

STAFF REVIEW OF SUBMITTED TRUMAN OLSON NOIs

Name of NOI Submitter _____ PORCHLIGHT

Name of NOI Reviewer _____

NOI Instruction	Completed (yes/no)?	Pros (+)	Cons (-)	Questions/Comments
1. Have the requested components of the Organizational Profile been provided?	YES	Complete		
2a. Have the requested components of the Proposed Program been provided?	YES	24 units of permanent supportive housing, with 14 units for Safe Haven program with daytime services for 15 individuals. Using a portion of the parcel , this proposal would permit other uses on the site.		
2b. Has the submitter demonstrated a need for the Proposed Program?	YES	Cites unmet needs of 440 housing slots with a waiting list of 289 transitional slots in 2007. Cites annual report on Homeless, Consolidated Plan, and Continuum of Care application to Housing and Urban Development (HUD).		14 of the proposed slots are a relocation of an existing inadequate facility.
2c. Has the submitter described how the Proposed Program will be coordinated with other homeless assistance programs in the vicinity of the Truman Olson facility?	YES	Received support from the Homeless Services Consortium, the local coordinating body for agencies and governments providing services to homeless people or prevention of homeless services. Provides extensive list of prospective clients and other collaborations that serve lower income people in general.		
3. Has the submitter documented the buildings or property needed to carry out the proposed program?	YES	Looking for land, not building, which permits greater flexibility on the entire site to accommodate other uses. Proposes energy efficient building in new construction. Location off Park Street would leave room for further commercial development. Preliminary plans suggest two attractive buildings. Porchlight prefers to own the land for long term commitment.	This proposed use would require conditional use approval by the City.	
4a. Have the requested components of Organizational Capacity been provided?	YES	Property manager and staff have many years of experience and have managed a significant number of special needs housing units. Proposed plan to provide support services and security appears to be more than adequate.	Did not include names of proposed on-site managers since Brooks St. facility is the only one that would qualify as comparable. Porchlight does have resident managers in many of their multi-unit buildings to assist property management staff. Did not include interior photographs of existing facilities. Provided references but did not specify the nature of the business relationship.	

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4b. Has the submitter demonstrated the ability to carry out similar programs in the past?	YES	Possesses clear policies and procedures. Vast experience working with homeless individuals, including 164 emergency beds, 47 transitional units and 145 supportive permanent units.		
4c. Has the submitter demonstrated the ability to carry out the Proposed Program?	YES	Offers clear and specific proposal for use of site.		
5a. Have the requested components of the Financial Plan been provided?	YES			
5b. Has the submitter provided a reasonable assumption regarding the cost of the Proposed Program?	YES	Proposed 24-unit building is similar to one recently completed on Pheasant Ridge Trail. Agency has experience dealing with Federal agencies.		City needs to Obtain a more specific estimate of cost/sq.ft., and determine whether proposal includes costs to install utilities on site.
5c. Is the proposed program financially viable?	YES	Describes experience in managing similar building types and programs.		Will HUD and United Way provide required operational support for programming at the facility?
5d. Does the submitter appear to have the financial wherewithal to carry out the program?	YES	Demonstrates track record of securing additional private and public funds. City has already committed \$300,000 for a Safe Haven replacement facility.	Identifies potential sources but not specific process to raise capital funds needed.	