

ORGANIZATION:

Community Development Authority of the City of Madison

PROGRAM/LETTER:

B Truax Park Redevelopment Phase 2

OBJECTIVE STATEMENTS:

1.1 Housing Supply

REQUESTED AMOUNT:

\$280,000

DESCRIPTION OF PROJECT

1. NEED FOR PROJECT: Please identify local community need, including the gap in the housing market you are addressing.

The proposed development will address the need for permanent supportive housing for very low income individuals that have experienced homelessness or are at a high risk of homelessness. The newly constructed, eight (8), one bedroom, apartments will have project based rental assistance allowing residents to pay rent equal to 30% of their income. All residents will receive the supportive services they needed. Supportive services including full case management will be included in the rent.

2. PROJECT DESCRIPTION: Please provide an overview of the project, including whether project is acquisition, rehab and/or new construction, type, and size of units created. Describe the impact of your project. How does this project meet the CDD Objective 1.1 Housing Supply, and address those priorities and strategies?

The subject development is part of the CDA's redevelopment of Truax Park Apts, a 20 acre site that currently houses 151 low income households as well as the East Madison Community Center. The CDA completed the renovation of 71 public housing units in the first phase and is now commencing Phase 2. Phase 2 includes the construction of 48 new apartments. Forty (40) are public housing replacement units and eight (8) will be built to address the need for permanent supportive housing for individuals experiencing homelessness. By combining the two types of housing, affordable housing tax credits can be used to pay a significant part of the development costs for the 8 permanent supportive units. That small of a development is not generally able to support the complexity and cost of an affordable tax credit transaction. The requested funding will assist with the cost of building eight, energy efficient, accessible, one bedroom apartments of approximately 450 s.f. While the CDA will finance and construct the building, Porchlight will operate and manage the building and provide supportive services. The CDA's allocation of project based section 8 vouchers will provide sufficient income for Porchlight to provide supportive services. The impact is the provision of affordable housing with supportive services to address the housing needs of individuals that are often difficult to keep in stable housing.

3. PROPOSED PROJECT GOALS: Please provide the total number of units in the project, the number of affordable units created by CMI level, and the number of unduplicated households served by the assisted units.

There are eight total units all of which will be affordable to people from 0% to 50% of AML. There will be eight unduplicated households served by the assisted units

4. SERVICES INCLUDED IN PROPOSED PROJECT: Please describe any services (such as case management), provided to the residents in this project, including those that are disability related.

If services are ongoing, please describe the content and frequency.

Every resident will receive case management. A case manager will complete a needs assessment for each resident to determine the frequency and duration of visits. In addition, an Individual Service Plan will be created and updated every six months by the case manager for every resident. Participants will be taught necessary daily living skills and will receive referrals to existing programming.

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5. LOCATION: Please identify the specific site or target neighborhood(s), assessment of the market conditions of the neighborhood, the response of the neighborhood and the alderperson of the proposed project. If a specific site has not been identified, what criteria do you use to assess the appropriateness of a site and neighborhood for an assisted project?

Truax Park Apartments is located at 9 Straubel Court. It is bordered by Straubel Street, Wright Street, and Anderson Street. The development is in the Carpenter Ridgeway Neighborhood and is across Anderson Street from Madison College's east campus. There have been multiple meeting with the residents of Truax Park Apartments and the Truax Neighborhood Association. While, there has been a lot of discussion about the development there has been little vocal opposition to the eight permanent supportive apartments. The alder has not voiced opposition to the permanent supportive housing at Truax Park.

6. POPULATION SERVED: Please describe the target population in terms of preferences to a specific population (e.g., families, individuals with a disability, homeless) or any other unique characteristic.

The target population is single adults that have experienced chronic homelessness

7. COORDINATION: Please describe how you coordinate your project with other community groups or agencies.

Porchlight will operate and manage the building and will use their significant expertise in providing shelter, transitional housing and permanent supportive housing to coordinate services for the residents.

8. VOLUNTEERS: Please describe how volunteers will be utilized in your project.

Volunteers will not play a significant role

9. Number volunteers utilized in 2013?

0

Number of volunteer hours utilized in 2013?

0

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10. DEVELOPMENT EXPERIENCE & CAPACITY: 1) Please describe your agency's affordable housing development experience, and the qualifications of proposed project staff; 2) How many affordable units of housing has your agency developed? 3) Describe all other development projects currently planned, underway and/or not fully complete or rented; 4) Describe the role of any co-developers and/or partner organizations, if any.

The CDA has developed four affordable housing development using affordable housing tax credits. The four development contain 274 apartments. The majority of the apartments are for low and very low income households. In addition, the CDA operates 886 apartments for very low income households through the Low Rent Public Housing Program. The portfolio contains a mix of units types from efficiency to five bedroom apartments and houses many elderly and disabled people that are at a high risk of homelessness if not for the CDA housing. Natalie Erdman is the project manager for the subject development. She has close to 20 years of experience developing affordable housing and has successfully completed hundreds of affordable housing units. Porchlight brings more than 25 years of experience in housing individuals that are experiencing homelessness. They are currently operating approximately 18 facilities including shelter, transitional housing, and permanent supportive housing. Their experience as a developer, operator and service provider will inform the design and construction of the permanent supportive housing at Truax Park.

11. FINANCIAL CAPACITY: Please describe the financial capacity of your agency to secure financing necessary to complete your proposed project, and past performance that will contribute to the success of the proposed program.

Within the past four years, the CDA has successfully financed the development and construction of two affordable housing developments of 50 or more units. Each transaction was comparable or greater to Truax Phase 2 total development cost. While many of the CDA's resources are restricted or illiquid its financial statements show assets in excess of liabilities of \$32 Million. In addition, its position relationship with the City of Madison give investors and lenders additional comfort. Letters of intent have been negotiated and signed with a tax credit investor and a construction lender. In addition, a FHLBB Affordable Housing Grant in the amount of \$288,000 has been committed. The requested financing is the last piece of the capital necessary to finance the proposed development.

12. PROPERTY MANAGEMENT EXPERIENCE & PLAN: 1) Describe the experience & qualifications of the agency/property management company for the proposed project including maintaining property standards, ongoing compliance and annual reporting requirements in accordance with contract requirements and/or federal regulations; 2) How many rental units does your agency/property management company currently manage?

Porchlight will manage the permanent supportive housing at Truax. Porchlight has been involved in the operation of housing for individuals experiencing homelessness for more than 25 years. They currently manage housing in approximately 18 locations ranging in size from 4 to 24 units. A significant number of their properties are comparable to the proposed housing. Porchlight manages approximately 126 apartments and facilities with a total of 130 beds.

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13. BARRIERS: How will this project address barriers to housing experienced by your target population(s)?

e.g., affordability, accessibility, access to transportation, employment opportunities, education, etc.

Affordability will be addressed through the use of Project Based Section 8 vouchers on all units. All units will be accessible. Two bus stop exists on site. The operating budget includes funding for bus passes. Employment opportunities, health care, education, etc. will be coordinated by the case manager. East Madison Community Center is on the site and provides access to a wide range of services including peer groups, food pantry and computers. JFF also has an office on site and can provide additional support for residents of the permanent supportive housing.

14. OUTREACH PLAN: Please briefly describe your a) affirmative marketing strategy, b) tenant selection plan

c) tenant participation plan, and any other strategies to engage your intended population.

Porchlight is the largest provider of services to homeless persons in Dane County. Tenants for this program will be selected from Porchlight's waiting list for housing. A tenant selection plan will be created by Porchlight and approved by the CDA. The tenant selection plan will include but not be limited to the target population and income levels, policies to comply with Fair Housing and Civil Rights Acts, screening process, eligibility, occupancy standards, rejection criteria, and rejection procedures. Porchlight exists not just to provide shelter and low cost housing, but to help people build stable independent lives by acquiring life skills and job skills. Porchlight will operate the supportive housing in accordance with its mission of providing shelter, housing, supportive services and a sense of community in ways that empower residents and program participants to positively shape their lives.

15. RISK: Please describe the level of financial risk your agency will be taking with this project.

The CDA will be providing guaranties to the tax credit investor including but not limited to guarantying completion of construction on time and on budget, timely delivery of tax credits, and payment of operating deficits. The CDA will also provide a guaranty of the construction loan.

16. STAFF: Project Staff: List Staff Titles, FTE (% or fraction of 1.0) dedicated to this project and describe qualifications for project staff.

Staff Title	FTE	Credentials/Qualifications
Case Manager		Staffing details are still being determined
Accounting Staff		
Property Manager		
Compliance Staff		

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17. PARTICIPANT INCOME LEVELS:

Indicate the number of households at each income level that this project would serve in 2015.

Income Level for 2015	Number of Households
Over 80% county median income	0
61% - 80% county median income	0
51% - 60% county median income	0
30% - 50% county median income	0
Less than 30% of county median income	0
Total households to be served	0

16. Indicate the number of households at each income level that this project would serve in 2016.

Income Level for 2016	Number of Households
Over 80% county median income	0
61% - 80% county median income	0
51% - 60% county median income	0
30% - 50% county median income	8
Less than 30% of county median income	0
Total households to be served	8

18. AGENCY COST ALLOCATION PLAN: If you plan to include a portion of indirect costs in your project budget, describe the method your agency uses to determine indirect cost allocations in your project.

NA

19. PROJECT ACTIVITIES: Describe activities/benchmarks by month/year to illustrate how your project will be implemented. At a minimum, please include: site control, financing secured, acquisition, start of construction/rehab, end of construction/rehab, available for occupancy, 100% occupancy, submission of completion report/final draw request.

Activity Benchmark	Est. Month/Year of Completion
Site Control	Done
Letter of Intent for Equity and Construction Loan	Done
Affordable Housing Program Grant	Done
Land Use Approvals	Aug-14
Close Tax Credit Equity and Construction Loan and Commence Construction	Sep-14
Complete Construction available for occupancy	Sep-15
Final Draw	Nov-15
Complete Lease Up	Jan-16

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20. DEMOGRAPHICS

Complete the following chart for unduplicated participants served by your agency's rental program in 2013. Indicate the number and percentage by the following characteristics. For new projects, please identify projected participant numbers and descriptors.

DESCRIPTOR	Part. #	Part. %	Staff #	Staff %	DESCRIPTOR	Part. #	Part. %	Staff #	Staff %
TOTAL	ERROR	0%	0	0%	RESIDENCY				
MALE	0	0%	0	0%	CITY OF MADISON	1305	0%		
FEMALE	0	0%	0	0%	DANE COUNTY (NOT IN CITY)	0	0%		
UNKNOWN/OTHER	0	0%	0	0%	OUTSIDE DANE COUNTY	0	0%		
					TOTAL RESIDENCY	1305	0%		
					AGE				
					<2	0	0%		
					2 - 5	0	0%		
					6 - 12	0	0%		
					13 - 17	0	0%		
					18 - 29	0	0%		
					30 - 59	0	0%		
					60 - 74	0	0%		
					75 & UP	0	0%		
					TOTAL AGE	0	0%		
					RACE				
					WHITE/CAUCASIAN	677.3	0%	0	0%
					BLACK/AFRICAN AMERICAN	504.1	0%	0	0%
					ASIAN	117.6	0%	0	0%
					AMERICAN INDIAN/ALASKAN NATIVE	0	0%	0	0%
					NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER	4	0%	0	0%
					MULTI-RACIAL:	0	0%	0	0%
					Black/AA & White/Caucasian	0	0%	0	0%
					Asian & White/Caucasian	0	0%	0	0%
					Am Indian/Alaskan Native & White/Caucasian	0	0%	0	0%
					Am Indian/Alaskan Native & Black/AA	0	0%	0	0%
					BALANCE/OTHER	0	0%	0	0%
					TOTAL RACE	1303	0%	0	0%
					ETHNICITY				
					HISPANIC OR LATINO	65	0%	0	0%
					NOT HISPANIC OR LATINO	-65	0%	0	0%
					TOTAL ETHNICITY	0	0%	0	0%
					PERSONS WITH DISABILITIES	0	0%	0	0%

Part. = Participant

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

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21. PROJECT OUTCOMES

Number of unduplicated individual participants served during 2013:

Total to be served in 2015:

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

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

Outcome Objective # 1:

Expand the supply of affordable rental housing with supportive services for homeless persons

Performance Indicator(s):

Completion of 8 units of housing with supportive services for persons experiencing homelessness or at a high risk of homelessness

Proposed for 2015:

Total to be considered in

perf. measurement

Targeted % to meet perf. measures Targeted # to meet perf. measure

Proposed for 2016:

Total to be considered in

perf. measurement

Targeted % to meet perf. measures Targeted # to meet perf. measure

Explain the measurement
tools or methods:

Outcome Objective # 2:

Performance Indicator(s):

Proposed for 2015:

Total to be considered in

perf. measurement

Targeted % to meet perf. measures Targeted # to meet perf. measure

Proposed for 2016:

Total to be considered in

perf. measurement

Targeted % to meet perf. measures Targeted # to meet perf. measure

Explain the measurement
tools or methods:

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22. INCOME & RENTS: Provide the following information for rental housing projects (list each address with unit number separately).

Address/Unit Number	# Bedrooms	Req. Amount of CD \$	Proj. Income Category*	Proj. Monthly Unit Rent	Utility Allowance \$
9 Straubel Court (all 8 apartments) PBV Rent	1	280,000	31-50%	653	99
9 Straubel Court (all 8 units) Tenant Rent	1	280,000	31-50%	30% of Income	

*Less than or equal to 30% CMI, 31-50% CMI, 51-60% CMI, 61-80% CMI, >80% CMI

23. PROJECT FEATURES:

Identify if your project includes any of the following features (Check all that apply):

- Incorporates accessibility features
- Incorporates energy efficiency features
- Involves lead paint removal
- Involves asbestos removal
- Incorporates long term affordability restrictions greater than that required by the HOME rules

X
X

24. SCOPE OF WORK: For projects that include rehabilitation, describe the scope of work for this project, including plans to incorporate accessibility features, energy efficiency features, and lead paint and/or asbestos removal. How much is the estimated rehab/construction costs per unit?

NA

25. CHDO: When were you last certified as a Community Housing Development Organization?

26. MATCH: Please describe the amount and source of non-federal matching funds that you propose to utilize for this project.

The CDA will contribute the land. Equity of \$1,185,000 and Affordable Housing Grant of \$48,000.

27. FUNDS NEEDED: Please describe the financial plan for this project, including the amount and percent of developer equity proposed and any other proposed or committed funds, as described in question #1 Capital Budget pro-forma.

Why are CDD funds needed and how will you ensure the project will be financially viable?

The financial plan includes the sale of tax credits for equity of \$1,185,000, an Affordable Housing Program Grant of \$48,000 and subordinated note for the value of the land to be transferred to the LLC that will own the property. The financial viability of the development is driven by the provision of 8 Project Based Section 8 vouchers that will provide sufficient revenue to operate the property

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28. REAL ESTATE PROJECT DATA SUMMARY:

Enter the site address (or addresses) for the proposed project and answer the identified questions by column for each address site.

	# of Units Prior to Purchase	# of Units Post- Project	# Units Occupied	# Tenants to be Displaced	Appraised Value Current	Appraised Value Post-Project	Purchase Price	Accessible Current?	Post-Project Accessible?
Address: 9 Straubel Court	0	8	0	0	0	TBD	NA	No	Yes
Address:									
Address:									
Address:									
Address:									
Address:									

If no specific site has been identified, use the average of the high-low range or your best estimate of costs.

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1. CAPITAL BUDGET

Enter the proposed project capital budget. Identify the fund source and terms and whether the funds have been already committed or are proposed. Place a C next to source if funds have already been committed and a P next to source if the fund source is proposed. Ex.: Acquisition: \$300,000 HOME (P), \$100,000 from CDBG (P), \$200,000 from Anchor Bank @5% interest/15 years (C).

Acquisition Costs:

Acquisition

Title Insurance and Recording

Appraisal

Predvlpmt/feasibility/market study*

Survey

Marketing*

Relocation

Lead BP Assessment

Other (List)

Demolition

Construction:

Construction Costs

Soils/Site Preparation

Construction Mgmt

Landscaping, Play Lots, Signage

Construction Interest

Permits; Print Plans/Specs

Other (List)

Construction Loan Origination

Fees:

Architect

Engineering

Accounting*

Legal*

Development Fee*

Leasing Fee*

Other (List)

Tax Credit Fees

Project Contingency:**Furnishings:****Reserves Funded from Capital:**

Operating Reserve

Replacement Reserve

Maintenance Reserve

Vacancy Reserve

Lease Up Reserve

Other: (List)

Park Fees

TOTAL COSTS:

TOTAL	Amount	Source/Terms**	Amount	Source/Terms**
7,000				
2,500	2,500	Tax Credit Equity		
1,100	1,100	Tax Credit Equity		
1,200	1,200	Tax Credit Equity		
2,200	2,200	Tax Credit Equity		
0	0		0	
0	0		0	
0	0		0	
9,000	9,000	Tax Credit Equity		
1,171,000	843,000	Tax Credit Equity	280,000	CDBG Funding/Deferred Loan
23,000	23,000	Tax Credit Equity		
0	0		0	
8,000	8,000	Tax Credit Equity	0	
25,000	25,000	Tax Credit Equity	0	
1,000	1,000	Tax Credit Equity		
15,000	15,000	Tax Credit Equity		
24,000	24,000	Tax Credit Equity	0	
2,000	2,000	Tax Credit Equity		
8,000	8,000	Tax Credit Equity		
12,000	12,000	Tax Credit Equity	0	
132,000	132,000	Tax Credit Equity	0	
0	0		0	
13,000	13,000	Tax Credit Equity		
13,000	13,000	Tax Credit Equity	0	
0	0		0	
31,000	31,000	Tax Credit Equity	0	
0	0		0	
0	0		0	
0	0		0	
0	0		0	
19,000	19,000	Tax Credit Equity	0	
1,520,000	1,185,000		280,000	

If CDD funds are used for items with an asterisk (), the total cost of these items may not exceed 15% of the CDD amount.

**Note: Each amount for each source must be listed separately, i.e., Acquisition: \$30,000 HOME, \$125,000 Capitol Revolving Fund. Identify if grant or loan and terms.

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2. TOTAL PROJECT PROFORMA

Enter total Revenue and Expense information for the proposed project for a 15 year period.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Revenue:						
Gross Income	60,000	61,200	62,424	63,672	64,946	66,245
Less Vacancy/Bad Debt	2,800	2,824	2,848	2,873	2,899	2,925
Income from Non-Residential Use*	0	0	0	0	0	0
Total Revenue	57,200	58,376	59,576	60,799	62,047	63,320
Expenses:						
Office Expenses and Phone	500	510	520	531	541	552
Real Estate Taxes	2,930	2,988	3,048	3,109	3,171	3,234
Advertising, Accounting, Legal Fees	780	796	812	828	844	861
Payroll, Payroll Taxes and Benefits	12,570	12,821	13,078	13,339	13,606	13,878
Property Insurance	1,300	1,326	1,353	1,380	1,407	1,435
Mtc, Repairs and Mtc Contracts	7,000	7,140	7,283	7,428	7,577	7,729
Utilities (gas/electric/fuel/water/sewer)	5,400	5,508	5,618	5,731	5,845	5,962
Property Mgmt	2,860	2,917	2,976	3,035	3,096	3,158
Operating Reserve Pmt	0	0	0	0	0	0
Replacement Reserve Pmt	2,800	2,856	2,913	2,971	3,031	3,091
Support Services	15,000	15,300	15,606	15,918	16,236	16,561
Other (List)						
	0	0	0	0	0	0
	0	0	0	0	0	0
Total Expenses	51,140	52,162	53,206	54,270	55,355	56,462
Net Operating Income	6,061	6,214	6,370	6,529	6,692	6,858
Debt Service:						
First Mortgage	0	0	0	0	0	0
Second Mortgage	0	0	0	0	0	0
Other (List)						
CDBG Deferred Loan	0	0	0	0	0	0
	0	0	0	0	0	0
Total Debt Service	0	0	0	0	0	0
Total Annual Cash Expenses	51,140	52,162	53,206	54,270	55,355	56,462
Total Net Operating Income	6,061	6,214	6,370	6,529	6,692	6,858
Debt Service Reserve	0	0	0	0	0	0
Cash Flow	6,061	6,214	6,370	6,529	6,692	6,858

*Including laundry facilities, vending machines, parking spaces, storage spaces or application fees.

Assumptions

Vacancy Rate	2.0%
Annual Increase	2.0%
Other	

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15
67,570	68,921	70,300	71,706	73,140	74,602	76,095	77,616	79,169
2,951	2,978	3,006	3,034	3,063	3,092	3,122	3,152	3,183
0	0	0	0	0	0	0	0	0
64,618	65,943	67,294	68,671	70,077	71,510	72,973	74,464	75,985

563	574	586	598	609	622	634	647	660
3,299	3,365	3,432	3,501	3,571	3,642	3,715	3,790	3,865
878	896	914	932	951	970	989	1,009	1,029
14,156	14,439	14,728	15,022	15,323	15,629	15,942	16,261	16,586
1,464	1,493	1,523	1,554	1,585	1,616	1,649	1,682	1,715
7,883	8,041	8,202	8,366	8,533	8,704	8,878	9,055	9,236
6,081	6,203	6,327	6,453	6,583	6,714	6,849	6,985	7,125
3,221	3,285	3,351	3,418	3,486	3,556	3,627	3,700	3,774
0	0	0	0	0	0	0	0	0
3,153	3,216	3,281	3,346	3,413	3,481	3,551	3,622	3,695
16,892	17,230	17,575	17,926	18,285	18,651	19,024	19,404	19,792

0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
57,591	58,743	59,918	61,116	62,339	63,586	64,857	66,154	67,477
7,027	7,200	7,375	7,555	7,738	7,925	8,115	8,310	8,508

0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0

0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0
57,591	58,743	59,918	61,116	62,339	63,586	64,857	66,154	67,477
7,027	7,200	7,375	7,555	7,738	7,925	8,115	8,310	8,508
0	0	0	0	0	0	0	0	0
7,027	7,200	7,375	7,555	7,738	7,925	8,115	8,310	8,508

