

Application for Neighborhood and Community Development Funds

Applications should be submitted electronically to cdbg@cityofmadison.com by 12:00 p.m. on the first Friday of the month and will be reviewed by the CDBG Committee on the first Thursday of the following month.

Program Title:	<u>Kitchen & Housing</u>	Amount Requested:	<u>\$200,000</u>
Agency :	<u>Porchlight, Inc.</u>	Tax ID/EIN/FEIN:	<u>39-2579521</u>
Address:	<u>306 North Brooks St., Madison 53715</u>	DUNS #:	<u>608303822</u>
Contact Person:	<u>Steven J. Schooler</u>	Telephone:	<u>608-257-2534</u>
Email:	<u>schooler@tds.net</u>	Fax:	<u>608-257-2507</u>

- 1. Program Abstract:** Provide an overview of the project. Identify the community need to be addressed. Summarize the program's major purpose in terms of need to be addressed, the goals, procedures to be utilized, and the expected outcomes. Limit response to 150 words.

Homelessness, particularly for single adults continues to be a pressing problem. The most recent Point-In Time survey found 360 single adults in shelter (including transitional housing) and 92 unsheltered. Almost half of these suffer from severe mental illness and 20% consider themselves chronic. This project combines an expansion of the Porchlight Products program with 16 to 22 units of additional low-cost supported housing. This project will provide housing, employment training and meaningful stabilizing employment activity for homeless persons with disabilities. Porchlight Products currently is located in an overcrowded kitchen space at Brooks Street. This will develop a new, larger and more effective and efficient kitchen facility with residential housing units located on site. The low-cost housing will serve 16 homeless individuals, virtually all with disabilities, with the goal of retention of permanent housing. Support services will be provided to all residents by Porchlight, complemented by numerous other partners of the Dane County Homeless Services Consortium. In addition, 60 persons will be provided with employment training and meaningful employment activity through the expanded kitchen. Porchlight's maintenance service center for all of its facilities will also be located on site, providing additional job training and employment opportunities.
- 2. Target Population:** Identify the projected target population for this program in terms of age, residency, race, income eligibility criteria, and other unique characteristics or sub-groups.

unduplicated individuals estimated to be served by this project.
20 disabled homeless individuals in the housing; 60 disabled formerly homeless persons will be served with employment training and meaningful employment activity.

unduplicated households estimated to be served by this project.
This is the same as set forth for individuals to be served.

3. Program Objectives: The 5-Year Plan lists 9 project objectives (A through N). Circle the one most applicable to your proposal and describe how this project addresses that objective.

- | | |
|---|--------------------------------|
| A. Housing – Existing Owner-Occupied | G. Neighborhood Civic Places |
| B. Housing – For Buyers | K. Community-based Facilities |
| <u>C. Housing – Rental Housing</u> | L. Neighborhood Revitalization |
| E. Economic Dev. – Business Creating Jobs | N. Access to Housing Resources |
| F. Economic Dev. – Micro-enterprise | |

We designated C Housing Rental Housing as it provides 16 to 20 units of permanent low-cost rental housing for homeless persons, mainly disabled. However, this does create significant employment opportunities for the residents of the housing and others in need of gainful and meaningful employment opportunity.

4. Fund Objectives: Check the fund program objective which this project meets. (Check all for which you seek funding.)

- | | | | |
|-----------------------|--|----------|---|
| Acquisition/
Rehab | <input checked="" type="checkbox"/> New Construction, Acquisition,
Expansion of Existing Building | Futures | <input type="checkbox"/> Prototype |
| | <input type="checkbox"/> Accessibility | | <input type="checkbox"/> Feasibility Study |
| | <input type="checkbox"/> Maintenance/Rehab | | <input type="checkbox"/> Revitalization Opportunity |
| | <input type="checkbox"/> Other | | <input type="checkbox"/> New Method or Approach |
| Housing | <input checked="" type="checkbox"/> Rental Housing | Homeless | <input checked="" type="checkbox"/> Housing |
| | <input type="checkbox"/> Housing For Buyers | | <input type="checkbox"/> Services |

5. **Budget:** Summarize your project budget by estimated costs, revenue, and fund source.

EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CD REVENUES	AMOUNT OF NON-CD REVENUES	SOURCE OF NON-CD FUNDED PORTION
A. Personnel Costs				
1. Salaries/Wages (attach detail)				
2. Fringe Benefits				
3. Payroll Taxes				
B. Non-Personnel Costs				
1. Office Supplies/Postage				
2. Telephone				
3. Rent/Utilities				
4. Professional Fees & Contract Services				
5. Work Supplies and Tools				
6. Other:				
C. Capital Budget Expenditures (Detail in attachment C)				
1. Capital Cost of Assistance to Individuals (Loans)				
2. Other Capital Costs: (see attachment C)	\$3,775,000	\$200,000	\$3,575,000	Various
D. TOTAL (A+B+C)	\$3,775,000	\$200,000	\$3,575,000	

Estimated Month of Completion
(If applicable) _____

6. **Action Plan/Timetable**

Describe the major actors and activities, sequence, and service location, days and hours which will be used to achieve the outcomes listed in # 1.

Use the following format:
(Who) will do (what) to (whom and how many) (when) (where) (how often). A flowchart may be helpful.

1. Site selection and commitment – architects & Porchlight: end of May 2015 (with preliminary architect's drawings and cost estimates)-- the construction drawings and estimates can be completed either during negotiations or/while property is under sales commitment and before closing;
2. Proper zoning with conditional use permit if necessary – architects, lawyers & Porchlight: end of May, 2015
3. Purchase of property – Porchlight: June, 2015;
4. Drawings and specifications completed – architects: end of July, 2015;
5. Kitchen Construction contracts bid, negotiated – Porchlight, architects & general contractor: end of October, 2015;
6. Kitchen Construction begins – Porchlight, architects & general contractor: November, 2015 (if contracts completed and weather cooperates); and
7. Kitchen Construction completed and opening -- Porchlight, architects & general contractor: February, 2016
8. Housing Construction Begins – Porchlight, architects & general contractor: April, 2016
9. Housing Construction completed – Porchlight, architects & general contractor, December, 2016

Note: this project is proposed to be done in stages. Porchlight Federal Home Loan Bank funding will not be available for housing until December 2015.

That was the response of the alderperson of the district to the project?
Alder Joe Clausius is supportive of the project.

8. Does agency seek funds for property acquisition and/or rehab? [If applicable, describe the amount of funds committed or proposed to be used to meet the 25% match requirements (HOME or ESG) with its qualifications.]

- No Complete Attachment A
- Yes Complete Attachment B and C and one of the following:
 - D Facilities
 - E Housing for Buyers
 - F Rental Housing and Proforma

9. Do you qualify as a Community Housing Development Organization (CHDO)? (See attachment G for qualifications.)

- No
- Yes - Complete Attachment G

10. Do you seek Scattered Site Acquisition Funds for acquisition of service-enriched housing?

- No
- Yes - Complete Attachment B, C, F, and H

11. Do you seek ESG funds for services to homeless persons?

- No
- Yes - Complete Attachment I


12. This proposal is hereby submitted with the approval of the Board of Directors/Department Head and with the knowledge of the agency executive director, and includes the following:

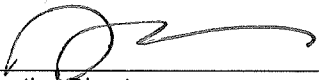
- Future Fund (Attachment A)
- Property Description (Attachment B)
- Capital Budget (Attachment C)
- Community Service Facility (Attachment D)
- Housing for Resale (Attachment E)
- Rental Housing and Proforma (Attachment F)
- CHDO (Attachment G)
- Scattered Site Funds Addendum (Attachment H)
- ESG Funding Addendum (Attachment I)

13. Affirmative Action: If funded, applicant hereby agrees to comply with City of Madison Ordinance 39.02(9) and file either an exemption or an affirmative action plan with the Department of Civil Rights. A Model Affirmative Action Plan and instructions are available at: <http://www.cityofmadison.com/dcr/aaForms.cfm>.

14. Non-Discrimination Based on Disability: Applicant shall comply with Section 39.05, Madison General Ordinances, Nondiscrimination Based on Disability in City-Assisted Programs and Activities. Under section 39.05(7) of the Madison General Ordinances, no City financial assistance shall be granted unless an Assurance of Compliance with Sec. 39.05 is provided by the applicant or recipient, prior to the granting of the City financial assistance. Applicant hereby makes the following assurances: Applicant assures and certifies that it will comply with section 39.05 of the Madison General Ordinances, entitled "Nondiscrimination Based on Disability in City Facilities and City-Assisted Programs and Activities," and agrees to ensure that any subcontractor who performs any part of this agreement complies with sec. 39.05, where applicable, including all actions prohibited under section 39.05(4),. MGO." <http://www.cityofmadison.com/dcr/aaForms.cfm>

15. Notice regarding lobbying ordinance: If you are seeking approval of a development that has over 40,000 gross square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of over \$10,000 (this includes grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance, sec. 2.40, MGO. You are required to register and report your lobbying. Please consult the City Clerk for more information. Failure to comply with the lobbying ordinance may result in fines of \$1,000 to \$5,000.

Signature:  _____ Date: 3/4/15
President Board of Directors/Department Head

Signature:  _____ Date: 3/5/15
Executive Director

For additional information or assistance in completing this application, please contact the Community Development Division at 266-6520.

ATTACHMENT B

COMPLETE IF PROJECT INVOLVES PURCHASE, REHAB, OR CONSTRUCTION OF ANY REAL PROPERTY:
 INFORMATION CONCERNING PROPOSALS INVOLVING REAL PROPERTY

ADDRESS	ACTIVITY (Circle Each Applicable Phase)	NUMBER OF UNITS		Number of Units Currently Occupied	Number of Tenants To Be Displaced?	APPRAISED VALUE:		PURCHASE PRICE (If Applicable)	ACCESSIBLE TO INDIVIDUALS WITH PHYSICAL HANDICAPS?		PRIOR USE OF CD FUNDS IN BUILDING?
		Prior to Purchase	After Project			Current	After Rehab/Construction		Currently?	Post-project?	
	Purchase Rehab Construct	0	16	0	0	1,284,500	\$3,775,000	\$1,000,000	0	2	None
	Purchase Rehab Construct										
	Purchase Rehab Construct										

