

Application for Neighborhood and Community Development Funds

Applications should be submitted electronically to cdbg@cityofmadison.com by 12:00 p.m. on the first Friday of the month and will be reviewed by the CDBG Committee on the first Thursday of the following month.

Program Title:	Bayview Renovation Resident Engagement Project	Amount Requested:	\$20,000
Agency :	Bayview Foundation, Inc.	Tax ID/EIN/FEIN:	396092644
Address:	601 Bayview, Madison, WI 53715	DUNS #	
Contact Person:	Alexis London, Executive Director	Telephone:	608-256-7808
Email:	alexislondon@bayviewfoundation.org	Fax:	608-256-2386

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.

Bayview Foundation plans to undertake a major redevelopment of its property that includes the substantial rehabilitation, or possibly replacement, of all 102 existing apartment; the creation of additional, fully accessible units; and the expansion and/or relocation of the community center. Resident engagement is a critical component of this undertaking and Bayview is committed to establishing culturally inclusive resident engagement processes that are comprehensive, informative and rewarding.

All too often, resident engagement within development projects is limited in scope, imagination and implementation, and those who will be most impacted by the project, walk away from the process feeling dismissed, left behind and/or uninformed. With an award of Neighborhood and Community Development funds, Bayview proposes a model of engagement that will involve 140 Bayview residents in over 50 hours of brainstorming, planning and interactive design sessions. The result will be the creation of a comprehensive resident vision document that will guide and strengthen Bayview's redevelopment.

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.

unduplicated individuals estimated to be served by this project: **140 unduplicated Bayview residents**

unduplicated households estimated to be served by this project: **50 households**

There are currently 281 Bayview residents. Residents come from over 12 countries. Current ethnic groups residing at Bayview include: Hmong (40%); other Southeast Asian - Laotian, Vietnamese, Cambodian, Thai (20%); Latino (24%); African American or African (14%); and Caucasian (2%). The average household income is \$20,000. Of the 281 residents of Bayview, 10% are ages five years and under, 30% are ages 6 to 18, 35% are ages 19 to 55 and 25% are over the age of 55. On average, residents have lived at Bayview for 15 years (some for 40).

Resident communication often requires interpretation and/or translation (which the Foundation will arrange) into English, Hmong, Spanish, and Laotian. The Foundation's diverse staff, attention to the cultural aspects of residents' experiences and preferences, and the Foundation's intentionality with regard to inclusion are continuously building its capacity to engage with all residents in a productive manner.

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.

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

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 checked="" type="checkbox"/> Revitalization Opportunity |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> New Method or Approach |
| Housing | <input type="checkbox"/> Rental Housing | Homeless | <input type="checkbox"/> Housing |
| | <input type="checkbox"/> Housing For Buyers | | <input type="checkbox"/> Services |

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

EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CD REVENUES	AMOUNT OF NON-CD REVENUES	SOURCE OF NON-CD FUNDED PORTION
A. Personnel Costs				
1. Salaries/Wages (attach detail)	\$29,250	\$5,250	\$24,000	Bayview Foundation
2. Fringe Benefits	\$7,600	\$0	\$7,600	Bayview Foundation
3. Payroll Taxes	\$2,000	\$0	\$2,000	Bayview Foundation
B. Non-Personnel Costs				
1. Office Supplies/Postage	\$250	\$250	\$0	
2. Telephone	\$0			
3. Rent/Utilities	\$2,000	\$0	\$2,000	Bayview Foundation
4. Professional Fees & Contract Services	\$12,000	\$12,000	\$0	
5. Work Supplies and Tools	\$500	\$500	\$0	
6. Other: Food/hospitality	\$2,000	\$2,000	\$0	
C. Capital Budget Expenditures (Detail in attachment C)				
1. Capital Cost of Assistance to Individuals (Loans)				
2. Other Capital Costs:				
D. TOTAL (A+B+C)				
	\$55,600	\$20,000	\$35,600	

6. **Action Plan/Timetable**

See below

Estimated Month of Completion
(If applicable) **October 2018**

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.

7. What was the response of the alderperson of the district to the project?
Alder Sara Eskrich (District 13) serves on the boards of Bayview Foundation and CDA. Since the start of redevelopment talks, Sara advocated for resident involvement and engagement throughout the process. She is very supportive of the project.
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.]

No Complete Attachment A
 Yes Complete Attachment B and C and one of the following: D Facilities

- | | | | |
|--------------------------|--|--|-------------------------------|
| <input type="checkbox"/> | | | E Housing for Buyers |
| <input type="checkbox"/> | | | F Rental Housing and Proforma |

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

- No Yes - Complete Attachment G

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

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

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

- No 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:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Future Fund (Attachment A)
<input type="checkbox"/> Property Description (Attachment B)
<input type="checkbox"/> Capital Budget (Attachment C)
<input type="checkbox"/> Community Service Facility (Attachment D) | <input type="checkbox"/> Housing for Resale (Attachment E)
<input type="checkbox"/> Rental Housing and Proforma (Attachment F)
<input checked="" type="checkbox"/> CHDO (Attachment G)
<input type="checkbox"/> Scattered Site Funds Addendum (Attachment H)
<input type="checkbox"/> 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>

15. Notice regarding lobbying ordinance: If you are seeking approval of a development that has over 40,000 gross square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of over \$10,000 (this includes grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance, sec. 2.40, MGO. You are required to register and report your lobbying. Please consult the City Clerk for more information. Failure to comply with the lobbying ordinance may result in fines of \$1,000 to \$5,000.



Signature: _____ Date: 4/10/18
President-Board of Directors/Department Head



Signature: _____ Date: 4/10/18
Executive Director

For additional information or assistance in completing this application, please contact the Community Development Division at 266-6520.

FUTURE FUND PROPOSAL ONLY

- A. Describe the project features which make this a prototype project, feasibility study, addresses a short-lived revitalization opportunity or develops a new method or approach, which triggered the need for Future Funds.

Overview

The mission of the Bayview Foundation is to support its culturally diverse, low-income families realize their aspirations by providing affordable housing, fostering cultural pride, and building community through the arts, education and recreation. Bayview Foundation was established in 1966 and is made up of two entities: Bayview Townhouses, 102 units of Section 8 Project Based housing that was built in 1971, and The International Center for Education and the Arts, a centrally located community center that was built in 1985.

In 2016, Bayview hired Madison architect Jim Glueck to conduct a capital needs assessment of Bayview Townhouses and the International Center for Education and the Arts. The results of the assessment confirmed what was already known: that all 102 of Bayview's two and three bedroom apartment units, as well as the centrally located community center, were in need of major capital improvements and repairs. After more than a year of extensive research, education and discussion, Bayview's board of directors determined that it was in the organization's best interest to undertake a major redevelopment of the property through the Section 42 Low Income Housing Tax Credit (LIHTC) funding program. The board articulated the following priority outcomes for the renovation:

1. Major renovation of all 102 apartment units
2. Increase units to create accessible apartments for seniors to age in place
3. Improve and expand the community center to better serve Bayview residents and the Triangle/Monona Bay neighborhood as a whole
4. Improve and beautify outdoor spaces, gathering areas, landscaping and parking
5. Increase property sustainability
6. Increase accessibility

In winter 2018, Bayview interviewed five local development firms and selected Horizon Development Corporation as its partner. The projected timeline to submit a LIHTC application is December 2018.

Vision

Bayview's vision for redevelopment is larger than updating the apartment units, community center and grounds. The redevelopment is an opportunity to think expansively and creatively about how people inhabit, use and experience the site and how the apartment buildings, grounds, gardens, community center and playground work as a system to best serve the people who live, work and visit Bayview and the Triangle neighborhood. The following guiding principles have been established:

- Plan with purpose, always considering Bayview' mission, vision and values
- Design with specificity and sustained input from Bayview residents so that the spaces created really matter to the people who inhabit and use them
- Create beautiful spaces that intentionally resist the generic and banal
- Create spaces that convene people and validate their everyday experiences

Resident Engagement

Comprehensive and meaningful resident engagement is an absolute priority to Bayview. More than 60% of Bayview residents have lived in the community for 20+ years and have raised their children here and plan to age in place here. Their voices, ideas, hopes and fears, and those of their children, are essential in planning for the future of Bayview. With financial support from the City's Neighborhood and Community Development Fund, Bayview will be able to implement the kind of approach to resident engagement that is desired and necessary, but rarely implemented. Future funds will be used to coordinate and implement a participatory process that involves approximately 140 Bayview residents in 50 hours of brainstorming, idea sharing and design planning. All sessions

will be culturally inclusive and will include Hmong, Spanish, Laotian and/or Vietnamese interpretation and/or translation services.

Phase 1: Listen and Learn

Current Bayview staff and members of its housing committee (made up of residents) will lead the effort during Phase 1, to start in May 2018. The objective of this first phase is to initiate a community-wide conversation and investigation about the redevelopment project. Though residents have been made aware of Bayview's plans to renovate its housing, grounds and community center, the conversation has not gone into much detail or depth. Through resident meetings, program workshops, surveys and one-to-one interviews, residents of all ages will reflect upon and respond to the following questions:

- What is the best thing about living at Bayview?
- What is the most challenging thing about living at Bayview?
- If you could change one thing about Bayview, what would it be?
- What do you like most about your apartment?
- What would you like to see change in your apartment?
- What are your hopes for the future of Bayview?
- What are your hopes for the children at Bayview? Seniors at Bayview?
- What are your fears about a future redevelopment at Bayview?
- Should the Bayview community grow in size? If yes, how many new families would you like to see added?
- What improvements can be made to the community center? What features and/or programs would you add?
- What improvements can be made to the grounds? What features would you add?

Phase 2: Discussion and Feedback

Resident input gathered from the "Listen and Learn" phase will be documented and aggregated by staff with the assistance of a contracted consultant. In early July, the results will be shared with residents during community meetings. Additional feedback, ideas, questions and concerns will be gathered and added to the research. By the end of July, Bayview's staff, housing committee and board will have a strong understanding of resident wants, needs, hopes and fears as they relate to the redevelopment.

Phase 3: Design Workshops and Site Planning

Bayview will hire design professionals based in urban planning, architecture, landscape architecture and/or neighborhood planning, and with expertise working with diverse communities and people who have faced multiple barriers to participation, to lead a series of design charrettes and interactive site planning workshops. All ages of residents will be reached with sessions taking place during the center's youth summer camp, senior programs, and adult/family evening and weekend workshops. The workshops will result in the production of site plans and concept drawings that illustrate resident priorities and preferences in regards to: neighborhood density, scale and placement of apartment buildings, location and size of the community center; parking; green space uses and design, and community gathering space uses and design.

Phase 4: Report and Presentation

The final phase of the project will be the creation of a report and public presentation that outlines and illustrates Bayview's residents' ideas, preferences and priorities for the redevelopment of the property. The report will be presented to residents at two evening meetings in October 2018.

Bayview's redevelopment strategy team (made up of staff, board members and community volunteers) and the project team from Horizon, including the project's architect (not yet selected), will utilize the report and accompanying design documents to gain a comprehensive and informed understanding of Bayview's residents' vision for the redevelopment. This document will serve as guidepost in the initial development and design of the project.

This project is intended to only cover the first component of resident engagement. Additional, construction detail-focused, engagement sessions will be hosted once a LIHTC application is submitted and approved.

Response to Application Question # 6

ACTION PLAN/TIMETABLE

Major Activities

Activity Description (What)	Responsible Party (Who)	Participants (Whom)	Dates (When)	Location (Where)	Frequency (How often)
Phase 1 – Listen and Learn Includes: resident meetings and one-to-one interviews and surveys	Bayview staff, project coordinator, and housing committee members (residents)	Bayview residents	May – June 2018	Bayview apartments and Community Center	6 meetings and a minimum of 30 resident interviews and/or surveys
Phase 2 – Discussion and Feedback	Bayview staff and project coordinator	Bayview residents	July 2018	Bayview Community Center	2
Phase 3 – Design Workshops and Site Planning	Bayview staff and project coordinator to manage; design professionals to lead/facilitate	Bayview residents	August – September 2018	Bayview Community Center	5
Phase 4 – Report and Presentation	Bayview staff and project coordinator	Bayview residents	October 2018	Bayview Community Center	2