

AGENDA

SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION MONDAY, FEBRUARY 10, 2020

3:00 P.M.

**CITY HALL - COUNCIL OVERFLOW CONFERENCE ROOM
333 W. ELLSWORTH STREET
MIDLAND, MI 48640**

1. Roll Call
2. Community Development Block Grant Funding Applications (see attached schedule)
 - 3:05 Midland County Habitat for Humanity
 - 3:15 Home to Stay
 - 3:25 Cleveland Manor
 - 3:35 Washington Woods
 - 3:50 Ten16 Recovery Network
 - 4:05 ACEA
 - 4:20 Reece Endeavor
 - 4:30 Cancer Services
 - 4:40 MCFOAR
 - 4:50 Discussion & Wrap Up
3. Future Meeting Date
 - a. March 2, 2020 – Next regular meeting
4. Adjournment

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency:	ACEA
Project Title:	Student Wellness Center
Project Description:	ACEA proposes to repurpose a classroom into a Wellness Area (Physical and Mental health support area) to include a sleeping area, shower, washer and dryer and a tranquil and safe environment. Rehabilitation activities will include painting the walls, bulletin board and learning shelf, reading materials, cell phone charging system, seating, lighting to create recovery space for students.
Grant funds Requested:	\$ 20,000.00
Leveraged Funds:	\$ -
National Objective Identified:	LMC - Low / Moderate Income Clientele
<i>Rationale:</i>	ACEA students are income qualified via the free / reduced lunch system of verification.
Matrix Code (s) Identified:	03D - Youth Centers (<i>..Rehabilitation of facilities intended primarily for young people ages 13 to 19.</i>)
<i>Accomplishment Measure:</i>	#11 - Public Facilities
<i>Rationale:</i>	Rehabilitation of existing facility to create a space for students to sleep, shower, do laundry and meet basic needs unmet in their home environments.
Environmental Review Level:	CEST; Potentially converting to exempt
<i>ERR Complete:</i>	No, full ERR must be completed upon budgetary recommendation
<input type="checkbox"/> Bacon Required:	No
Conflict of Interest Noted:	
<i>Staff</i>	No
<i>Board Of Directors</i>	No
SubContractor Evaluation:	N/A
<i>Conflict of Interest Noted</i>	
<i>Debarred List</i>	
<i>Documentation attached:</i>	
Staff Recommendation to HC:	
Budget Recommendation:	\$ -
<i>Staff Signature:</i>	

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization ACEA / Academic and Career Education Academy
Project Title Wellness Center #MidlandYouthMatter

Section One: Organizational Information

Mailing Address 884 Isabella Rd Midland, MI 48640
Main Phone Number 989.374.2232
Organization Website <http://www.aceaofmidland.com/>
Tax ID # 20-5279678
DUNS #* 830950148
System of Award (SAM) #* Non-profit/School exempt
*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Michelle Zeilinski
Executive Director Phone 989.347.2232
Executive Director Email MichelleZ@aceaofmidland.org

CDBG Contact Person Ann Vayre, Ph.D.
CDBG Contact Phone 906.203.9746
CDBG Contact Email avayre@gmail.com / vayre@aceaofmidland.org

What is your organization's mission statement?

ACEA is an alternative high school that provides an innovative learning environment for students by integrating Michigan's educational standards through different delivery systems

How does this project seek to work toward that mission?

Providing a safe, innovative wellness room to support learning in a mindful delivery system.

Has this organization previously received CDBG funding for this project/service? No
Has this organization previously received **any** CDBG funding? No

If yes, please list the program year(s) and the project's title(s) below: n/a

Section Two: Project Information

Geographic locations(s) Midland
National Objective met _____
City 'Area of Focus' met _____
Need/challenge addressed _____
Is this collaborative project? No.

If yes, with what organization?

Organizationally, ACEA collaborates with DHHS, CMH, Legacy Center, Midland Foundation, Local Planning Bodies, Bay Area Wellness, Shelterhouse, Great Lakes Bay Region Mental Health

Is this project part of a larger initiative? Yes

If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.

Project Description:

Modifications to repurpose an existing room at the health center reduce potential trauma triggers and/or to enhance a sense of safety and well-being. Some environmental activities also provide education about trauma and its impact. ACEA proposes to:

- Painting the walls with soothing colors
- Adding a bulletin board and learning shelf in the waiting room
- Reading materials in rooms
- Adding cell phone charging system
- Enhanced nurturing atmosphere with food, seating and lighting
- Creating a space for a student to calm down (a "chill area" or "recovery room" or "calming corner")
- Water feature in the room
- Sensory toys in recovery room
- Making staff offices adolescent friendly and safe zones
- Create a sleeping area
- Install washer/dryer
- Refurbish shower

Project Purpose:

#MidlandYouthMatters recognize and address the needs of these students, the following not an all-inclusive list but highlighting the most urgent: exposure to trauma, substance use/abuse disorders, high level of involvement in juvenile/criminal justice system, and mental health challenges including suicidal ideation and rejection/disenfranchisement due to gender identity, sexual orientation and/or gender expression issues. The ACEA student population scores on average 4 or more ACEs at this time. Further, significant numbers of students experience substance use/abuse disorder, potential for homelessness, involvement in the legal system and other stressors that threaten their success in the school setting.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractor)

ACEA staff and volunteers will implement the Wellness room rehabilitation

Please describe the work process used to verify low/moderate income level of beneficiaries

Eligibility is determined by free / reduced lunch data.

Proposed timeframe for project: June - August 2020

Expected lifetime of project work: 10 years

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

_____ Households
88 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

_____x_____ Very-low income
_____ Low-income
_____ Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	20,000		
Other Federal	0		
State of Michigan	0		
Local Contributions	0	SW, Professional Developments, Trainings for Mental Health	100,000.
Other (please specify below)	0	Various Grants Mich Health Endowment Midland Foundation St. Johns Endowment	350,000. Trauma informed setting
Total	20,000.		450,000.

Other fund description: ACEA will add Title Funds, Medicaid billing and seek other forms of financial support and offer the formal structure/setting of the programs

Will these funds be utilized to leverage additional funds for this project? No

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
nel		
Contracted Services		
Supplies	20,000	Wellness Center
Total Recurring		
Capital Outlay		
Total	20,000	

Will this project cover contractual expenses for construction? No
 If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? No



City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency:	Cancer Services
Project Title:	Transportation & Urgent Need
Project Description:	Expenses related to support groups, counseling and transportation of low-income clientele receiving treatment for cancer.
Grant funds Requested:	\$ 10,000.00
Leveraged Funds:	Local Contributions \$15,000.00 United Way of Midland County \$25,000.00
National Objective Identified:	LMC - Low / Moderate Income Clientele
<i>Rationale:</i>	Funds will be used toward the cost of transportation, support groups and counseling of low-income clientele. (Verified via HUD income guidelines based upon intake information)
Matrix Code (s) Identified:	05E - Transportation Services (General Transportation Services) 05O - Mental Health Services (Support Groups & Counseling)
<i>Accomplishment Measure:</i>	01 - People
<i>Rationale:</i>	This proposal seeks to provide assistance with transportation and mental health services for low - income clientele receiving services at Cancer Services.
Environmental Review Level:	Exempt
<i>ERR Complete:</i>	Yes
Dis Bacon Required:	No
Conflict of Interest Noted:	
<i>Staff</i>	No
<i>Board Of Directors</i>	No
SubContractor Evaluation:	N/A
<i>Conflict of Interest Noted</i>	
<i>Debarred List</i>	
<i>Documentation attached</i>	
Staff Recommendation to HC:	
Budget Recommendation:	
<i>Staff Signature:</i>	

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Midland County Cancer Society DBA: Cancer Services
Project Title Cancer Patient Transportation and Urgent Needs

Section One: Organizational Information

Mailing Address 400 Ashman St, Ste 200, Midland, MI. 48640
Main Phone Number 989-835-4841
Organization Website www.cancerservicesmidland.org
Tax ID # 38-607-3785
DUNS #* 82-525-7769
System of Award (SAM) #* Cage code 7KRV5

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Julie Nunn
Executive Director Phone 989-835-4841
Executive Director Email nunn@cancerservicesmidland.org

CDBG Contact Person Julie Nunn
CDBG Contact Phone 989-835-4841
CDBG Contact Email nunn@cancerservicesmidland.org

What is your organization's mission statement? To provide personal and compassionate support to local cancer patients and caregivers in our community.

How does this project seek to work toward that mission? Most cancer patients are overwhelmed by the diagnosis and treatment of their cancer. Our program offers financial aid for urgent non-medical needs, including the payment of utilities or rent when Midland residents are undergoing treatment and are unable to work. We also offer free transportation to and from lifesaving chemotherapy and radiation appointments. In addition to emotional support through private counseling and support groups. Many of our 28 volunteer drivers are former clients who are better able to understand and guide their neighbors through this very stressful journey.

Has this organization previously received CDBG funding for this project/service? Yes
Has this organization previously received **any** CDBG funding? Yes

If yes, please list the program year(s) and the project's title(s) below: 2016-2017
Transportation Grant

Section Two: Project Information

Geographic location(s) Midland County
National Objective met Benefit to low & moderate income persons or households
City 'Area of Focus' met Transportation/Support for vulnerable community members
Need/challenge addressed Getting low income cancer patients to life saving treatments
Is this collaborative project? Yes
If yes, with what organization? Community volunteers as drivers & medical centers communicating needs to get patients to treatment
Is this project part of a larger initiative? No *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: This project will help pay volunteer drivers to get our low income cancer clientele to their lifesaving cancer treatments. In addition, emotional support in the forms of support groups and counseling will be provided to our cancer clients.

Project Purpose: While our costs vary depending upon the number of patients getting treatment at any given time, we know that 550+ Midland residents are newly diagnosed each year with cancer. Because of this, our active client load hovers at or just above 500 people. The requested funds will be used for mileage reimbursement to volunteer drivers, gas cards for low income patients who are able to drive themselves to treatment, as well as financial aid for non-medical urgent needs.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) Our social work team will evaluate client eligibility and administrative staff will carry out the project.

Please describe the work process used to verify low/moderate income level of beneficiaries We use the federal poverty guidelines as a perimeter for financial aid. The factors that potentially influence our giving and client support are situational, and tailored to individual needs.

Proposed timeframe for project: 2020-2021
Expected lifetime of project work: Project work will continue indefinitely. We are seeking financial support for 12 months.

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached x No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

197 Households

200 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

85% Very-low income

15% Low-income

 Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$10,000		
Other Federal			
State of Michigan			
Local Contributions	\$15,000		
Other (please specify below)	\$25,000		
Total	\$50,000		\$50,000

Other fund description: United Way of Midland County

Will these funds be utilized to leverage additional funds for this project?
If yes, please complete the table below.

No

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	x	
Contracted Services		
Supplies		
Total Recurring		
Capital Outlay		
Total	\$50,000	

Other uses description: _____

Will this project cover contractual expenses for construction? No
 If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency:	Cleveland Manor
Project Title:	Bathroom & Kitchen Renovation
Project Description:	Cleveland Manor seeks to complete walk-in shower conversions and kitchen renovations to a three (3) unit stack of senior apartments.
Grant funds Requested:	\$ 100,000.00
Leveraged Funds:	\$ -
National Objective Identified:	LMH - Low / Moderate Income Housing <i>(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)</i>
<i>Rationale</i>	This project seeks to rehabilitate rental apartments for low / moderate income clientele. All residents must income qualify via HUD procedures in order to receive housing at Cleveland Manor.
Matrix Code (s) Identified:	14B - Multi-Unit Housing Rehabilitation
<i>Accomplishment Measure</i>	#10 - Housing Units
<i>Rationale</i>	Three Units of low / moderate income housing in a complex of 105 apartments are being renovated.
Environmental Review Level:	CEST (potentially converting to exempt)
<i>ERR Complete</i>	No, full ERR must be completed upon budgetary recommendation.
Davis Bacon Required:	Yes
Conflict of Interest Noted:	
<i>Staff</i>	No
<i>Board Of Directors</i>	No
SubContractor Evaluation:	
<i>Conflict of Interest Noted</i>	
<i>Debarred List</i>	
<i>Documentation attached:</i>	
Staff Recommendation to HC:	
Budget Recommendation	
Staff Signature:	

Cleveland Manor

2200 Cleveland Ave
Midland MI 48640-5597
Phone: 989-631-6480
Fax: 989-631-1282
TTY: 800-649-3777

January 24, 2020

City of Midland
Attn: Nicole Wilson
333 West Ellsworth Street
Midland MI 48640

Dear Nicole:

This letter is to request \$100,000 from the Community Development Block Grant for (3) apartment bathroom walk-in shower conversions and kitchen renovation. The plumbing in the walls are galvanized pipes connecting a stack of three apartments and needs replacement. It is most cost effective to complete three apartments in a stack.

Cleveland Manor, Inc. is a 501c3 Corporation with 105 apartments serving extremely low to low-income senior citizens.

I appreciate your consideration in this request. If you need any further information, please contact me at 631-6480 or trudycm@sbcglobal.net.

Sincerely,



Trudy Laufer, Executive Director
Cleveland Manor, Inc.

Enclosures: 2020/2021 CDBG Application and required documents



www.clevelandmanor.org



Section Two: Project Information

Project Title 3-Apartment Walk-in Shower Conversion/Kitchen Remodel

Geographic location City of Midland-Mid Town

National Objective met Yes

City 'Area of Focus' met Yes-senior housing

Need/challenge addressed Yes-for 3 apartments

Is this collaborative project? No

If yes, with what organization? N/A

Is this project part of a larger initiative? Yes _____ *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Continuing rehabilitation of affordable apartments by Cleveland Manor management.

Project Purpose: Serving the population of low-income seniors

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) Cleveland Manor Executive Director

Please describe the work process used to verify low/moderate income level of beneficiaries Applicant income is verified to meet current extremely low to low income guidelines to qualify for housing at Cleveland Manor

Proposed timeframe for project: (4) weeks

Expected lifetime of project work: 30-50 years

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. X Photos attached _____ No photos attached

Clientele Information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

 3 Households

 3 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

 Very-low income

 3 Low-income

 Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$100,000		
Other Federal	.00		
State of Michigan	.00		
Local Contributions	.00		
Other (please specify below)	.00		
Total	\$100,000		

Other fund description: N/A

Will these funds be utilized to leverage additional funds for this project?
If yes, please complete the table below.

 No

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	.00	
Contracted Services	\$100,000	
Supplies	.00	
Total Recurring	.00	
Capital Outlay	.00	
Total	\$100,000	

Other uses description: N/A

Will this project cover contractual expenses for construction? Yes
If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? Yes

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
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- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Home to Stay

Project Title: Accessibility Modifications

Project Description: This project focuses on the urgent ramp needs and other minor accessibility modifications for those with no other means of getting the work completed. This includes single family homes and in some cases rental homes (with landlord approvals). Modifications include, but are not limited to wheelchair ramps, grab bars, enlarging doorways for wheelchair accessibility and small interior ramps.

Grant funds Requested: \$ 10,000.00

Leveraged Funds: \$ 2,000.00

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: Repair or replacement of roofs for low / moderate income homes in the City of Midland.

Matrix Code (s) Identified: 14A Single-Unit Housing Rehabilitation (Owner-Occupied)

Accomplishment Measure: #10 - Housing Units

Rationale: Single unit housing rehabilitation; no further explanation required.

Environmental Review Level: CEST - Tiered Review

ERR Complete: No, full ERR must be completed upon budgetary recommendation and provision of homes to be rehabilitated.

Davis Bacon Required: No; Rehabilitation of less than 8 residential structures do not require DB.

Conflict of Interest Noted:

Staff No

Board Of Directors No

SubContractor Evaluation: *Note: COI will need to be evaluated if SubContractors are proposed.

Conflict of Interest Noted

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Budget Recommendation: _____

Staff Signature: _____

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Midland Area Homes DBA Home To Stay Housing Assistance Center
Project Title Accessibility Ramps and Other Minor Accessibility Modifications

Section One: Organizational Information

Mailing Address 205 South Saginaw Road Midland MI 48640
Main Phone Number 989-496-9550
Organization Website www.myhometostay.org
Tax ID # 38-1913233
DUNS #* 082762816
System of Award (SAM) #* 5VTQ3

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Donna St. John
Executive Director Phone 989-496-9550
Executive Director Email dst.john@myhometostay.org

CDBG Contact Person Lois LeForge
CDBG Contact Phone 989-496-9550
CDBG Contact Email leforge@myhometostay.org

What is your organization's mission statement?
We help Midland County residents in need sustain suitable housing through education,
advocacy and support services, promoting self-sufficiency.

How does this project seek to work toward that mission?
Home repair and accessibility modifications made through the use of CDBG funds help people safely stay in their homes
and continue to be self-sufficient. For many, this means not having to move to a nursing home.

Has this organization previously received CDBG funding for this project/service? yes
Has this organization previously received **any** CDBG funding? yes

If yes, please list the program year(s) and the project's title(s) below:
Home To Stay has received CDBG funding for Health and Safety Low Income Home Repair and Accessibility Ramps
and Other Minor Accessibility Modifications at least since 2013.

Section Two: Project Information

Geographic location(s) City of Midland
National Objective met Benefit to low income households and urgent needs
City 'Area of Focus' met Owner occupied-rehabilitation
Need/challenge addressed Sustainable, safe housing for low income and accessibility to meet needs of elderly and those with disabilities
Is this collaborative project? Yes
If yes, with what organization? Senior Services, Region VII AAA, Habitat for Humanity
Is this project part of a larger initiative? Yes _____ *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: This project focuses on the urgent ramp needs and other minor accessibility modifications for those with no other means of getting the work completed. This includes single family homes, mobile homes, and in some cases (with landlord permission) rental units. Modifications may include, but are not limited to, wheelchair ramps, grab bars, enlarging doorways for wheelchair accessibility and small interior ramps.

Project Purpose: This project provides eligible low income homeowners (and in some cases, renters) with necessary accessibility ramps and other minor modifications to help assure safe, independent living.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) **The Home To Stay Home Repair and Facilities Manager** evaluates each project to determine clientele eligibility as well as performs many of the repairs. Contractors are utilized if needed.

Please describe the work process used to verify low/moderate income level of beneficiaries A full intake and assessment is completed including verification of income, homeowner's insurance, home ownership and residency.

Proposed timeframe for project: ongoing
Expected lifetime of project work: ongoing

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached X No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

5 Households
12 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

55% Very-low income
35% Low-income
10% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$10,000		\$ 10,000
Other Federal	\$ 1,000		\$268,351
State of Michigan	0		0
Local Contributions	\$ 1,000		
Other (please specify below)			
Total	\$12,000		

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project? yes
 If yes, please complete the table below.

Leveraged Funds	
Federal	\$1,000
State of Michigan	0
Local Contributions	\$1,000
Other (please specify below)	0
Total	\$2,000

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	\$5,600	
Contracted Services	\$ 400	
Supplies	\$6,000	
Total Recurring		
Capital Outlay		
Total	\$12,000	

Other uses description: _____

Will this project cover contractual expenses for construction? yes
 If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? yes

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Home to Stay

Project Title: Health & Safety Home Repairs

Project Description: Home to Stay intends to perform health and safety repairs to basic functioning systems and utilities. Examples of projects include repair or replacement of toilets, sinks, faucets, water lines, broken windows or leaking roofs.

Grant funds Requested: \$ 40,000.00

Leveraged Funds: \$ 8,000.00

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: Repair or replacement of basic systems for low / moderate income homes in the City of Midland.

Matrix Code (s) Identified: 14A Single-Unit Housing Rehabilitation (Owner-Occupied)

Accomplishment Measure: #10 - Housing Units

Rationale: Single unit housing rehabilitation; no further explanation required.

Environmental Review Level: CEST - Tiered Review

ERR Complete: No, full ERR must be completed upon budgetary recommendation and provision of homes to be rehabilitated.

Davis Bacon Required: No; Rehabilitation of less than 8 residential structures do not require DB.

Conflict of Interest Noted:

Staff No

Board Of Directors No

SubContractor Evaluation: *Note: COI will need to be evaluated if SubContractors are proposed.

Conflict of Interest Noted

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Budget Recommendation: _____

Staff Signature: _____

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Midland Area Homes DBA Home To Stay-Housing Assistance Center
Project Title Health and Safety Low Income Home Repair

Section One: Organizational Information

Mailing Address 205 South Saginaw Road Midland MI 48640
Main Phone Number 989-496-9550
Organization Website www.myhometostay.org
Tax ID # 38-1913233
DUNS #* 082762816
System of Award (SAM) #* 5VTQ3

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Donna St. John
Executive Director Phone 989-496-9550
Executive Director Email dst.john@myhometostay.org

CDBG Contact Person Lois LeForge
CDBG Contact Phone 989-496-9550
CDBG Contact Email leforge@myhometostay.org

What is your organization's mission statement?

We help Midland County residents in need sustain suitable housing through education, advocacy and support services, promoting self-sufficiency.

How does this project seek to work toward that mission?

Home repair and accessibility modifications made through the use of CDBG funds helps people stay in their homes by providing a safer environment in which to live. For many, this means not

having to move to a nursing home, allowing them to continue to be self-sufficient.

Has this organization previously received CDBG funding for this project/service? yes

Has this organization previously received **any** CDBG funding? yes

If yes, please list the program year(s) and the project's title(s) below:

Home To Stay has received CDBG funding for Health and Safety Low Income Home Repair and Accessibility Ramps and other Minor Accessibility Modifications at least since 2013.

Section Two: Project Information

Geographic location(s) City of Midland
National Objective met Benefit to low income households and urgent needs
City 'Area of Focus' met Owner occupied-rehabilitation
Need/challenge addressed Sustainable, safe housing for low income in our community
Is this collaborative project? Yes
If yes, with what organization? Senior Services, Region VII AAA, Habitat for Humanity
Is this project part of a larger initiative? Yes *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Health and safety home repairs are performed to ensure homes are safe. This can include basic functioning systems and utilities. Examples include, but are not limited to: repairing/replacing toilets, sinks, faucets, water lines, broken windows, leaking roofs, etc.

Project Purpose: The purpose of this project is to provide eligible low income City of Midland homeowners with health, safety and emergency repairs to improve their housing and help assure decent living conditions. These repairs address urgent needs for those who are most vulnerable and have no other means to get the necessary repairs completed. Home To Stay focuses on smaller repairs, including mobile home repairs, and provides the job at no cost to the household, but does provide an opportunity for them to make a voluntary donation.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) The Home To Stay Home Repair and Facilities Manager evaluates each proposed project to determine clientele eligibility as well as performs many of the repairs. Contractors are also utilized if needed.

Please describe the work process used to verify low/moderate income level of beneficiaries A full intake and assessment is completed including verification of income, homeowner's insurance, home ownership and residency.

Proposed timeframe for project: ongoing
Expected lifetime of project work: ongoing

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached X No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

20 Households

50 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

55% Very-low income

35% Low-income

10% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$40,000		\$40,000
Other Federal	\$ 6,000		\$268,351
State of Michigan	0		0
Local Contributions	\$ 2,000		
Other (please specify below)			
Total	\$48,000		

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project? yes
 If yes, please complete the table below.

Leveraged Funds	
Federal	\$6,000
State of Michigan	0
Local Contributions	\$2,000
Other (please specify below)	0
Total	\$8,000

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	\$14,400	
Contracted Services	\$24,000	
Supplies	\$9,600	
Total Recurring	0	
Capital Outlay	0	
Total	\$48,000	

Other uses description: _____

Will this project cover contractual expenses for construction? yes

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? yes

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency:	Legal Services of Eastern Michigan
Project Title:	Fair Housing Paired Testing
Project Description:	Legal Services of Eastern Michigan intends to provide staff and operational costs to deliver fair housing testing and enforcement activities, should they be required. LSEM schedules and conducts tests, validates and records outcomes and files complaints with HUD, DOJ or MDCR where necessary.
Grant funds Requested:	\$ 4,500.00
Leveraged Funds:	\$ 5,867.00
National Objective Identified:	<i>(none required)</i>
<i>Rationale:</i>	Fair Housing paired testing is an effort to affirmatively further fair housing within the City of Midland; as these activities, to inform the Fair Housing Plan is required as an entitlement community, this activity does not require a national objective or a measure of accomplishment.
Matrix Code (s) Identified:	21D - Fair Housing Activities
<i>Accomplishment Measure:</i>	
<i>Rationale:</i>	<i>(none required)</i>
Environmental Review Level:	Exempt
<i>ERR Complete:</i>	Yes
Debris Bacon Required:	No
Conflict of Interest Noted:	
<i>Staff</i>	No
<i>Board Of Directors</i>	No
SubContractor Evaluation:	N/A
<i>Conflict of Interest Noted</i>	
<i>Debarred List</i>	
<i>Documentation attached:</i>	
Staff Recommendation to HC:	
Budget Recommendation:	
<i>Staff Signature:</i>	

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Legal Services of Eastern Michigan [LSEM]
Project Title LSEM Fair Housing Project

Section One: Organizational Information

Mailing Address 436 S. Saginaw Street, Suite 101, Flint, MI 48502
Main Phone Number 810-234-2621 x113
Organization Website www.lsem-mi.org
Tax ID # 38-1958131
DUNS #* 021843792
System of Award (SAM) #* 3VCS0

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Jill L. Nylander
Executive Director Phone 810-234-2621 x126
Executive Director Email jnylander@lsem-mi.org

CDBG Contact Person Desiree Smith
CDBG Contact Phone 810-234-2621 x113
CDBG Contact Email dsmith@lsem-mi.org

What is your organization's mission statement?
Legal Services of Eastern Michigan makes its mission to use legal skills and advocacy to address
the causes and effects of poverty.

How does this project seek to work toward that mission?
The Fair Housing project furthers the LSEM mission by ensuring equal housing opportunities for all people
regardless of race, sex, age, color, religion, sexual orientation, ethnicity, familial, marital, or disability
status.

Has this organization previously received CDBG funding for this project/service? Yes
Has this organization previously received **any** CDBG funding? Yes

If yes, please list the program year(s) and the project's title(s) below:
Fair Housing projects: 2018-2020 (City of Midland); 2006-2008, 2011-2015, and 2017-2020 (City of Flint);
2017-2020 (City of Saginaw); 2012-2020 (Genesee County). Children's Advocacy Project: 2017-2020 (City of Flint); 2019-2020 (City of Saginaw).

Section Two: Project Information

Geographic location(s) City of Midland

National Objective met To benefit low and moderate income persons or households

City 'Area of Focus' met Geographic + Improvements

Need/challenge addressed Fair housing activities to promote non-discrimatory practices

Is this collaborative project? Yes

If yes, with what organization? Examples: Midland COC, Disability Network, CAC, MCFOAR

Is this project part of a larger initiative? Yes *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: A City of Midland award to the Fair Housing Project covers the staff and operational costs to deliver fair housing testing and enforcement. LSEM attempts to recruit testers from the City of Midland, schedules and conducts fair housing tests, validates and records outcomes, and files complaints with HUD, DOJ, or MDCR whenever housing violations are found; cases may also warrant representation or conciliation.

Project Purpose: The Fair Housing Center is operating under a 3-year HUD Private Enforcement Initiative grant (2018-2021). Local communities leverage the award with CDBG funds to allow the Fair Housing Center to concentrate on priorities and areas of focus designated by each local community. Current CDBG leverages include: Flint, Genesee County, Midland, and Saginaw (2017-2020 projects).

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) LSEM determines client eligibility during the intake process. Legal Services Corporation dictates that most LSEM clients fall at or below 125% of the federal poverty limit. LSEM staff run the project and testers (contracted individuals - 2 per test) perform the tests.

Please describe the work process used to verify low/moderate income level of beneficiaries LSEM collects household income/expense/asset data during intake. Intake software calculates household poverty levels and flags those over income. However, HUD forbids income limits for fair housing services.

Proposed timeframe for project: 2020-2021

Expected lifetime of project work: Indefinitely or until fair housing violations are eradicated

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. N/A Photos attached N/A No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

Screen 50 Households

At least 75 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

79% Very-low income

20% Low-income

01% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$4,500.00	\$4,500.00	\$4,500.00
Other Federal	\$0	\$5,867.36	\$5,867.36
State of Michigan	\$0	\$0	\$0
Local Contributions	\$0	\$0	\$0
Other (please specify below)	\$0	\$0	\$0
Total	\$4,500.00	\$10,367.36	\$10,367.36

Other fund description: HUD Private Enforcement Initiative 2018-2021

Will these funds be utilized to leverage additional funds for this project? Yes
 If yes, please complete the table below.

Leveraged Funds	
Federal	\$5,867.36
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	\$5,867.36

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	\$3,110.00	\$7,962.42
Contracted Services	\$1,080.00	\$1,080.00
Supplies	\$310.00	\$1,324.94
Total Recurring	\$0	\$0
Capital Outlay	\$0	\$0
Total	\$4,500.00	\$10,367.36

Other uses description: HUD Private Enforcement Initiative 2018-2021

Will this project cover contractual expenses for construction?

No

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

N/A

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Midland County Former Offender Advocacy & Rehabilitation (MCFOAR)

Project Title: Housing Move - In & Emergency Rental Assistance

Project Description: This project seeks to provide move-in and emergency rental assistance for approximately forty-eight (48) former offenders (both state and local) that require assistance in attaining housing after incarceration and approximately twenty (20) emergency rental assistance clients. (Total: 68)

Grant funds Requested: \$ 10,000.00

Leveraged Funds: Local contributions \$50,000.00

National Objective Identified: LMC - Low / Moderate Income Clientele

Rationale: Income & Eligibility verification attained via pay stubs (for those employed) via HUD established eligibility guidelines.

Matrix Code (s) Identified: 05Z - Other Public Services

Accomplishment Measure: 01 - People

Rationale: As this is an undefined, public service category, the accomplishment measure of people will be much more difficult to identify. The intent would be to identify BOTH the number of LMC individuals assisted.

Environmental Review Level: Exempt

(*RR Complete:* Yes

Davis Bacon Required: No

Conflict of Interest Noted:

Staff: No

Board Of Directors: No

SubContractor Evaluation: N/A

Conflict of Interest Noted:

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Budget Recommendation: _____

Staff Signature: _____

Section Two: Project Information

Geographic location (s) Midland City, Midland County MI
National Objective met Assisting low income, former offenders with suitable housing
City 'Area of Focus' met Midland City
Need/challenge addressed Stable housing for very low-income former offenders
Is this collaborative project? Yes
If yes, with what organization? _Gerstacker, Strosacker and Kepler Family Foundations
Is this project part of a larger initiative? _____ *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below. *

Project Description: Each year we receive approximately 44 new former state prison inmates and approximately 100 county jail inmates, approximately one third of those men and women needs assistance with housing move in cost and without MCFOAR they would likely not be housed. During the year we assist another 20 clients with emergency rent to keep them in their housing. This is one of the most important resources we can assist former offenders with to keep them from re-offending.

Project Purpose: MCFOAR assist low income former offenders with stable safe housing to develop assets to reduce risk behaviors. Making Midland a safer community and giving our clients a better opportunity to have productive, law abiding, self-sustaining live for themselves and their families. Most of our clients have significant others and children, so we are also assisting the family unit.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc.)?

MCFOAR staff and ED intake all clients and evaluate their ability to be housed and determine their ability to sustain rent.

Please describe the work process used to verify low/moderate income level of beneficiaries
Almost everyone of our clients are well below poverty level and we are their sole resource agency for most of them. Many clients come to us with their clothes on their backs and no other resources, family or friend's.

Proposed timeframe for project: Late Fall of 2020-Spring of 2021

Expected lifetime of project work: Each year we receive new clients, so if MCFOAR is in place we will continue this project.

Rehabilitation or construction, please attach up to 5 photos of the project area. ___ Photos attached ___ No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

30-70 Households

60-260 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

100% Very-low income

 Low-income

 Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$10,000.00		
Other Federal			
State of Michigan			
Local Contributions	\$50,000.00		
Other (please specify below)			
Total	\$60,000.00		

Other fund description: Individuals, Faith Communities, Family Foundations, HSC Grant

Will these funds be utilized to leverage additional funds for this project?
If yes, please complete the table below.

YES

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	\$50,000.00
Other (please specify below)	
Total	\$50,000.00

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	\$2,000.00	
Contracted Services		
Supplies		
Total Recurring		
Capital Outlay		
Total		

Other uses description: All funding will be used for move in and emergency rent for MCFOAR Clients

Will this project cover contractual expenses for construction? No

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? No

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Midland County Habitat for Humanity & Home to Stay

Project Title: Roofing Initiative

Project Description: The collaborative efforts of Midland County Habitat for Humanity & Home to Stay seek to repair or replace roofs for low / moderate income households.

Grant funds Requested: \$ 50,000.00

Leveraged Funds: \$ -

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: Repair or replacement of roofs for low / moderate income homes in the City of Midland.

Matrix Code (s) Identified: 14A Single-Unit Housing Rehabilitation (Owner-Occupied)

Accomplishment Measure: #10 - Housing Units

Rationale: Single unit housing rehabilitation; no further explanation required.

Environmental Review Level: CEST - Tiered Review

ERR Complete: No, full ERR must be completed upon budgetary recommendation and provision of homes to be rehabilitated.

Davis Bacon Required: No; Rehabilitation of less than 8 residential structures do not require DB.

Conflict of Interest Noted:

Staff No

Board Of Directors No

SubContractor Evaluation: *Note: COI will need to be evaluated when SubContractors are identified.

Conflict of Interest Noted

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Budget Recommendation: _____

Staff Signature: _____

**SUBRECIPIENT REQUEST FOR CDBG FUNDING 2020-
2021 CDBG PROGRAM YEAR**

Name of Organization Midland County Habitat for Humanity & Home to Stay
Project Title Roofing Initiative

Section One: Organizational Information

Mailing Address 1703 S Saginaw Road & 205 S Saginaw Road
Main Phone Number 989-496-0900 & 989-496-9550
Organization Website midlandhabitat.org & myhometostay.org
Tax ID # 38-2884074 & 38-1913233
DUNS #* 965912665 & 082762816
System of Award (SAM) #* CAGE # 6MGF7 & CCR # 5VTQ3

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Jennifer Chappel and Donna St. John
Executive Director Phone 989-496-0900 ext. 21 & 989-496-9550
Executive Director Email chappel@midlandhabitat.org and DSt.John@myhometostay.org

CDBG Contact Person Jennifer Chappel
CDBG Contact Phone 989-496-0900 ext. 21
CDBG Contact Email chappel@midlandhabitat.org

What is your organization's mission statement?

"Seeking to put Gods love into action, Habitat for Humanity brings people together to build homes, communities and hope"

"Home To Stay Housing Assistance Center helps Midland County Residents in need sustain stable housing through education, advocacy and support services, promoting self-sufficiency"

How does this project seek to work toward that mission?

This projects seeks to support both our of mission by engaging the roofing needs of our community. We both provide support services and strive for program participant's self-sufficiency.

Has this organization previously received CDBG funding for this project/service? YES

Has this organization previously received any CDBG funding? YES

If yes, please list the program year(s) and the project's title(s) below:

MCHFH: Neighborhood Revitalization 2013-2018; Property Purchases 2016-2018; 2019 site predevelopment

HTS: Home repair and accessibility modifications 2011-2019

Section Two: Project Information

Geographic location(s) City of Midland
National Objective met Code: 14A – Rehab; Single-unit residential
City 'Area of Focus' met City of Midland
Need/challenge addressed Roof repairs or replacements that would otherwise not be addressed
Is this collaborative project? YES
If yes, with what organization? Midland County Habitat for Humanity and Home to Stay
Is this project part of a larger initiative? NO *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Responding to increased requests for roof repairs and replacements and data from the 2018 Housing Study. MCHFH and HTS partnered in 2016 to develop the Roofing Initiative. Neither agency had the budget to serve the requests. 2019 will be the fourth year for the program and to date we have served more than 16 City of Midland homeowners through the program.

Project Purpose: The abundance of need for roof repairs and or replacements for low to moderate income families in the City of Midland is growing more and more each year. Each of our respective agencies has been inundated with requests over the last three years and we have not been able to address all of the requests due to cost of replacement. If the roof repairs and or replacements are not complete the integrity of the home is put at risk.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) HTS staff will do applicant intake, MCHFH does project assessments, HTS and MCHFH review applicants and make determination for partnership. Roof replacements and repairs are handled by contractors.

Please describe the work process used to verify low/moderate income level of beneficiaries

Applicants must fall within 30% and 60% AMI (Area Median Income). MCHFH follows 30% to 60%, HTS follows 30% to 50%. Applicants must also be current on their property taxes, mortgage and homeowners insurance.

Proposed timeframe for project: Fall 2020 to Spring 2021 (based on receipt of sub recipient grant agreements)

Expected lifetime of project work: All projects to be completed on or before June 1, 2021.

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

6-8 (based on each homes scope of work/cost) Households

UNKNOWN Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

 Very-low income

50% Low-income

50% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$50,000	N/A	N/A
Other Federal	N/A	N/A	N/A
State of Michigan	N/A	N/A	N/A
Local Contributions	N/A	N/A	
Other (please specify below)	N/A	N/A	
Total	\$50,000	N/A	

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project?
If yes, please complete the table below.

NO

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	0	N/A
Contracted Services	\$50,000	N/A
Supplies	included in contracted services	N/A
Total Recurring	0	N/A
Capital Outlay	0	N/A
Total	\$50,000	

Other uses description: N/A

Will this project cover contractual expenses for construction?

YES

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

N/A

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Midland County Habitat for Humanity

Project Title: Critical Home Repair

Project Description: MCHFH intends to purchase materials for and carry out four (4) critical home repairs. Examples of the work includes windows, doors, gutters, shingles, etc. Projects are considered critical home repairs with an investment of approximately \$5,000.

Grant funds Requested: \$ 20,000.00

Leveraged Funds: \$ -

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: Repairs to two (2) existing low / moderate income, owner-occupied homes.

Matrix Code (s) Identified: 14A Single-Unit Housing Rehabilitation (Owner-Occupied)

Accomplishment Measure: #10 - Housing Units

Rationale: Single unit housing rehabilitation; no further explanation required.

Environmental Review Level: CEST - Tiered Review

ERR Complete: No, full ERR must be completed upon budgetary recommendation and provision of homes to be rehabilitated.

Davis Bacon Required: No; Rehabilitation of less than 8 residential structures do not require DB.

Conflict of Interest Noted: No

Staff No

Board Of Directors No

SubContractor Evaluation: *Note: COI will need to be evaluated if SubContractors are proposed.

Conflict of Interest Noted

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Budget Recommendation: _____

Staff Signature: _____

**SUBRECIPIENT REQUEST FOR CDBG FUNDING 2020-
2021 CDBG PROGRAM YEAR**

Name of Organization Midland County Habitat for Humanity
Project Title Critical Home Repair (Neighborhood Revitalization/Repair)

Section One: Organizational Information

Mailing Address 1703 S Saginaw Road
Main Phone Number 989-496-0900
Organization Website midlandhabitat.org
Tax ID # 38-2884074
DUNS #* 965912665
System of Award (SAM) #* CAGE # 6MGF7

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Jennifer Chappel
Executive Director Phone 989-496-0900 ext. 21
Executive Director Email chappel@midlandhabitat.org

CDBG Contact Person Jennifer Chappel
CDBG Contact Phone 989-496-0900 ext. 21
CDBG Contact Email chappel@midlandhabitat.org

What is your organization's mission statement?

"Seeking to put Gods love into action, Habitat for Humanity brings people together to build homes, communities and hope"

How does this project seek to work toward that mission?

This projects seeks to support both our of mission by engaging the roofing needs of our community. We both provide support services and strive for program participant's self-sufficiency.

Has this organization previously received CDBG funding for this project/service? YES

Has this organization previously received any CDBG funding? YES

If yes, please list the program year(s) and the project's title(s) below:

MCHFH: Neighborhood Revitalization 2013-2018; Property Purchases 2016-2018; 2019 site predevelopment.

Section Two: Project Information

Geographic location(s) City of Midland
National Objective met Code: 14A – Rehab; Single-unit residential
City 'Area of Focus' met City of Midland – Areas of Foucs
Need/challenge addressed Critical Home Repair (Neighborhood Revitalization/Repair)
Is this collaborative project? NO
If yes, with what organization?
Is this project part of a larger initiative? NO *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Responding to increased requests for owner occupied repairs/revitalization and data from the 2018 Housing Study, The funds requested will be used to purchase materials (windows, doors, gutters, shingles etc.) to make necessary home improvements to two (2) yet to be identified homes that we classify as "Critical Home Repair". We consider a project a Critical Home Repair when we invest roughly a minimum of \$5,000 into the home.

During the Neighborhood Revitalization, we will focus on revitalizing 15-25 homes. In 2019, we made home improvements to 15 homes.

Project Purpose: The abundance of need for owner occupied repairs/revitalization is for low to moderate income families in the City of Midland is growing more and more each year. If the repairs are not complete the integrity of the home is put at risk.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) MCHFH conducts the intake and project assessments. The work is completed through contractors.

Please describe the work process used to verify low/moderate income level of beneficiaries
Applicants must fall with 30% and 60% AMI and in some cases we can serve up to 80% AMI (Area Median Income) Applicants must live in the City of Midland and also be current on their property taxes, mortgage and homeowners insurance.

Proposed timeframe for project: Fall 2020 to Spring 2021 (based on receipt of sub recipient grant agreements)

Expected lifetime of project work: All projects to be completed on or before June 1, 2021.

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

2 Households

UNKNOWN Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

 Very-low income

50% Low-income

50% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$20,000	N/A	N/A
Other Federal	N/A	N/A	N/A
State of Michigan	N/A	N/A	N/A
Local Contributions	N/A	N/A	
Other (please specify below)	N/A	N/A	
Total	\$20,000	N/A	

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project?
If yes, please complete the table below.

NO

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel	0	N/A
Contracted Services	\$20,000	N/A
Supplies	included in contracted services	N/A
Total Recurring	0	N/A
Capital Outlay	0	N/A
Total	\$20,000	

Other uses description: N/A

Will this project cover contractual expenses for construction?

YES

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

N/A

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency:	Reece Endeavor
Project Title:	Transportation (Dial A Ride Vouchers)
Project Description:	The Reece Endeavor intends to purchase Dial-A-Ride tickets for the low /moderate income clientele. The Reece Endeavor serves individuals with special needs in providing quality, affordable, independent living homes for their clientele.
Grant funds Requested:	\$ 2,997.00
Leveraged Funds:	\$ -
National Objective Identified:	LMC - Low / Moderate Income Clientele
<i>Rationale:</i>	Funds will be used to provide transportation via the publicly available Dial A Ride Transportation system.
Matrix Code (s) Identified:	05B - Services for the handicapped
<i>Accomplishment Measure:</i>	01 - People
<i>Rationale:</i>	Funds will be used to provide transportation via the publicly available Dial A Ride Transportation system.
Environmental Review Level:	Exempt
<i>ERR Complete:</i>	Yes
Davis Bacon Required:	No
Conflict of Interest Noted:	
<i>Staff</i>	Yes, Executive Director is the Mayor of the City of Midland. Mayor Donker will continue the practice of recusal within the approval process for CDBG Budget Recommendations.
<i>Board Of Directors</i>	No
SubContractor Evaluation:	N/A
<i>Conflict of Interest Noted</i>	
<i>Debarred List</i>	
<i>Documentation attached:</i>	
Staff Recommendation to HC:	
Budget Recommendation:	
<i>Staff Signature:</i>	

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Reece Endeavor of Midland
Project Title Transportation Assistance/Dial a Ride Tickets

Section One: Organizational Information

Mailing Address P.O. Box 2212
Main Phone Number 989-835-9700
Organization Website www.reeceendeavor.org
Tax ID # 38-6082605
DUNS #* 14-040-4984
System of Award (SAM) #* GCAGE 5WMB3

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Maureen Donker
Executive Director Phone 989-835-9700
Executive Director Email donker@reeceendeavor.org

CDBG Contact Person Elaine Popovich
CDBG Contact Phone 989-835-9700
CDBG Contact Email popovich@reeceendeavor.org

What is your organization's mission statement?

The mission of the Reece Endeavor is to provide and maintain quality, affordable homes for individuals with special needs in Midland County. The Reece Endeavor envisions permanence, independence, and community acceptance for all members

How does this project seek to work toward that mission? We believe Dial a Ride tickets benefit our tenants in a way that is meaningful to them, reduces strain on other community resources and encourages tenants to come to our office strengthening our relationship with them. A positive landlord/tenant relationship means tenants are more likely to call if they are having a problem and their home and simply take better care of their home.

Has this organization previously received CDBG funding for this project/service? yes

Has this organization previously received **any** CDBG funding? yes

If yes, please list the program year(s) and the project's title(s) below:

We have been grateful recipients of CDBG grants for multiple years including for Dial a Ride tickets. We have had no incomplete projects and have always exhausted the funds as awarded.

Section Two: Project Information

Geographic location(s) City of Midland
National Objective met Benefit to low income people
City 'Area of Focus' met _____
Need/challenge addressed providing assistance to low income residents with special needs
Is this collaborative project? no
If yes, with what organization? _____
Is this project part of a larger initiative? no *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: To purchase 444 reduced rate (pink) booklets of Dial a Ride tickets which would be distributed to tenants who receive housing assistance from the Reece Endeavor

Project Purpose: Tenants are dependent on Dial-A-Ride to meet their transportation needs. This would provide 2220 round trips. Tenants usually use an average of one booklet a week. Tenants would be given a maximum of four booklets at a time. Tenants are able to be independent, stay active, and maintain social relationships attend to medical needs, visit family and participate in community events.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) All tenants must have a cognitive, physical or intellectual disability to receive housing assistance from the Reece Endeavor

Please describe the work process used to verify low/moderate income level of beneficiaries The Reece Endeavor currently assists 74 individuals, all with disabilities with 100% at well below the Federal poverty levels. With the vast majority having an annual income less than \$9,900.00

Proposed timeframe for project: 2020
Expected lifetime of project work: 6 months' supply

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. Photos attached No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

44 Households
70 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

100% Very-low income
 _____ Low-income
 _____ Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	2997.00		
Other Federal			
State of Michigan			
Local Contributions			
Other (please specify below)			
Total	2997.00		

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project?
 If yes, please complete the table below.

no

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	

Total	
--------------	--

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel		
Contracted Services		
Supplies		
Total Recurring		
Capital Outlay		
Total		

Other uses description: _____

Will this project cover contractual expenses for construction? _____

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? _____

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

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- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: Ten 16 Recovery Network

Project Title: Recovery Housing Acquisition, Rehabilitation & Repair

Project Description: Ten16's proposal intends to accomplish three (3) main tasks:
(1) Acquire and rehabilitate an existing home in the Midtown area to expand the community need for recovery housing;
(2) Rehabilitate the existing recovery homes (men's and women's). Repairs would include a bathroom & furnace replacements;
(3) Preventative Maintenance personnel (10 hours / week) as initial funding to identify need.

Grant funds Requested: (1) \$75,000 acquisition, \$37,450 rehab
(2) & (3) \$28,267 rehabilitate existing recovery homes with maint. personnel

Leveraged Funds: \$40,953.00 Federal
\$4,704.00 Client Program Fees

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: This project intends to rehabilitate existing multiple family residential housing to serve low / moderate income clients. Ten16 completes income verification via the healthcare evaluation completed during the intake process.

Risk Code (s) Identified: (1) 14G (Rehab & Acquisition)
(2) 14B (Rehab of multi-unit residential)
(3) 14B (Rehab of multi-unit residential)

Accomplishment Measure: (1) LMH - 14G (10 - Housing Units)
(2) - (3) LMH - 14B (10 - Housing Units)

Rationale: Rehabilitation of private housing for Ten16 is in line with the goal of maintaining the housing stock within the City of Midland. The provision of a position is problematic as its own request, however, inclusion of the role within the rehabilitation work would be eligible in terms of cost (much the same as other CDBG subrecipients employ staff to carry out rehabilitation work.)

Environmental Review Level: (1) CEST - Environmental Review will note .55 mile proximity to industrial fenceline. **As such, this project does not pass *initial* environmental review.**
(2) - (3) CEST; potentially converting to exempt

ERR Complete: No; High level cursory review done.

Davis Bacon Required: No; Rehabilitation of less than 8 residential structures do not require DB.

Conflict of Interest Noted:

Staff: No

Board Of Directors: No

SubContractor Evaluation: *COI will need to be evaluated if SubContractors are proposed.

Conflict of Interest Noted:

Debarred List:

Documentation attached:

Staff Recommendation to HC:

Budgetary Recommendations:

Staff Signature:

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Ten16 Recovery Network
Project Title Recovery Housing Acquisition, Rehabilitation & Repair

Section One: Organizational Information

Mailing Address 133 N Saginaw Rd, Midland, MI
Main Phone Number 989-631-0241
Organization Website www.1016.org
Tax ID # 38-2278390
DUNS #* 608474094
System of Award (SAM) #* _____

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Sam Price
Executive Director Phone 989-492-7905
Executive Director Email sprice@1016.org

CDBG Contact Person same as above
CDBG Contact Phone same as above
CDBG Contact Email same as above

What is your organization's mission statement?

Ten16 believes everyone can live life to the fullest; free and clear from alcohol and drugs. Ten16 equips people, discontent in their current situation, to take the proven steps toward a better way of living.

How does this project seek to work toward that mission?

For some clients, returning to their home environment is not conducive to sustained recovery. Recovery Housing provides a safe, accountable, supportive environment that allows a person to become firmly rooted in essential recovery skills and get to a point of healing that they are ready for independent living.

Has this organization previously received CDBG funding for this project/service? No
Has this organization previously received **any** CDBG funding? Yes

If yes, please list the program year(s) and the project's title(s) below:

2014 (\$10,000--Recovery Housing personnel); 2004 (\$10,000--Expand the residential facility); 2000 (\$4,676--New kitchen flooring, staff bathroom reno); 1998 (\$11,803--annex siding & flooring)

Section Two: Project Information

Geographic location(s) Near downtown, Grove City/Central Park (midtown)

National Objective met Transitional housing for low-income persons; elimination of blight (acquiring, rehabilitating house for new recovery home)

City 'Area of Focus' met Providing decent, affordable housing to low income people and nonprofit housing service providers through existing housing programs

Need/challenge addressed Adequate stable housing for those in recovery from a substance use disorder. Average stay is 4 months, can stay up to 2+ years.

Is this collaborative project? No

If yes, with what organization? _____

Is this project part of a larger initiative? No *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Ten16 Recovery Network is looking to extend and enhance its offering of safe, sober, transitional housing for those in recovery from a Substance Use Disorder. First, we would like to acquire a new home to increase the number of available beds. We are targeting a house located on Rodd Street. The targeted house is in the Central Park neighborhood, and fits with the City's Plan coming from the 2018 Housing Analysis. The home was built in 1912, and will need some significant rehabilitation to get it up to the necessary building code and program standards. It would be able to house 6-7 men. It is advantageously close to community resources including Ten16's Center for Recovery & Wellness and our two other recovery homes, making supervision and coordination easier. The total investment in the property, acquisition and rehabilitation, would bring it's value back in line with desired City standards for single-family homes in the Central Park Neighborhood.

Second, Ten16 needs to invest some minor repairs and rehabilitation into its existing homes. The two existing Recovery Houses located near downtown in the Grove Park and Central Park areas, and remain strong fixtures in those neighborhoods. The women's house on E Haley needs to replace a furnace from the 1950s to improve its energy efficiency, add air conditioning for the 7 women that live there, and add gutters to protect its foundation from water run-off. For the 1016 Home, we need to rehabilitate one of the men's bathrooms. After 40 years of occupancy as a recovery facility, the fixtures need to be changed out to protect the home from leaks and water damage.

Third, Ten16 needs to invest in a Preventive Maintenance position. Once acquired, the three recovery homes will have been built in 1912, 1915 and 1922. They are solid, but need regular attention and preventive care. The utilization of CDBG funds would be used specifically for these homes to ensure their functioning and access for the low income individuals we serve in Midland. Ultimately, having to spend less on more complicated and expensive repairs, we view these as starter funds to help us begin the investment process in the position, and have the opportunity to build its ongoing support in our future operational grants.

Project Purpose: For some, mastering a recovery way of living goes beyond what happens while a person is involved in treatment. Being able to live in a sober and supportive environment is the key to sustained recovery. Ten16's Recovery Housing program immediately connects a person with a supportive home, allowing nurturing of the lifestyle change needed for long-term recovery. Living in a recovery house offers the structure and support needed to nurture a sober lifestyle in the long run, where the desire to grow in recovery is the common bond that holds the group together. Not a traditional halfway house or transitional house, Ten16's Recovery Housing program has no maximum length of stay. Ten16 offers a 14-bed men's house and a 7-bed women's house. But there continues to be more demand for services. Presently there is a waiting list of 7 men and 4 women.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) The Recovery Housing Coordinator screens applicants for appropriateness in the program, along with input from the existing household residents. There is a Program Director who oversees the fidelity and quality of the program. The CEO and the Operations Coordinator will oversee the repairs to the existing recovery houses, as well as the acquisition and renovations to the new home, pending appropriate zoning approvals.

Please describe the work process used to verify low/moderate income level of beneficiaries There is an application and screening process for all potential residents, which includes income verification. Since most rely on State assistance to pay for their recovery housing stay, they are enrolled in Medicaid or the Healthy Michigan Plan which is only available to those with limited income.

Proposed timeframe for project: 12 – 18 months
Expected lifetime of project work: 10-15 years

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. X Photos attached ___ No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

___ Households
100 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

60 Very-low income
30 Low-income
10 Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget. (Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$140,717		
Other Federal			
State of Michigan			
Local Contributions			
Other (please specify below)			
Total	\$140,717		

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project?

Yes, if Ten16 is able to acquire and rehabilitate a new recovery home, it will allow us to leverage future Federal Block Grant dollars and client fees that we receive as clients stay with us. A portion of these funds are used to invest in the maintenance and upkeep of the properties. In addition, it provides the necessary funds for staffing, supervision and client monitoring. These are leveraged funds for on-site staffing during the year, on-going preventive maintenance, future investment and sustaining the project and services long term. They will not be available to directly apply to this project in the near term, but demonstrated the sustainability of Recovery Housing

If yes, please complete the table below.

Leveraged Funds	
Federal	\$40,953.00
State of Michigan	
Local Contributions	
Other – Client Program Fees	\$ 4,704.00
Total	\$45,657.00

Uses

Funding Uses	This Project	Larger Initiative (if applicable)	Comments
Personnel	\$14,000		10 hrs/wk; 50 wks @ \$25/hr plus payroll taxes
Contracted Services-repairs, existing RH	\$14,267		Addressing issues at the women's RH on Haley and the men's RH on Eastman.
Contracted Services – rehabilitation, new RH	\$37,450		Rehab needs of identified property: roof, siding, insulation, kitchen, bathroom, porch, furnace, A/C, flooring, fencing
Supplies			
Total Recurring			
Capital Outlay	\$75,000		Purchase of identified property: contingent upon secured funding & Special Use Permit
Total	\$140,717		

Other Uses Descriptions:

Will this project cover contractual expenses for construction?

Yes

If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates?

Yes

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

Downloadable Appendices: (visit www.midland-mi.org/planning to access)

- CDBG National Objectives & Matrices | **appendix 'a'**
- 24 CFR Section 570.201 Basic eligible activities. | **appendix 'b'**
- Midland County Housing Analysis | **appendix 'c'**
- Maps detailing neighborhood geographic focus | **appendix 'd'**
- Playing by the Rules: A Handbook for CDBG Subrecipients | **appendix 'e'**

PHOTO ATTACHMENTS



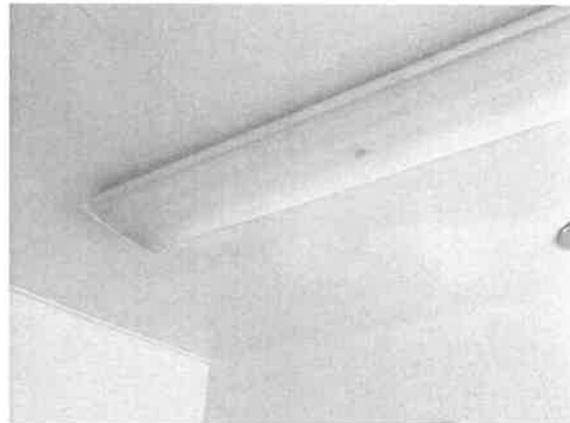
Desired Property Acquisition on Rodd Street-
New roof and siding needed. Furnace 30+ yrs old.
Good bones. Windows have been replaced.



Women's Recovery House – neither higher roof line currently
have gutters. Based on how the neighbors have the yard graded
for their driveway, it can lead to water intermittently seeping into
the foundation. On the east side, it causes issues on the front
porch, especially run off in the winger



Rodd St Property - First floor bathroom



Rodd St Property – kitchen ceiling cracked & patched



**Rodd St Property - First floor living room, two
main floor bedrooms. New carpet**

City of Midland
Community Development Block Grant
Subrecipient Proposal Evaluation Worksheet
date completed: February 3, 2020

Subrecipient Agency: City of Midland - Washington Woods Senior Housing

Project Title: Energy Efficiency - Major Systems

Project Description: Washington Woods intends to complete the 2019-2020 project, carrying forward the \$95,646.00 for the air handling system that could not be completed. The additional budget will allow for completion of the air handling project and replacement of heat pumps.

Grant funds Requested:

2019-2020	Carryover	\$95,646.00
2020-2021	Air Handling Request	\$100,000.00
2020-2021	Heat Pump Request	\$30,000.00

Leveraged Funds: \$ -

National Objective Identified: LMH - Low / Moderate Income Housing
(Activities undertaken to provide or improve permanent residential structures that will be occupied by low / moderate income households)

Rationale: These activities will provide replacement of the aging air handling system for the publicly-owned, multi-family residential facility. This facility primarily serves low / moderate income seniors.

Matrix Code (s) Identified: 14F - Rehabilitation - Energy Efficiency Improvements

Accomplishment Measure: #10 - Housing Units

Rationale: These activities will provide replacement of the aging air handling system for the publicly-owned, multi-family residential facility. This facility primarily serves low / moderate income seniors.

Environmental Review Level: CEST (potentially converting to exempt)

ERR Complete: No

Davis Bacon Required: Yes

Conflict of Interest Noted:

Staff No

Board Of Directors No

SubContractor Evaluation: *Note: COI will need to be evaluated if SubContractors are proposed.

Conflict of Interest Noted

Debarred List

Documentation attached:

Staff Recommendation to HC: _____

Staff Signature: _____

**SUBRECIPIENT REQUEST FOR CDBG FUNDING
2020-2021 CDBG PROGRAM YEAR**

Name of Organization Washington Woods
Project Title Energy Efficiency: Air Handler & West Side Heat Pumps

Section One: Organizational Information

Mailing Address 821 Cambridge Street, Midland, MI 48642
Main Phone Number 989-837-3494
Organization Website _____
Tax ID # 38-6004711
DUNS #* _____
System of Award (SAM) #* _____

*Note: DUNS Number and SAM Numbers are required for funding through the CDBG Program.

Executive Director Kim Samborn
Executive Director Phone 989-837-3535
Executive Director Email ksamborn@midland-mi.org

CDBG Contact Person Lori Jung
CDBG Contact Phone 989-837-3540
CDBG Contact Email ljung@midland-mi.org

What is your organization's mission statement?

It is the City of Midland, Senior Housing's mission to provide seniors with quality, affordable housing in an atmosphere where the residents are fully engaged in a well-rounded community; through friendships, activities, health and wellness programs; our residents sustain the ability to actively pursue their passions and purposes in life.

How does this project seek to work toward that mission?

Energy efficiency will help maintain the sustainability of the building - allowing Washington Woods to continue to provide discounted rent to seniors with limited incomes.

Has this organization previously received CDBG funding for this project/service? Yes
Has this organization previously received **any** CDBG funding? Yes

If yes, please list the program year(s) and the project's title(s) below:

2019-20: Energy efficiency projects (Lighting upgrades, Exterior Door replacement, Air handlers) 2018-19: East path lights; West elevator interiors; East path replacements/sidewalks
2017-18: West path lights 2016-17: Backflow Preventer; Walk-in Freezer 2015-16: West boiler replacement; East Elevator upgrades; Tub cut outs

Section Two: Project Information

Geographic location(s) 821 Cambridge Street, Midland, MI 48642 West side of building
National Objective met Benefit to low and moderate income level seniors
City 'Area of Focus' met Public facility improvements - senior housing
Need/challenge addressed Energy efficiency/ health and wellbeing of the seniors
Is this collaborative project? No
If yes, with what organization? n/a
Is this project part of a larger initiative? N/A *If yes, please define the CDBG portion of the project, as well as its role in the larger initiative in the project description and purpose sections below.*

Project Description: Last year we attempted to complete three energy efficient projects (lighting upgrades, exterior doors and HVAC air handler). The bids for the air handler project came back way over budget. Because of this and the time constraints of the CDBG required completion of the projects; the air handler could not be re-bid. We are asking for a continuation (roll over) for the air handler project (\$95,646.00) with additional money to cover the cost of the completed project (100,000.00 new request) We are also requesting the addition of two west side heat pumps under the energy efficiency umbrella. These heat pumps are original to the building (1976). The pumps are responsible for moving the hot water throughout the heating loops on the west side of the building. The pumps are running at a diminish capacity.

Project Purpose: The purpose of the two projects is to increase energy efficiency within the building.

Who will evaluate the eligibility of clientele to receive services, and who will carry out the project (staff, contractors, etc) Assistant Manager of Senior Housing, Lori Jung, will be the project manager, with the help of Jim Hignite, Senior Housing Maintenance Coordinator. This projects will be put out for bid.

Please describe the work process used to verify low/moderate income level of beneficiaries The majority of our residents fall under the extremely low, very low and low income limits category determined by HUD. Annual rent reviews are completed on all discounted renters. This includes any income, assets and savings that they might have.

Proposed timeframe for project: Work will be completed by spring 2021
Expected lifetime of project work: _____

If requested funds involve rehabilitation or construction, please attach up to 5 photos of the project area. X Photos attached _____ No photos attached

Clientele information

Estimated number of people or Households will benefit from this project /service (not from your entire organization, unless this project will impact all clientele)

210 Households
 Individuals

Please estimate the anticipated demographic profile of the beneficiaries (% or #)

30% Very-low income
35% Low-income
20% Moderate income

Section Three: Budget Worksheet

Please complete the table below or attach a self-prepared budget that contains these elements. Include all expenditures and funding for total project / service budget.

(Please note: CDBG is intended as start-up capital; not intended to fund ongoing program expenses.)

Sources

Funding Sources	CDBG Funded Project	Larger Initiative (if applicable)	Organization-Wide
CDBG Request	\$30,000.00 Heat Pumps - New \$95,646.00 Roll over from 2019 \$100,000.00 Air Handler - New		
Other Federal			
State of Michigan			
Local Contributions			
Other (please specify below)			
Total	\$95,646.00 Rollover from 2019 \$130,000.00 New Request		

Other fund description: _____

Will these funds be utilized to leverage additional funds for this project?
 If yes, please complete the table below.

No

Leveraged Funds	
Federal	
State of Michigan	
Local Contributions	
Other (please specify below)	
Total	

Uses

Funding Uses	This Project	Larger Initiative (if applicable)
Personnel		
Contracted Services	\$130,000.00	
Supplies		
Total Recurring		
Capital Outlay		
Total		

Other uses description: _____

Will this project cover contractual expenses for construction? Yes
 If yes, has the project budget been formulated using Davis-Bacon prevailing wage rates? Yes

Section Four: Federally required attachments

Please include federally required attachments listed below:

- Organizational nonprofit status documentation
- Liability insurance statement (current)
- Financial audit summary report (most recent)

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