

ORGANIZATION:  
PROGRAM/LETTER:

PROJECT HOME, INC.	
A	City of Madison Minor Home Repair Program

PROGRAM BUDGET

1. 2010 BUDGETED

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	160,000	142,910	12,590	4,500	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	52,000	12,000	0	0	40,000
OTHER	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>212,000</b>	<b>154,910</b>	<b>12,590</b>	<b>4,500</b>	<b>40,000</b>

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	160,000	142,055	13,220	4,725	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	52,000	12,000	0	0	40,000
OTHER**	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>212,000</b>	<b>154,055</b>	<b>13,220</b>	<b>4,725</b>	<b>40,000</b>

\*OTHER GOVT 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

\*\*OTHER 2011

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

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**2012 PROGRAM CHANGE EXPLANATION**

Complete only if you are requesting more than your 2011 request.

Note: Additional funding should only be requested where services or programming will change or expand in the second year.

3. PROGRAM UPDATE: If requesting more than 2011, describe any major changes being proposed for the program/service in 2012, i.e., expansions or narrowing in target population, scope and level of services, geographic area to be served, etc.).

200 characters (w ith spaces) N/A

**4. 2012 COST EXPLANATION**

Complete only if significant financial changes are anticipated between 2011-2012.

Explain specifically, by revenue source, any significant financial changes that you anticipate between 2011 and 2012.

For example: unusual cost increases, program expansion or loss of revenue.

200 characters (w ith spaces) N/A

**5. 2012 PROPOSED BUDGET**

REVENUE SOURCE	BUDGET TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0
MADISON-CDBG	160,000	142,055	13,220	4,725	0
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0
USER FEES	52,000	12,000	0	0	40,000
OTHER**	0	0	0	0	0
<b>TOTAL REVENUE</b>	<b>212,000</b>	<b>154,055</b>	<b>13,220</b>	<b>4,725</b>	<b>40,000</b>

\*OTHER GOVT 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

\*\*OTHER 2012

Source	Amount	Terms
	0	
	0	
	0	
	0	
	0	
<b>TOTAL</b>	<b>0</b>	

ORGANIZATION:  
PROGRAM/LETTER:  
PRIORITY STATEMENT:

<b>PROJECT HOME, INC.</b>
<b>A City of Madison Minor Home Repair Program</b>
<b>CDBG: A. Housing - Owner-occupied housing (CDBG)</b>

**DESCRIPTION OF SERVICES**

6. **NEED FOR PROGRAM:** Please identify local community need or gap in service that the proposed program will address.

1000 characters (w ith spaces) Our goal in providing home repair services is to assist homeowners to identify and accomplish needed repairs early, since home repairs that are neglected or deferred may eventually result in higher costs for structural repairs. Low and moderate income homeowners face financial constraints that limit their ability to do needed repairs. By providing affordable home repairs in a timely manner, the City of Madison Minor Home Repair Program enables homeowners to pay for the cost of repairs, while still being on track to handle other financial commitments. At least 35% of the housing stock in Madison was built prior to 1950. While not necessarily substandard, older homes tend to require increased upkeep. By addressing repairs early, the housing stock is stabilized and neighborhoods are improved.

7. **SERVICE DESCRIPTION -** Describe the service(s) provided including your expectations of the impact of your activities.

1600 characters (w ith spaces) Project Home will assist low and moderate income homeowners with affordable home repairs, including carpentry, plumbing, door and window installations, drywall and plaster repairs, structural and electrical repairs, energy efficiency measures and barrier-free modifications. Work will be performed by Project Home staff. Assistance is provided through a subsidized labor rate of \$10.00 per hour plus the cost of the materials. Smoke detectors will be provided at no cost to homeowners.

8. **PROPOSED PROGRAM CONTRACT GOALS:** Include clearly defined service goals and process objectives: number of unduplicated clients to be served, number of service hours to be provided etc.

600 characters (w ith spaces) We will serve a minimum of 100 households on the minor home repair program in 2011 and again 2012.

9. **SERVICE HOURS:** Frequency, duration of service and hours and days of service availability.

400 characters (w ith spaces) Services are available during our regular business hours of 8:00 a.m. to 4:30 p.m. Monday through Friday.

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10. POPULATION SERVED: Please describe in terms of age, income level, LEP, literacy, cognitive or physical disabilities or challenges).

600 characters (with spaces) Homeowners whose income is at or below 80% of the county median income level and whose homes are assessed at or below the HUD purchase price/value limit of \$223,250 for a single family home and \$256,248 for a duplex (can only work on the owner occupied portion) are eligible to receive services.

11. LOCATION: Location of service and intended service area (Include census tract where service is tract specific).

200 characters (with spaces) City of Madison

12. OUTREACH PLAN: Describe your outreach and marketing strategies to engage your intended service population.

1000 characters (with spaces) Information about the Minor Home Repair Program is included in Project Home's brochure and on our website. Periodically, we make presentations to local groups who serve our service population or place public service announcements in targeted publications.

13. COORDINATION: Describe how you coordinate your service delivery with other community groups or agencies.

1000 characters (with spaces) We coordinate our program with our low income weatherization program. If a home has to be deferred for the weatherization because repairs are needed in the home first, we screen the household for the minor home repair program and complete the repairs. Once the repairs are made we would then go in and supply many energy efficiency improvements to make the home more comfortable. There are some occasions when we go out to a home for an inspection and find that it is overscope for our minor home repair program. We then refer them to the City of Madison Deferred Payment Loan. Since many of our customers are senior citizens and handicapped individuals, we also work with the area senior centers, Movin' Out, and Independent Living to address the needs of clients.

14. VOLUNTEERS: How are volunteers utilized in this program?

400 characters (with spaces) We do not use volunteers with our City of Madison Minor Home Repair Program. All volunteers are mobilized either for our annual events including Hammer With A Heart and the Dane County Paint-A-Thon or for direct programs at our housing developments. The volunteers for those programs number in the hundreds.

15. Number of volunteers utilized in 2010?

0
0

Number of volunteer hours utilized in this program in 2010?

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**PROJECT HOME, INC.**

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16. BARRIERS TO SERVICE: Are there populations that are experiencing barriers to the service you are proposing, i.e., cultural differences, language barriers and/or physical or mental impairments or disabilities? Describe the ability of proposed program to respond to the needs of diverse populations.

1600 characters (with spaces) There are no barriers identified at this time. We have developed a system for working with households of varying language barriers, and our program has been doing work for households with disabilities for many years.

17. EXPERIENCE: Please describe how your agency, and program staff experience, qualifications, and past performance will contribute to the success of the proposed program?

1600 characters (with spaces) Project Home has operated a variety of major and minor home rehabilitation programs for over 35 years. We currently operate two minor home repair programs, two major home rehabilitation programs, two lead hazard abatement programs, and the State of Wisconsin low income weatherization program for both Dane and Green counties. In addition, we are the lead agency for a five-county Neighborhood Stabilization Program consortium and coordinate three volunteer events: Heat's On, Dane County Paint-A-Thon and Hammer With A Heart. We have increased our administrative capacity to successfully operate all of these programs. While the nature of our programs has changed over time, Project Home's commitment to high quality and respectful service to our customers has not. Our staff consists of skilled home repair technicians and weatherization workers. Besides being competent at their jobs, our staff must regularly deal with the concerns of some of our most vulnerable citizens. We provide people with the resources they need to remain independent and to maintain their most valuable asset - their home.

18. LICENSING OR ACCREDITATION: Report program licensing, accreditation or certification standards currently applied.

200 characters (with spaces) Our Home Repair Coordinator and Home Repair Technician are both certified to conduct HQS inspections and work in a lead-safe manner.

19. STAFF: Program Staff: Staff Titles, FTE dedicated to this program, and required qualifications for program staff.

Staff Title	FTE	City \$	Qualifications
Home Repair Coordinator	0.275	Yes	Experience with construction and working with contractors. Certified HQS inspector with lead-safe worker certification.
Intake Assistant	0.5	Yes	Experience with income verification and program coordination.
Home Repair Technician	0.75	Yes	Experience with minor carpentry, plumbing, weatherization measures installation and general home repairs. Certified HQS
Field Supervisor	0.06	Yes	Certified HQS inspector with lead-safe worker certification. Supervision experience.

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**CDBG DESCRIPTION OF SERVICES SUPPLEMENT**

Please provide the following information ONLY if you are applying for projects that meet the "CDD Community Development Program Goals & Priorities". If not applying for CDBG Office Funds, go to Community Resources Description of Services Supplement (p. 7), or go to Demographics (p. 8).

**20. PARTICIPANT INCOME LEVELS:**

Indicate the number of households of each income level and size that this program would serve in 2011-2012.

<b>Income Level</b>	<b>Number of Households</b>
Over 80% of county median income	0
Between 50% to 80% of county median income	20
Between 30% to 50% of county median income	40
Less than 30% of county median income	40
Total households to be served	100

**21. If projections for 2012 will vary significantly from 2011, complete the following:**

<b>Income Level for 2012</b>	<b>Number of Households</b>
Over 80% of county median income	0
Between 50% to 80% of county median income	0
Between 30% to 50% of county median income	0
Less than 30% of county median income	0
Total households to be served	0

**22. AGENCY COST ALLOCATION PLAN:** What method does your agency use to determine indirect cost allocations among programs?

600 characters (w ith spaces) Federal grants require that OMB circular A-122 "cost principles for nonprofit organizations" be complied w ith by this agency. Therefore allow able direct costs are charged directly to programs, grants, etc. All allow able joint or shared costs are prorated individually using a base most appropriate to the particular cost being prorated. All other allow able general and administrative costs are allocated to programs, grants, etc. based upon a labor distribution (timesheet) method for those general and administrative staff.

**23. PROGRAM ACTIVITIES:** Describe activities/benchmarks by timeline to illustrate how your program will be implemented.

<b>Activity Benchmark</b>	<b>Est. Month of Completion</b>
15 households will be served by the program.	1-Apr-11
35 additional households will be served by the program.	1-Jul-11
35 additional households will be served by the program.	1-Oct-11
Final 15 additional households will be served to close out the annual contract.	31-Dec-11
15 households will be served by the program.	1-Apr-12
35 additional households will be served by the program.	1-Jul-12
35 additional households will be served by the program.	1-Oct-12
Final 15 additional households will be served to close out the annual contract.	31-Dec-12

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COMMUNITY RESOURCES DESCRIPTION OF SERVICES SUPPLEMENT

Please provide the following information ONLY if you are applying for projects that meet the "Community Resources Program Goals & Priorities" If not applying for CR Funds, go to Demographics (p. 8).

24. CONTRIBUTING RESEARCH

Please identify research or best practice frameworks you have utilized in developing this program.

2000 characters (with spaces) Project Home started over 35 years ago when a group of people in the community decided they wanted to help seniors with minor home repairs. This program provides the backbone of Project Home, and our mission is still based on the core idea that everyone deserves affordable, quality housing. As years have passed, we increased the population we serve to include other families who fit the income guidelines. Many of the same customers turn to us year after year so they can manage repairs and remain in their home. With over 35 years of experience, we realize that we have been doing this program longer any other non-profit in the City of Madison. We have seen neighborhoods changed due to the work we have accomplished.

25. ACCESS FOR LOW-INCOME INDIVIDUALS AND FAMILIES

What percentage of this program's participants do you expect to be of low and/or moderate income?

100.0%
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What framework do you use to determine or describe participant's or household income status? (check all that apply)

- Number of children enrolled in free and reduced lunch
- Individuals or families that report 0-50% of Dane County Median Income
- Individual or family income in relation to Federal Poverty guidelines
- Other

X

26. HOW IS THIS INFORMATION CURRENTLY COLLECTED?

400 characters (with spaces) Information is collected through the phone application. Please note that on the following demographics page the categories do not match with the information we collect for our reporting to the City. We keep only ages of children under six and in other cases we count households, not individuals. Due to the error messages on the form, we did a good faith estimate.

27. PLEASE DESCRIBE YOUR USER FEE STRUCTURE AND ANY ACCOMMODATIONS MADE TO ADDRESS ACCESS ISSUES FOR LOW INCOME INDIVIDUALS AND FAMILIES.

600 characters (with spaces) The program offers a subsidized labor rate to make the services affordable. The homeowner only has to pay one third of the costs upfront and has three months to pay off the rest of the job costs once work is finished. We work out flexible payment plans for homeowners who cannot pay off the balance in three months.

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**28. DEMOGRAPHICS**

Complete the following chart for unduplicated participants served by this program in 2009. Indicate the number and percentage for the following characteristics. For new programs, please estimate projected participant numbers and descriptors.

PARTICIPANT DESCRIPTOR	#	%	PARTICIPANT DESCRIPTOR	#	%
<b>TOTAL</b>	193	100%	<b>AGE</b>		
MALE	64	33%	<2	0	0%
FEMALE	129	67%	2 - 5	11	6%
UNKNOWN/OTHER		0%	6 - 12	0	0%
			13 - 17	0	0%
			18 - 29	20	10%
			30 - 59	52	27%
			60 - 74	90	47%
			75 & UP	20	10%
			<b>TOTAL AGE</b>	193	100%
			<b>RACE</b>		
			WHITE/CAUCASIAN	146	76%
			BLACK/AFRICAN AMERICAN	23	12%
			ASIAN	4	2%
			AMERICAN INDIAN/ALASKAN NATIVE	0	0%
			NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	0	0%
			MULTI-RACIAL:	4	2%
			Black/AA & White/Caucasian	4	100%
			Asian & White/Caucasian	0	0%
			Am Indian/Alaskan Native & White/Caucasian	0	0%
			Am Indian/Alaskan Native & Black/AA	0	0%
			BALANCE/OTHER	16	8%
			<b>TOTAL RACE</b>	193	100%
			<b>ETHNICITY</b>		
			HISPANIC OR LATINO	13	7%
			NOT HISPANIC OR LATINO	180	93%
			<b>TOTAL ETHNICITY</b>	193	100%
			<b>PERSONS WITH DISABILITIES</b>	0	0%
			<b>RESIDENCY</b>		
			CITY OF MADISON	193	100%
			DANE COUNTY (NOT IN CITY)	0	0%
			OUTSIDE DANE COUNTY	0	0%
			<b>TOTAL RESIDENCY</b>	193	100%

Note: Race and ethnic categories are stated as defined in HUD standards



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**29. PROGRAM OUTCOMES**

Number of unduplicated individual participants served during 2009.	193
Total to be served in 2011.	100

Complete the following for each program outcome. No more than two outcomes per program will be reviewed.

If applying to OCS, please refer to your research and/or posted resource documents if appropriate.

Refer to the instructions for detailed descriptions of what should be included in the table below.

Outcome Objective # 1: Homeowners who participate in the program will live in homes that are improved through repairs and rehabilitation. All work will conform to minimum housing codes and HQS.

Performance Indicator(s): Number of households receiving services respond with a satisfactory rating on their customer satisfaction survey.

Proposed for 2011:	Total to be considered in	<input type="text" value="100"/>	Targeted % to meet perf. measures	<input type="text" value="100%"/>
	perf. measurement		Targeted # to meet perf. measure	100
Proposed for 2012:	Total to be considered in	<input type="text" value="100"/>	Targeted % to meet perf. measures	<input type="text" value="100%"/>
	perf. measurement		Targeted # to meet perf. measure	100

Explain the measurement tools or methods: 1) The total number of homes served. 2) A customer satisfaction survey for all past clients every year to determine areas for improvement.

Outcome Objective # 2:

Performance Indicator(s):

Proposed for 2011:	Total to be considered in	<input type="text"/>	Targeted % to meet perf. measures	<input type="text"/>
	perf. measurement		Targeted # to meet perf. measure	0
Proposed for 2012:	Total to be considered in	<input type="text"/>	Targeted % to meet perf. measures	<input type="text"/>
	perf. measurement		Targeted # to meet perf. measure	0

Explain the measurement tools or methods: 1) The total number of homes served. 2) Final inspections for HQS and City minimum housing codes for work items. 3) A customer satisfaction survey for all past clients every year to determine areas for improvement.

**1. AGENCY CONTACT INFORMATION**

Organization	PROJECT HOME, INC.		
Mailing Address	1966 S. STOUGHTON RD, MADISON, WI 53716		
Telephone	608-246-3737		
FAX	608-246-3722		
Admin Contact	JANIS REEK janr@projecthomewi.org		
Financial Contact	DAWN NELSON dawnn@projecthomewi.org		
Website	www.projecthomewi.org		
Email Address	janr@projecthomewi.org		
Legal Status	Private: Non-Profit		
Federal EIN:	39-1279307		
State CN:			
DUNS #	76135748		

**2. CONTACT INFORMATION**

A	City of Madison Minor Home Repair Program		
	Contact:	JANIS REEK	Phone: 246-3737 Email: janr@projecthomewi.org
B	Prairie Crossing		
	Contact:	JANIS REEK	Phone: 246-3737 Email: janr@projecthomewi.org
C	Program C		
	Contact:		Phone: Email:
D	Program D		
	Contact:		Phone: Email:
E	Program E		
	Contact:		Phone: Email:
F	Program F		
	Contact:		Phone: Email:
G	Program G		
	Contact:		Phone: Email:
H	Program H		
	Contact:		Phone: Email:
I	Program I		
	Contact:		Phone: Email:
J	Program J		
	Contact:		Phone: Email:
K	Program K		
	Contact:		Phone: Email:
L	Program L		
	Contact:		Phone: Email:

3. AGENCY REVENUE DETAILED BY PROGRAM

REVENUE SOURCE	2009 ACTUAL	2010 BUDGET	2011 PROPOSED	2011 PROPOSED PROGRAMS			
				A	B	C	D
DANE CO HUMAN SVCS		0	0	0	0	0	0
DANE CO CDBG	221,967	612,437	312,000	0	0	0	0
MADISON-COMM SVCS	13,816	13,184	21,352	0	21,352	0	0
MADISON-CDBG	160,000	160,000	160,000	160,000	0	0	0
UNITED WAY ALLOC	0	0	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0	0	0
OTHER GOVT	7,959,600	9,772,032	10,065,200	0	0	0	0
FUNDRAISING DONATIONS	82,427	101,500	101,500	0	0	0	0
USER FEES	304,334	132,232	132,232	52,000	0	0	0
OTHER	33,163	184,333	178,500	0	0	0	0
TOTAL REVENUE	8,775,307	10,975,718	10,970,784	212,000	21,352	0	0

REVENUE SOURCE	2011 PROPOSED PROGRAMS CONT.						
	E	F	G	H	I	J	K
DANE CO HUMAN SVCS	0	0	0	0	0	0	0
DANE CO CDBG	0	0	0	0	0	0	0
MADISON-COMM SVCS	0	0	0	0	0	0	0
MADISON-CDBG	0	0	0	0	0	0	0
UNITED WAY ALLOC	0	0	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0	0	0
OTHER GOVT	0	0	0	0	0	0	0
FUNDRAISING DONATIONS	0	0	0	0	0	0	0
USER FEES	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0
TOTAL REVENUE	0	0	0	0	0	0	0

REVENUE SOURCE	2011 PROPOSED PROGRAMS CONT.						Non-City
	L						
DANE CO HUMAN SVCS	0						0
DANE CO CDBG	0						312,000
MADISON-COMM SVCS	0						0
MADISON-CDBG	0						0
UNITED WAY ALLOC	0						0
UNITED WAY DESIG	0						0
OTHER GOVT	0						10,065,200
FUNDRAISING DONATIONS	0						101,500
USER FEES	0						80,232
OTHER	0						178,500
TOTAL REVENUE	0						10,737,432

**AGENCY ORGANIZATIONAL PROFILE**

**4. AGENCY MISSION STATEMENT**

600 characters (with spaces) Project Home has been committed to improving the quality and affordability of housing for low to moderate income individuals and families in Dane and Green counties for over 35 years. We provide weatherization to eligible home owners and renters, major home rehabilitation programs, accessibility modifications, and affordable home repairs. We also sponsor three annual volunteer events and operate two apartment communities, 48-unit Prairie Crossing for low income families and 23-unit Rodney Scheel House for people living with HIV/AIDS.

**5. AGENCY EXPERIENCE AND QUALIFICATIONS**

6000 characters (with spaces) Project Home has built a solid reputation of excellence in helping those in need maintain the American dream of homeownership. Our largest program is the State of Wisconsin Low Income Weatherization Program. We conduct energy audits and provide services to reduce energy use, save money, and increase comfort. Project Home also operates a City of Madison minor home repair program, a Dane County minor home rehabilitation grant program, two major home rehabilitation programs featuring 0% interest loans, lead hazard control and abatement, two Madison housing communities that benefit low income families and individuals living with HIV/AIDS. Project Home is the lead agency for the five county South Central Wisconsin Neighborhood Stabilization Program Consortium. We do all of this in conjunction with our funding partners to help homeowners keep their current homes in working order, utility expenses affordable, and in turn, preserve our neighborhoods. We also work to rejuvenate neighborhoods for individuals and families who otherwise would run out of housing options. Project Home is led by a dynamic Executive Director. Denise Matyka was formerly the Executive Director of Community Shares and has been guiding Project Home since 1996. She is responsible for overall administration, operations, programming, and business affairs of the organization. Denise is responsible for an over \$10 million budget, and facilitated strategic planning and needs assessment that resulted in development of a \$2.2 million housing development, owned and managed by Project Home. Many of the employees have been with the agency for several years, and our Finance Director has been with Project Home for 30 years. Volunteers are also an essential component, critical to the success of both fundraising events. Many of our volunteers come from trade professions and can be considered experts in their field. The difficult economy has had a devastating impact on low income families and individuals and having an increasingly negative impact on the lower middle class. Access to safe, energy efficient and affordable housing is a critical issue in Wisconsin. Housing maintenance and utility costs have skyrocketed, forcing many people to make tough decisions in choosing between basic needs. Many low-income individuals in the City of Madison cannot even afford the materials needed to make crucial repairs to their homes, much less the labor it will take to finish the job. Project Home is proud to offer a wide variety of programs and services to our customers.

**6. AGENCY GOVERNING BODY**

How many Board meetings were held in 2009?	6
How many Board meetings has your governing body or Board of Directors scheduled for 2010?	6
How many Board seats are indicated in your agency by-laws?	6

Please list your current Board of Directors or your agency's governing body.

<b>Name</b>	<b>NATALIE ERDMAN</b>			
Home Address	1721 HICKORY DR, MADISON, WI 53705			
Occupation	VP OF LENDING SERVICES			
Representing	FORWARD COMMUNITY INVESTMENT			
Term of Office	2 YEARS	From:	05/2010	To: 05/2012
<b>Name</b>	<b>MATTHEW FRIEDLANDER</b>			
Home Address	4130 MEYER AVE, MADISON, WI 53711			
Occupation	VP OF ENGINEERING			
Representing	RENEW AIRE, LLC			
Term of Office	2 YEARS	From:	05/2010	To: 05/2012
<b>Name</b>	<b>CAROLYN PARHAM</b>			
Home Address	6742-A PARK RIDGE DR, MADISON, WI 53719			
Occupation	EXECUTIVE DIRECTOR			
Representing	DANE COUNTY HOUSING AUTHORITY			
Term of Office	2 YEARS	From:	05/2010	To: 05/2012
<b>Name</b>	<b>PAUL DOMBROWSKI</b>			
Home Address	136 PLEASANT OAK CT, OREGON, WI 53577			
Occupation	ATTORNEY			
Representing	GODFREY & KAHN, S.C.			
Term of Office	1 YEAR	From:	05/2010	To: 05/2011
<b>Name</b>	<b>KARYN KNAAK</b>			
Home Address	3228 PATTY LANE, MIDDLETON, WI 53562			
Occupation	VP OF COMMERCIAL REAL ESTATE			
Representing	U.S. BANK			
Term of Office	1 YEAR	From:	05/2010	To: 05/2011
<b>Name</b>	<b>DAVE BECK-ENGEL</b>			
Home Address	921 BURNING WOOD WAY, MADISON, WI 53704			
Occupation	VP OF FIELD OPERATIONS			
Representing	J.H. FINDORFF & SON			
Term of Office	1 YEAR	From:	05/2010	To: 05/2011
<b>Name</b>	<b>AMY KELL</b>			
Home Address	222 FRIGATE DR, MADISON, WI 53705			
Occupation	PRESIDENT			
Representing	KELL CONSULTING, LLC			
Term of Office	1 YEAR	From:	05/2010	To: 05/2011
<b>Name</b>				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy

AGENCY GOVERNING BODY cont.

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

AGENCY GOVERNING BODY cont.

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

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Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From: mm/yyyy

To: mm/yyyy

## 7. STAFF-BOARD-VOLUNTEER DEMOGRAPHICS

Indicate by number the following characteristics for your agency's current staff, board and volunteers.

Refer to application instructions for definitions. You will receive an "ERROR" until completing the demographic information.

DESCRIPTOR	STAFF		BOARD		VOLUNTEER	
	Number	Percent	Number	Percent	Number	Percent
<b>TOTAL</b>	63	100%	7	100%	550	100%
<b>GENDER</b>						
MALE	41	65%	3	43%	270	49%
FEMALE	22	35%	4	57%	280	51%
UNKNOWN/OTHER	0	0%	0	0%	0	0%
TOTAL GENDER	63	100%	7	100%	550	100%
<b>AGE</b>						
LESS THAN 18 YRS	0	0%	0	0%	20	4%
18-59 YRS	62	98%	6	86%	490	89%
60 AND OLDER	1	2%	1	14%	40	7%
TOTAL AGE	63	100%	7	100%	550	100%
<b>RACE*</b>						0
WHITE/CAUCASIAN	61	97%	6	86%	500	91%
BLACK/AFRICAN AMERICAN	2	3%	1	14%	49	9%
ASIAN	0	0%	0	0%	1	0%
AMERICAN INDIAN/ALASKAN NATIVE	0	0%	0	0%	0	0%
NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	0	0%	0	0%	0	0%
MULTI-RACIAL:	0	0%	0	0%	0	0%
Black/AA & White/Caucasian	0	0%	0	0%	0	0%
Asian & White/Caucasian	0	0%	0	0%	0	0%
Am Indian/Alaskan Native & White/Caucasian	0	0%	0	0%	0	0%
Am Indian/Alaskan Native & Black/AA	0	0%	0	0%	0	0%
BALANCE/OTHER	0	0%	0	0%	0	0%
TOTAL RACE	63	100%	7	100%	550	100%
<b>ETHNICITY</b>						
HISPANIC OR LATINO	5	8%	0	0%	29	5%
NOT HISPANIC OR LATINO	58	92%	7	100%	521	95%
TOTAL ETHNICITY	63	100%	7	100%	550	100%
<b>PERSONS WITH DISABILITIES</b>	0	0%	0	0%	0	0%

\*These categories are identified in HUD standards.



8. AGENCY EXPENSE BUDGET

This chart describes your agency's total expense budget for 3 separate years.

Where possible, use audited figures for 2009 Actual. The 2010 Budget and 2011 Proposed Budget will autofill from information you provided elsewhere in the application.

Account Description	2009 ACTUAL	2010 BUDGET	2011 PROPOSED
<b>A. PERSONNEL</b>			
Salary	2,271,450	3,042,896	3,096,103
Taxes	309,620	414,776	422,028
Benefits	532,547	713,414	725,889
<b>SUBTOTAL A.</b>	<b>3,113,617</b>	<b>4,171,086</b>	<b>4,244,020</b>
<b>B. OPERATING</b>			
All "Operating" Costs	1,093,305	706,529	722,240
<b>SUBTOTAL B.</b>	<b>1,093,305</b>	<b>706,529</b>	<b>722,240</b>
<b>C. SPACE</b>			
Rent/Utilities/Maintenance	282,635	269,531	276,592
Mortgage (P&I) / Depreciation / Taxes	0	0	0
<b>SUBTOTAL C.</b>	<b>282,635</b>	<b>269,531</b>	<b>276,592</b>
<b>D. SPECIAL COSTS</b>			
Assistance to Individuals	4,142,142	5,249,191	5,640,000
Subcontracts, etc.	46,653	579,381	87,932
Affiliation Dues	0	0	0
Capital Expenditure	0	0	0
Other:	0	0	0
<b>SUBTOTAL D.</b>	<b>4,188,795</b>	<b>5,828,572</b>	<b>5,727,932</b>
<b>SPECIAL COSTS LESS CAPITAL EXPENDITURE</b>	<b>4,188,795</b>	<b>5,828,572</b>	<b>5,727,932</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>8,678,352</b>	<b>10,975,718</b>	<b>10,970,784</b>
<b>E. TOTAL CAPITAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>

9. PERSONNEL DATA: List Percent of Staff Turnover

6.5%

Divide the number of resignations or terminations in calendar year 2009 by total number of budgeted positions.

Do not include seasonal positions. Explain if you had a 20% or more turnover rate in a certain staff position/category.

Discuss any other noteworthy staff retention issues, or policies to reduce staff turnover.

600 characters (with spaces)

**10. PERSONNEL DATA: Personnel Schedule**

List each individual staff position by title. Seasonal Employees should be entered at the bottom.

Indicate if the position meets the Living Wage Exception with an asterisk (\*).

Indicate the number of 2011 Proposed Full-Time Equivalents (FTEs) in each staff position, across all agency programs.

Indicate the total salaries for all FTEs in that staff position. Do NOT include payroll taxes or benefits in this table.

Staff Position/Category	2010		2011		Hourly Wage	A FTE	B FTE	C FTE
	Est. FTE	Est. Salary	Proposed FTE	Proposed Salary				
EXECUTIVE DIRECTOR	0.90	80,964	0.90	81,900	43.75	0.04	0.00	0.00
DIRECTOR OF PROGRAMS	1.00	76,440	1.00	77,480	37.25	0.05	0.00	0.00
HUMAN RESOURCES MANAGER	0.80	45,843	0.80	46,675	28.05	0.03	0.00	0.00
OFFICE MANAGER	1.00	42,640	1.00	43,680	21.00	0.04	0.00	0.00
FINANCE MANAGER	1.00	66,560	1.00	67,600	32.50	0.08	0.00	0.00
FINANCE ASSISTANTS	3.00	137,280	3.00	140,400	22.50	0.12	0.00	0.00
OUTREACH SPECIALIST	1.00	49,920	1.00	50,960	24.50	0.06	0.00	0.00
OUTREACH ASSISTANT	0.50	18,720	0.50	19,240	18.50	0.00	0.00	0.00
INTAKE SPECIALIST	1.00	50,960	0.53	52,000	25.00	0.03	0.00	0.00
INTAKE ASSISTANTS	4.00	170,560	3.50	174,720	21.00	0.00	0.00	0.00
PRODUCTION COORDINATOR	1.00	63,086	1.00	64,126	30.83	0.02	0.00	0.00
PRODUCTION ASSISTANTS 1	3.75	163,800	3.75	167,700	21.50	0.00	0.00	0.00
PRODUCTION ASSISTANTS 2	2.00	91,520	2.00	93,600	22.50	0.00	0.00	0.00
RESIDENTIAL ENERGY APPRAISERS	8.00	374,400	8.00	382,720	23.00	0.00	0.00	0.00
RESIDENTIAL ENERGY APPRAISERS/SUPER	2.00	104,000	2.00	106,080	25.50	0.00	0.00	0.00
FIELD SUPERVISOR	1.00	57,200	1.00	58,240	28.00	0.06	0.00	0.00
HOME REPAIR COORDINATOR	1.00	48,880	1.00	49,920	24.00	0.28	0.00	0.00
HOME REPAIR TECHNICIAN 2	1.00	46,800	1.00	47,840	23.00	0.75	0.00	0.00
CREW LEADERS	6.00	274,560	6.00	280,800	22.50	0.00	0.00	0.00
CREW PERSONS	19.00	711,360	19.00	731,120	18.50	0.00	0.00	0.00
RESIDENT SERVICES COORDINATOR	0.50	18,200	0.50	18,720	18.00	0.00	0.50	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
	0.00	0	0.00	0	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>59.45</b>	<b>2,693,693</b>	<b>58.48</b>	<b>2,755,521</b>		<b>1.56</b>	<b>0.50</b>	<b>0.00</b>

**TOTAL PERSONNEL COSTS: 2,755,521**

Seasonal/Project Employee ONLY	Nbr of Weeks	Total Hours	Hourly Wage	Seasonal Earnings	A # HRS	B # HRS	C # HRS
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
	0	0	0.00	0	0.00	0.00	0.00
<b>TOTAL</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

2011 PROPOSED FTEs DISTRIBUTED BY PROGRAM									
D	E	F	G	H	I	J	K	L	Non-City
FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE	FTE
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.86
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.95
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.77
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.96
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.92
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.88
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.94
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.50
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.98
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.75
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.94
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.73
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.25
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.42

D	E	F	G	H	I	J	K	L	Non-City
# HRS	# HRS	# HRS	# HRS	# HRS	# HRS	# HRS	# HRS	# HRS	# HRS
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

ORGANIZATION:

PROJECT HOME, INC.

PROGRAM BUDGET

1. 2010 BUDGETED

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	612,437	83,586	9,358	2,143	517,350
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT	9,772,032	3,748,498	655,731	262,888	5,104,915
FUNDRAISING DONATIONS	101,500	1,650	1,775		98,075
USER FEES	80,232	12,000	0	0	68,232
OTHER	176,724	150,201	26,523		0
<b>TOTAL REVENUE</b>	<b>10,742,925</b>	<b>3,995,935</b>	<b>693,387</b>	<b>265,031</b>	<b>5,788,572</b>

2. 2011 PROPOSED BUDGET

REVENUE SOURCE	SOURCE TOTAL	ACCOUNT CATEGORY			
		PERSONNEL	OPERATING	SPACE	SPECIAL COSTS
DANE CO HUMAN SVCS	0	0	0	0	0
DANE CO CDBG	312,000	42,582	4,767	1,092	263,559
UNITED WAY ALLOC	0	0	0	0	0
UNITED WAY DESIG	0	0	0	0	0
OTHER GOVT*	10,065,200	3,860,956	675,403	270,775	5,258,066
FUNDRAISING DONATIONS	101,500	1,650	1,775	0	98,075
USER FEES	80,232	12,000	0	0	68,232
OTHER**	178,500	151,977	26,523	0	0
<b>TOTAL REVENUE</b>	<b>10,737,432</b>	<b>4,069,165</b>	<b>708,468</b>	<b>271,867</b>	<b>5,687,932</b>

\*OTHER GOVT 2011

Source	Amount	Terms
STATE WEATHERIZATION	9,334,349	
LEAD ABATEMENT	60,000	
NEIGHBORHOOD STABILIZATION	472,751	
STATE HOME PROGRAM	198,100	
	0	
<b>TOTAL</b>	<b>10,065,200</b>	

\*\*OTHER 2011

Source	Amount	Terms
RODNEY SCHEEL HOUSE	41,500	
PRAIRIE CROSSING	115,500	
MISCELLANEOUS	21,500	
	0	
	0	
<b>TOTAL</b>	<b>178,500</b>	