

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

1. **Program Name:** Housing Rehabilitation and Preservation Services
2. **Agency Name:** Operation Fresh Start
3. **Requested Amounts:**           **2011:** \$236,315  
  **2012:** \$236,315                   **Prior Year Level:** \$269,184 through CDBG-R
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 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 checked="" 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)**
  - 1- Provide advanced job training and employment to 5 graduates of the OFS employment/training program
  - 2- Rehabilitate 30 units of existing housing in which the City of Madison has a financial investment

7. **To what extent does the proposal meet the Objectives of the Community Development Program Goals and Priorities for 2011-2012?**

**Staff Comments:** One outcome of Rental Housing Obj. D is to improve the quality of affordable rental housing. This project will meet that goal by improving the quality of housing already assisted with CDBG Office funds. Existing housing is only eligible for funds available through the Housing Development Reserve Fund which are provided outside the summer process. The application anticipated 80% of the work will be dedicated to rental housing and 20% to owner-occupied housing.

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:** Two needs were identified: To rehabilitate, weatherize and preserve existing housing already funded through the CDBG Office and to provide OFS graduate students with real world experience. The pilot program funded with stimulus funds was well received by the non-profit agencies that used it as demonstrated by survey results following each job. 30 projects were undertaken although only 27 were promised. The improved properties will meet or exceed minimum housing code and will have improved energy efficiency.

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:** The number of projects will vary depending on the size of the projects. The application estimates \$1,000 - \$9,000 per project. The application estimates 30 rehab. projects which is a reasonable number.

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:** OFS has constructed or renovated 210 homes and employed and trained 7,000 young people over the life of the organization. The full time staff person dedicated to this program has 9.5 years as an OFS construction supervisor with oversight provided by experienced OFS staff. The OFS board is composed of professionals from a diverse array of housing, youth service and financial fields including real estate, accounting and finance and public safety. The OFS staff team is stable and has many years of experience with the program. The agency has received many national and local awards for program excellence and achievement.

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:** The application does not identify other sources of funding for this specific program. The other non-profit agency property owners will provide the materials for each project.

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:** As an agency, OFS receives revenue from 8 government agencies including the City of Madison as well as the United Way. Each owner agency contracting for services of the graduate crew will supply the materials for each project. Other direct financial support dedicated to this program was not identified. This project will require collaborations with several non-profit housing developers including Madison Area Community Land Trust, Movin' Out, Madison Development Corporation, Independent Living, and Housing Initiatives.

**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 program is designed to help young people from low-income families who were at-risk when they began their tenure with OFS to obtain additional work experience and secure permanent employment and/or apprenticeship opportunities. These workers have received counseling and many services through OFS and their partners to become eligible for participation in this advanced training. All of the housing to be rehabilitated has already been identified as meeting the CDBG goals and is designated as affordable for low income individuals. Some of the property improvements will include accessibility features.

**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 unit cost limits may be an issue depending on the City's previous investment in the property and the cost of the rehab. requested.

**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:** Sites have not been identified but will likely be scattered throughout Madison.

**16. Other comments:**

There is a typographical error in the salary detail of the Agency Overview #10. The total personnel costs should be \$1,035,842 instead of \$2,015,537.

**Questions:**

1. What other funds will be used for this project?
2. The program description only lists CDBG office funds.

**17. Staff Recommendation**

**Not recommended for consideration**

1. According to the Framework, "existing not-for-profit housing is eligible only for funds available through the Housing Development Reserve Fund".
2. This project could be considered for funding through the Housing Reserve Fund which accepts applications on an on-going basis.

**Recommend for consideration**

**Recommend with Qualifications**

**Suggested Qualifications:**