

**2013 STAFF REVIEW OF PROPOSALS FOR
COMMUNITY/NEIGHBORHOOD DEVELOPMENT RESERVE FUNDS**
(Housing Development Funds, Affordable Housing Trust Funds, Facility Acquisition/Rehab Funds, Futures Funds)

1. **Project Name/Title:** Facility Feasibility Study
2. **Agency Name:** Red Caboose Day Care Center, Inc
3. **Requested Amount:** \$20,000
4. **Project Type:** New Continuing
5. **Framework Plan Objective Most Directly Addressed by Proposed Activity:**
FUTURES FUND RESERVE - Projects that help a non-profit community agency conduct a feasibility study while also addressing one of the Community Development objectives. Proposal also addresses Outcome Objective K - Physical Improvement of Community Service Facilities
6. **Product/Service Description:**
Red Caboose has assembled a development team of consultants who can complete a feasibility study that will assist them in selecting a new site for the daycare center that will provide for sustainable and long term growth of the daycare program.
7. **Anticipated Accomplishments (Numbers/Type/Outcome):**
1 Feasibility Study that will guide the future growth of the Red Caboose Program
8. **Staff Review:**
There is an increased need for quality, affordable daycare within the downtown area. Red Caboose is looking to meet this need by relocating their existing daycare site to a larger location in the downtown area. Red Caboose is considering adding two additional classrooms, serving an additional 20-40 children. This feasibility study will explore the financial impact of such a decision.
- Before embarking on an expansion of its existing facility or the development of a new site, it is important that Red Caboose undertake a planning process that explores the organizations capacity, resources and strategic direction; the facility needs and priorities; the available opportunities for a new site; and the financial resources available and strategy for raising those funds.
- Red Caboose began studying this issue in spring 2013. They assembled a team of consultants who have been working with them on pre-design and capacity building process for a new facility. Red Caboose is applying for funds to pursue Phase II of this planning process.
- Red Caboose has identified one possible site at 600 Williamson Street. This study will assist with the analysis of issues and concerns related to this site and if this site is not appropriate, then the study will focus on identifying alternate sites.
- Red Caboose is a high quality daycare and meets City standards.
- Red Caboose meets the HUD requirement of serving a minimum of 51% low and moderate income families through their site daycare.
- The Futures Fund is available for this type of project.
- Total Cost/Total Beneficiaries Equals:**
CD Office Funds/CD-Eligible Beneficiaries Equals:
CD Office Funds as Percentage of Total Budget:
9. **Staff recommendation:** Fund at \$20,000