442 children from those households were under the age of 5).

570 # unduplicated individuals estimated to be served by this project.

145 # unduplicated households estimated to be served by this project.

3. Program Objectives: The 5-Year Plan lists 9 project objectives (A through N). Circle the one most applicable to your proposal and describe how this project addresses that objective.

- | | |
|---|---------------------------------------|
| A. Housing – Existing Owner-Occupied | G. Neighborhood Civic Places |
| B. Housing – For Buyers | K. Community-based Facilities |
| C. Housing – Rental Housing | L. Neighborhood Revitalization |
| E. Economic Dev. – Business Creating Jobs | N. Access to Housing Resources |
| F. Economic Dev. – Micro-enterprise | |

All families using Warming Shelter at The Salvation Army have access to case management while they are waiting to get accepted into a permanent housing program and/or into the public-funded family shelter system. Case management assists with obtaining needed identification (eg. Birth certificates, state-issued IDs, documentation) that is required in order to apply for the majority of subsidized and permanent housing programs in Dane County. Families using Warming Shelter are in a state of complete crisis and often are in need of immediate assistance in connecting with medical and mental health providers which Warming Shelter case management is able to refer to via relationships with GHC: Bridges to Access, MEDiC clinics, and Access Community Health Centers. Warming Shelter also connects families with Dane County Human Services for enrollment into appropriate benefit programs such as W2, Food Share, and subsidized child care. Warming Shelter is able to share information and progress with that family's future permanent housing or family shelter case manager, with the goal of smooth transition. Warming Shelter bridges the gap between homelessness and starting a permanent housing program or family shelter.

Warming Shelter also works closely with the Madison Metropolitan School District's Transition Education Program to help insure that children can at least rely on the stability of attending their school of origin.

4. Fund Objectives: Check the fund program objective which this project meets. (Check all for which you seek funding.)

- | | | | |
|-----------------------|---|----------|---|
| Acquisition/
Rehab | <input type="checkbox"/> New Construction, Acquisition,
Expansion of Existing Building | Futures | <input type="checkbox"/> Prototype |
| | <input type="checkbox"/> Accessibility | | <input type="checkbox"/> Feasibility Study |
| | <input type="checkbox"/> Maintenance/Rehab | | <input type="checkbox"/> Revitalization Opportunity |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> New Method or Approach |
| Housing | <input type="checkbox"/> Rental Housing | Homeless | <input checked="" type="checkbox"/> Housing |
| | <input type="checkbox"/> Housing For Buyers | | <input checked="" type="checkbox"/> Services |

5. Budget: Summarize your project budget by estimated costs, revenue, and fund source.

SEE ATTACHED “Warming House- Projected 2010 Budget”

EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CD REVENUES	AMOUNT OF NON-CD REVENUES	SOURCE OF NON-CD FUNDED PORTION
A. Personnel Costs SEE ATTACHED				
1. Salaries/Wages (attach detail)				
2. Fringe Benefits				
3. Payroll Taxes				
B. Non-Personnel Costs SEE ATTACHED				
1. Office Supplies/Postage				
2. Telephone				
3. Rent/Utilities				
4. Professional Fees & Contract Services				
5. Work Supplies and Tools				
6. Other:				
C. Capital Budget Expenditures (Detail in attachment C) SEE ATTACHED				
1. Capital Cost of Assistance to Individuals (Loans)				
2. Other Capital Costs:				
D. TOTAL (A+B+C)				

6. Action Plan/Timetable

Describe the major actors and activities, sequence, and service location, days and hours which will be used to achieve the outcomes listed in # 1.

Use the following format:
 (Who) will do (what) to (whom and how many)
 (when) (where) (how often). A flowchart may be helpful.

The Salvation Army	provide meals to Warming Shelter families	estimate: 3000 meals	on-going; throughout 2010
The Salvation Army	provide Warming Shelter	utilities maintenance fees	on-going; throughout 2010
The Salvation Army	provide supplies (diapers, hygiene, etc) to Warming Shelter families	estimate: 300 diapers, 40 boxes tampons, 40 boxes sanitary pads	on-going; throughout 2010
The Salvation Army	replace used mattresses	estimate: 16 mattresses	as needed and/or around June 2010
The Salvation Army	provide adequate bus tickets to Warming Shelter families	estimate: 200 adult 10-rides, and 100 youth 10-rides	on-going; throughout 2010

7. What was the response of the alderperson of the district to the project?

"I support The Salvation Army's request for money for their overflow shelter" and "I am willing to provide a letter of support" –Aldersperson Bridget Maniaci

8. Does agency seek funds for property acquisition and/or rehab? [If applicable, describe the amount of funds committed or proposed to be used to meet the 25% match requirements (HOME or ESG) with its qualifications.]

 X No Complete Attachment A

 Yes Complete Attachment B and C and one of the following:

 D Facilities

 E Housing for Buyers

 F Rental Housing and Proforma

9. Do you qualify as a Community Housing Development Organization (CHDO)? (See attachment G for qualifications.)

 X No

 Yes - Complete Attachment G

10. Do you seek Scattered Site Acquisition Funds for acquisition of service-enriched housing?

 X No Yes - Complete Attachment B, C, F, and H

11. Do you seek ESG funds for services to homeless persons?

 No X Yes - Complete Attachment I

12. This proposal is hereby submitted with the approval of the Board of Directors/Department Head and with the knowledge of the agency executive director, and includes the following:

- | | |
|---|--|
| <u> </u> Future Fund (Attachment A) | <u> </u> Housing for Resale (Attachment E) |
| <u> </u> Property Description (Attachment B) | <u> </u> Rental Housing and Proforma (Attachment F) |
| <u> </u> Capital Budget (Attachment C) | <u> </u> CHDO (Attachment G) |
| <u> </u> Community Service Facility (Attachment D) | <u> </u> Scattered Site Funds Addendum (Attachment H) |
| | <u> X </u> ESG Funding Addendum (Attachment I) |

13. Affirmative Action: If funded, applicant hereby agrees to comply with City of Madison Ordinance 39.02(9) and file either an exemption or an affirmative action plan with the Department of Civil Rights. A Model Affirmative Action Plan and instructions are available at: <http://www.cityofmadison.com/dcr/aaForms.cfm>.

14. Non-Discrimination Based on Disability: Applicant shall comply with Section 39.05, Madison General Ordinances, Nondiscrimination Based on Disability in City-Assisted Programs and Activities. Under section 39.05(7) of the Madison General Ordinances, no City financial assistance shall be granted unless an Assurance of Compliance with Sec. 39.05 is provided by the applicant or recipient, prior to the granting of the City financial assistance. Applicant hereby makes the following assurances: Applicant assures and certifies that it will comply with section 39.05 of the Madison General Ordinances, entitled "Nondiscrimination Based on Disability in City Facilities and City-Assisted Programs and Activities," and agrees to ensure that any subcontractor who performs any part of this agreement complies with sec. 39.05, where applicable, including all actions prohibited under section 39.05(4),. MGO." <http://www.cityofmadison.com/dcr/aaForms.cfm>

Signature: _____ Date:
 President-Board of Directors/Department Head

Signature: _____ Date:
 Executive Director

For additional information or assistance in completing this application, please contact the CDBG Office at 267-0740.

EMERGENCY SHELTER GRANT FUNDING

- A. Describe how you coordinate tasks and responsibilities or target groups with other agencies. (i.e., agencies from whom you commonly receive referrals or to whom you make referrals, and the sequence of contact.) Describe, if appropriate, how a partnership will be formed among local organizations and individual involved with the implementation of the program.

The Salvation Army has been providing basic needs, including food and shelter, to Dane County for more than 100 years. The mission of The Salvation Army includes the message of working with and treating all peoples with dignity and respect. The Salvation Army is the "single point of access" into the public-funded shelter system for families which occurs on-site, in local motels, or with one of our community partners, the YWCA. The Salvation Army also provides on-site shelter to single women.

In addition to shelter provision/facilitation, The Salvation Army social services department also provides case management services for families and single women, eight transitional housing beds for single women, two supportive housing case management programs based on the Housing First model (collaboration with YWCA and The Road Home Dane County for House-ability and Rapid Rehousing), emergency Warming Shelter (for families who can't get into shelter due to shelter being full and/or families who are not eligible for shelter), Rx assistance (relationship with Community Pharmacy), MEDiC clinic, and dental clinic.

Additionally, The Salvation Army has a memorandum of understanding with Madison's AIDS Network, to facilitate placement in motels for AIDS Network consumers (individuals and/or families) who are homeless, and a memorandum of understanding with Domestic Abuse Intervention Services (DAIS), for families/single women who are experiencing domestic violence but are not able to get into DAIS shelter at that time.

The Salvation Army is actively involved the Homeless Services Consortium (HSC) with agency representation at multiple levels: the director of social services is currently the HSC vice-chair, housing coordinator is a member of the shelter providers' committee, evening shelter supervisor is a member of the legislative committee, and services coordinator is a member of the mainstream resources committee.

The Salvation Army also works closely with Joining Forces For Families, taking referrals and assisting in problem-solving. Community Action Coalition and The Salvation Army work together to disseminate HPRP and ESG eviction prevention/re-housing funding, as well. We have a relationship with Porchlight, Inc. to access and disseminate bus tickets to participants in all of our programs through the Transit for Economic Self Sufficiency and Transit for Jobs programs.