

Agenda
Community Development Block Grant Meeting
Municipal Building, 625 52nd Street - *Room 204*, Kenosha, WI
Wednesday, October 26, 2016
6:30pm

Alderman Anthony Kennedy, Chairperson
Alderman Dave Paff, Vice-Chairperson
Alderman Curt Wilson

Committee Member Anita Faraone
Committee Member Ron Frederick
Committee Member Scott Haraty

Call to Order
Roll Call

Citizens Comments

1. Consideration of Proposals for Funding under the *2017 Community Development Block Grant Program*

Committee Member's Comments

*IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 653-4030 BY NOON
OF THIS MEETING DATE TO MAKE ARRANGEMENTS FOR REASONABLE ON-SITE ACCOMMODATIONS.*

2017 COMMUNITY DEVELOPMENT BLOCK GRANT

Interview Schedule

Wednesday, October 26, 2016

Room 204

<i>Tab #</i>	<i>Time</i>	<i>Applicant/Project Title</i>	<i>Category</i>
10	6:30	<i>Walkin' In My Shoes</i> Street Outreach Program	Public Service
11	6:45	<i>Boys & Girls Club of Kenosha.</i> Lincoln Park Outpost Be Great: Participate	Public Service
12	7:00	<i>Kenosha Area Family & Aging Services</i> Volunteer Transportation Service	Public Service
13	7:15	<i>ELCA Outreach Center</i> Help Residents Gain Life-Sustaining Employment	Public Service
14	7:30	<i>Kenosha YMCA</i> Frank Neighborhood Project	Public Service
	7:45		
16	8:00	<i>Kenosha Achievement Center, Inc.</i> Transportation On-Board Security Cameras	Public Service
17	8:15	<i>Great Lakes Community Conservation Corps</i> Pre-Apprenticeship Training	Public Service
18	8:30	<i>St. Matthew's Lakefront ElderGarten</i> Senior Community Garden	Public Service AND Housing, Neighborhood Improvement/Economic Development

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Walkin' In My Shoes

Project Title Street Outreach Program

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
(To be completed by Community Development & Inspections Staff)		

Amount of CDBG Funds Requested \$ \$14,046.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Jo Wynn, CEO and Founder

Address 2211 50th Street
Kenosha, WI 53140-3162

Phone Number 262-764-0214

Cell Number 262-914-2077

E-Mail Address jwynn@walkininmyshoes.org



Walkin' In My Shoes Street Outreach Program

Walkin' In My Shoes (WIMS) Street Outreach Program is a 501(c)(3) nonprofit charitable organization founded in 2005 in response to the increasing issue of underserved street homeless in Kenosha. Jo Wynn would walk the streets and go into areas where homeless people congregate and provide a listening ear and a hand of compassion. During this time Jo Wynn identified three very pressing needs that were unmet by other community organizations. The three unmet needs were: 1) the number of young people, and women with children living on the streets who were turned away because shelters were at capacity, 2) the need for housing assistance for the homeless population, and 3) the lack of information and access to prevention services for those persons living on the street.

Walkin' In My Shoes established the Survival Backpack Street Outreach Program to provide information about prevention services that will link the homeless with immediate emergency shelter assistance and to secure adequate placement within 24 hours. This was done in an effort to reduce the number of homeless youth, women and children on the streets of Kenosha who were at risk of being sexually abused, at risk of being exploited, or at risk of being involvement in criminal activity to meet their basic needs.

Problem the Program/Project Will Address:

In 2015, Walkin' In My Shoes came in contact with 48 unaccompanied homeless youth living on the streets of Kenosha without parents. Teenagers, who were 16, 17, 18 and 19 years old, were making adult decisions. There were teens of deceased parents, LGBT teens, teens of economic hardship, teens that have aged out of the foster care system and adopted homes, teens thrown away, teens abusing alcohol and drugs, and teens who have left home without a plan. Especially disconcerting to our group were pregnant teenagers who refused shelter because the father of the child was not allowed to enter with them and teens fleeing physical, mental, and sexual abuse. Some teens had been homeless for two or more years.

There are only two agencies in Kenosha (Shalom Center and Kenosha Human Development Services Homeless Youth Program) that offer nightly shelter and transitional housing for the homeless community. These agencies are always at capacity to provide immediate emergency shelter for the community, and there are no exceptions made for homeless youth. The unfortunate result is that Kenosha lacks youth services and immediate emergency housing for the homeless young people.

Objective Evidence to Illustrate the Problem:

In 2015, Walkin' In My Shoes Street Outreach Program helped 134 homeless youth, men, women and children living on the streets of Kenosha. In all aspects 80% of the homeless people were resident of the city of Kenosha. Another 10% of homeless people were from other Kenosha County communities such as Bristol, Pleasant Prairie, Salem, Somers, Trevor, Somers, and Twin Lakes. Five percent reported being from Wisconsin communities, including Camp Lake, Green Bay, Janesville, Madison, Middleton, Milwaukee, Oshkosh, Racine, Waukesha, and Union Grove.

The remaining 5% of other people came from outside Wisconsin: Chicago, IL; Zion, IL; Waukegan, IL; Bridgeview, IL; Great Lakes, IL; North Chicago, IL; Waukegan, IL; and Woodstock, IL; Sioux City, IA, Greensboro, MS; Houston, TX; Thomaston, GA; and East Troy, MI.

Goal of the Project:

Walkin' In My Shoes is the only organization in Kenosha that goes out into the community looking for the homeless. Our volunteers are a homeless people's first point of contact and assist them with immediate care including food and personal care items. Our mission is to decrease the homeless population in the city of Kenosha and help people who want to leave the streets and enter into permanent housing.

The first goal of our Street Outreach Program is to locate unsheltered homeless in the city of Kenosha to provide them with a one-time courtesy Survival Backpack well equipped with a meal, sleeping bag, personal care certificate, identification card, client reply card, winter wear, and a directory of social service providers for the homeless populations in the city of Kenosha. Our second goal is to improve the living standards of these homeless individuals and families through education, skills training, and support to assist their transitions from homelessness to self-sufficiency.

We have invested the time on the streets needed to connect with young people, veterans, older adults and families with children, and we have gained the trust and confidence of them.

Project Benefit to Low- and Moderate-Income Persons:

The homeless population's most immediate needs are being met by Walkin' In My Shoes (WIMS) Survival Backpack. WIMS believes in meeting people on their own turf and conveying compassion in a non-judgmental manner. Sometimes people need to hear straight talk to help them to a point in their lives to see themselves transitioning off the streets.

Our agency works with both private and non-profit agencies that have joined together to provide an array of intervention services in order to help homeless youth, families and others who are the most vulnerable of our society. Through these combined community efforts, Walkin' In My Shoes assists our street homeless in transitioning to a safe environment including emergency shelter, lodging, and permanent housing.

Beneficiaries of the Project:

The primary beneficiaries of the Street Outreach Program are the homeless, especially teenagers, young adults, disabled service men and women, and disabled seniors. The benefit directly from the Survival Backpack Program, Night Lite Café Outreach, and After Care Outreach.

The Survival Backpack Program Component: Each backpack includes a sleeping bag and the following items:

- 1. Directory Book of Social Service Providers for the Homeless Population:** This comprehensive resource book provides 130 pages of information of social service providers in Kenosha that are designated to assist the homeless further transition from homelessness to self-sufficiency. There is information about nightly INNS Shelters, available meals, showers, clothes cleaning services, or a change of clothing. In addition, there is information on available healthcare services, church worship, continuing education, and job search assistance.
- 2. Homeless ID card:** An ID card provides clients (who are eligible) with identification to carry with them from Walkin' In My Shoes support services.
- 3. Meals Ready to Eat:** We provide a healthy meal, which includes tuna-to-go or whole grain sub sandwich (turkey, ham, or chicken), baked chips, Jell-O cup, granola bar, fresh fruit, and bottled water.

4. Client Rely Card: These cards are returned back to our office with feedback from clients. Walkin' In My Shoes wants to hear from homeless people on how the collaborative resources among social service agencies, churches, etc. have helped them. We seek feedback on how we could improve our services. Clients are also given a card and invited to visit our office to conduct a face-to-face Individual Need Assessment interview.

5. Children pack: For children, we add a coloring book, crayons, activities books, and food snacks.

6. Personal Shower Hygiene Kit Certificate: The certificate are returned back to our office for each person to redeem a one-time courtesy shower pak. This kit includes brand new underwear for seven days a week, new socks, new bath towel and washcloth, travel size toiletries, toothbrush/toothpaste and toothbrush holder, deodorant, body lotion, shampoo and conditioner, soap and soapbox holder, hand wipes, chap stick, and comb. These essentials allow our clients to shower at either of our two community networking partners' shower facilities four days a week. We provide specialty personal care items for infant/toddlers and children.

7. Winter wrap: Each pack includes thermal wear, wool hats, wool socks, hat and feet warmers, and lip balm to provide clients with added support to brave severe cold weather.

8. Summer wrap: Each pak includes bottled water, Gatorade, sunscreen, bug spray, rain pouch, and lip balm ointment to provide clients with added support to stay cool in hot weather.

Night Lite Café Outreach: This component is a continuation of our street outreach services. We offer one night a week after hours to help homeless service men and women, chronic veterans, who may miss/or may not choose to go into agencies for help due to PTSD, and other health related issues meet basic needs such as food and a warm sleeping bag. These services also help people with mental illness, homeless youth, minors (fleeing sexual abusive home), men, women, and children and people with mental disabilities. We provide referrals to social service agencies the next day.

After Care Outreach: This component is a continuation of our outreach services. We go into the prison system to assist homeless incarcerated women and/or men with their discharge exit plan prior to their release from the Kenosha County Detention Center, and Kenosha County Jail. We seek to help people respectfully transition back into mainstream society and avoid reoffending just so they could have a warm bed to sleep in. This also ensures that they gain or continue living in a secure situation by providing information and referral to employment leads and rental assistance programs within. With this program, we work to reduce recidivism in our community.

Walkin' In My Shoes is committed to advocating for access to needed community resources and providing supportive services to help homeless individuals and families regain their dignity, hope, and rightful stance in society. The program speaks from the CEO's heart because she herself experienced a period of homelessness in 2004 and knows first-hand the struggle one faces to regain their sense of community. We are confident that the items in our backpack will help begin the change in the lifestyle of every individual homeless person who receives one. This Christian-based community-focused program will exhibit the compassion and empathy that may begin positive change in the life of a homeless individual and/or homeless family.

Program Measurement and Success of the Project:

Walkin' In My Shoes, Inc. will submit a quarterly project report of the 2017 fiscal year indicating the number of people served through the project funded in part by the City of Kenosha CDBG (Community Development Block Grant). We measure program success:

- By the number of low to moderate income homeless people we serve.
- By the number of duffel distributed to the homeless populations.
- By the number of homeless who access available services and obtain needed shelter/housing in 2017.
- By the number of homeless inmates identified as part of a target population (young adults, mentally ill, and older adults), and who use the referred services such as education, employment, and healthcare.

By assisting the homeless in our community, our project will stand as a model for the city. The project will take place on the streets of Kenosha, in places where homeless people can be located through our outreach efforts.

Project Location:

The Street Outreach Program is facilitated out of our office located at 2211-50th Street, Kenosha, Wisconsin 53140-3162. The organization CEO and Founder will managed the program with a part-time field outreach staff associate position, and a homeless advocate position.

WIMS project will cover any and all areas of the City of Kenosha where homeless persons can be found, but the main emphasis will be areas of the city where low to moderate income individuals are more prevalent based on WIMS experience and partner organizations' data. The primary objective of the Street Outreach Program would assist 100 youth, men, and women as well as 35 children over the next 12 months. We will assist these people in transitions from the streets into emergency shelter/permanent housing through the provision of the Street Outreach Program and referral services.

3. Public Service Project:

a) What services does your Agency provide?

WIMS, SOP, provides fully equipped backpacks to aid street homeless youth, men, women and children living on the streets of Kenosha, WI.

b) How will this project relate to these services?

WIMS, SOP, provides direct support and assistance at first point of contact; which includes food, sleeping bage, resources and referrals.

Yes No

c) Is your project a continuation of a current activity?

d) Is your project an expansion of a current activity?

e) Have you received CDBG funding previously to operate this service?

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2011	\$5,000.00	2012	\$5,000.00	2013	\$4,626.00
2014	\$7,293.00	2015	\$11,071.00	2016	\$11,000.00

f) If this project is not currently in operation, do you have staff to implement the project?

g) Do you have office space to accommodate the proposed service?

h) If funds are for non-administrative expenses, have you obtained three written estimates?

i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.)

j) When will the project be implemented? 01/17 (mm/yy)

k) Please explain your plan to identify clients for this service.

Our homeless advocate drive/walk/ around in the city of Kenosha where street homeless persons' have been identified as needing shelter. We also go into the Kenosha County Detention Center/Jail where females and/or male inmates have been identified by program manager as homeless.

l) Number of (UNDUPLICATED) clients to be served by this activity. 135

m) Other information you wish to provide regarding the status of the project:

Client testimonial letter of support.

Go to and complete pages 9-16

Sept 6th 2016

Dear Mo Jo,

I pray my letter find you in the best of health and spirit.

I'm writing this letter to thank you for all you have done for me and still doing for me, since I been home from prison. I came home with nothing. Came home having to go through chemo and radiation treatment because of breast cancer.

I thank you for helping me with open arms. You help me get clothes, hygiene, furniture, food and put me in the right direction to get housing. If not for you I felt helples.

I read up on your program, I see when you go out to different prisons and talk to young women and men. You help young girls that come home get their babies back. You help them get housing, jobs, clothes, food furniture, you help them to get back in school. You was the reason I was able to see my son for that I will always be grateful to you.

You have a really outstanding program. I really think you should get more grants for your organization to help set up programs that help inmates transition from prison to help set up housing programs, employment programs. Because prison transition programs are lacking everywhere.

Thank you again for everything and if I can help you with your organization in any kind of way I'm here for you.

Sincerely,
Judy McConnell

Out of prison, into a tough spot

Published April 15 2016

BY DENEEN SMITH

dsmith@kenoshanews.com



Judy McCarroll shows her sentence-reduction document. r. Her she\'s holding a document about her son, who is still in prison. Photo by (KEVIN POIRIER)

Judy McCarroll found out that she had breast cancer just before being released from prison. Since she has been out she has kept going to her treatments but does not have a permanent home. She show her granted sentence reduction paper. (KEVIN POIRIER

She filed a complaint for the delay of treatment that she experienced while incarcerated

Judy McCarroll is living in what one advocate calls the Twilight Zone. McCarroll, 62, was released from federal prison Oct. 30 after serving 20 years and nine months for a non-violent drug offense. She walked out of a Texas federal prison with the clothes she was wearing and enough money to buy food for the day, along with a plane ticket back to Chicago.

Complicating her already fraught situation was the fact that the day after she learned she had won an early release, she was diagnosed with breast cancer. Rather than going to a halfway

house to transition from prison, she was sent to a federal prison with a medical facility, where she received the first stage of chemotherapy.

"The only thing they did to help me (with the transition from prison) was the social worker found me a hospital to come to here for my chemotherapy and radiation," McCarroll said. "And by me having cancer, they couldn't let me ride a bus, so they gave me a plane ticket."

While she was in prison her mother, father and brother had died. Her son, who had been sentenced along with her for the drug violation, was still in prison.

At the airport, she was met by her grandson, Antonio Campbell, who was 5 years old when she went to prison. Now she's living in Kenosha with Campbell.

She arrived sick and weak, with no money, no clothes, no resources and a working knowledge of American life that had come to a full stop in January 1995.

"It reminds me of an episode of the 'Twilight Zone' I saw once," said Wendel Hruska, executive director of Project Return, a faith-based agency in Milwaukee that works with people getting out of prison.

"For those who were in prison for a long time, they come out and everything around them has changed and they were unable to change with it," Hruska said. "This world around them is alien, and they are plopped down into this environment and not given any resources to navigate it."

McCarroll was sentenced to 27 years in federal prison for her part in a drug conspiracy case.

According to McCarroll, she was one of eight defendants in the case, which involved the intent to distribute 500 grams of heroin. It was her first criminal charge.

"I never sold drugs. My son did sell drugs, and after I found out that he was selling drugs, like any mother, I tried to stop him. But he didn't stop," she said. "What my part in this was that I kept his money for him."

Her son, who was then 21 and had no criminal record beyond traffic tickets, was sentenced to 33 years. He is still in prison. She hopes to help him earn an early release as well.

McConnell's sentence was reduced under program that released about 6,000 federal inmates early to ease prison overcrowding and in response to a growing belief that the harsh prison sentences handed out to non-violent drug offenders in the 1980s and '90s were a mistake.

The United States has the highest prison population in the world, with about 1.5 million people incarcerated. Wisconsin, which has about 22,000 inmates in state prison, has the highest incarceration rate for black males in the country.

"We spend \$1.3 billion every year on corrections — we spend more on corrections than we do on the entire UW system," Hruska said.

Hruska said there seems to be bipartisan movement toward the idea that long prison sentences for non-violent drug offenses may not be a good use of resources. There is also a growing focus on the idea of diversion programs, like Kenosha's drug treatment court, that would focus on treating drug and mental health problems rather than on prison.

"It wasn't overnight that mass incarceration became a huge problem in Wisconsin," Hruska said, noting that the policies developed over more than 30 years. "It's only been

recently that folks have come around to understanding that what we are doing in correction policy is not working.”

But while there is a movement toward changing sentencing rules and releasing some offenders earlier, there is little focus on what to do with prisoners on release.

Hruska said his organization, launched in 1980 by an inner-city Lutheran church, tries to help people getting out of prison through counseling and jobs programs.

“There are huge barriers that individuals face when they return from incarceration,” he said. Those include lack of job skills and problems integrating back into their families.

For older former inmates like McCarroll, the problem is especially acute.

“They have to figure out how to survive in a world that has passed them by, and they have to figure it out with little or no assistance from the state or even nonprofits,” Hruska said. “ They have to have a real strong mental fortitude to navigate the system. And often times they either are revoked” — for violating the terms of their release — “or they fall into addictions. For a lot of individuals it is not terribly long after they are released that they pass on.”

In Kenosha County, there are very few resources for people getting out of prison.

“You exit prison with a few bucks in your hand and you are supposed to rehabilitate yourself,” said Terry Rose, a criminal defense attorney and member of the Kenosha County Board. “It’s a real problem that has absolutely not been addressed. What we have addressed is building prisons.”

The only agency directly serving former inmates in the county is Birds of a Feather. Director Tony Moore, a former inmate himself, launched the agency to help former offenders, but the agency’s mission is focused on drug addiction recovery. There are residential programs, but those, too, focus on drug or alcohol addiction recovery.

Things like prison-transition housing programs and job services are non-existent here, according to Moore, Rose and others, although Moore said he and others are working on ideas for programming. Prison transition programs are lacking everywhere, Moore said.

“We dropped the ball. We dropped the ball in the early '90s when the War on Drugs came, but we didn’t do the other side,” Moore said. “We should have had transition programs ... we should have had prevention programs set up to train and educate people. But we didn’t do any of that.”

McCarroll said she has found some help in the community. A social worker at the hospital helped her find a charity that gave her a wig when she lost her hair to chemotherapy. The organization Walkin In My Shoes has been working with her as well.

Goodwill gave her some clothing. A food pantry gives her food once a month. She was able to enroll in Medicaid and FoodShare.

And her grandson, Antonio, a 26-year-old retail worker and college student, has let her stay in his Kenosha apartment. He takes her to medical appointments and has bought her clothes.

“I’m just happy to have her here with me,” he said.

But she knows she can’t stay with him forever. “I’m here as a guest. I’m basically homeless,” she said.

She is frightened by some things in the outside world, like crowds of people, loud noises, or even the sound of keys. Seemingly small issues throw up big barriers. Her

doctors have told her she should be on vitamins to augment her cancer treatment. But they are not covered by either FoodShare or Medicare, and so she does without.

“The hardest thing is dealing with cancer, with my illness, and not having my own resources, my own money, my own apartment, my own bed.”

But she has hopes for her future.

“I want to have my own place — to have somewhere that I can call home,” McCarroll said. “I want to get out and volunteer. To try to help other people. Definitely to let young people know about what happens with drug laws and using drug, selling drugs, and what it does to families.”

She said she wants people to know what can happen. “I’ve lost so much when I was locked up that I can never get back.”

5/3/16

Ms. Joe

I hope this letter reaches you in the best of health, first of all I want to thank God for placing such a person as yourself in my mother's life, I must thank you for being there for my Mother while she battle cancer and adjust to freedom after such a long period of incarceration. I can never thank you enough for your kindness toward my Mother. My Mother is my heart-beat and the only crime she is guilty of is not being able to tell her only Son No, I can never describe in words the pain I felt seeing my Mother in shackles and sentence and then shipped away for 27yrs, all because of my foolish acts.

I have and still live with that pain and guilt and had it not been for God's mercy, grace and guidance, I am afraid I would have went totally dark but God had a plan for me, he brought me closer to him, which in turn brought me closer to my higher self, now I use my voice to persevere young men and women not to make the mistake I made, I feel it is my duty, I also believe that it is those that are placed at the lowest that will reach the highest heights, I don't want to take up too much of your time, I just want to say thank you again Ms. Joe, you are a remarkable

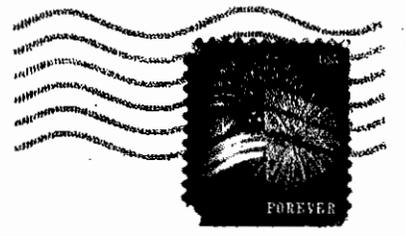
2)

Wishes which I have the highest respect and
regard for, may God continue to bless you, take care
and thank you again for being there for
my mother, she is my life,

Sincerely,
Suzanne M. Cannon

Lawrence M. Carroll #05362 4/1
To local collection only
from your box
Atlanta City, AL 37336

MEMPHIS TN 380
04 MAY 2016 PM 2 L



↔08862-424↔
Walking In My Shoes Ms Joe
2211 50TH ST
Kenosha, WI 53140
United States

53140316211



Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$14,046.00
Source: St Mary's Lutheran Church Endowment Funds	\$4,500.00
Source: Green Bay Packers Foundation	\$1,500.00
Source: We Energies Foundation	\$1,000.00
Source: Kenosha Lions Foundation	\$500.00
Source: Baxter Foundation	\$1,000.00
Source: Board of Directors Contribution	\$1,980.00
Source:	
Source:	
Source:	
Source:	
TOTAL REVENUE:	\$24,526.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: Staff salary (1 part-time staff)	\$2,000.00	\$0.00	\$2,000.00
Expense: Program Products and Goods	\$12,046.00	\$0.00	\$12,046.00
Expense: Office Rental		\$6,900.00	\$6,900.00
Expense: Utilities (gas/electric/water/sewer)		\$500.00	\$500.00
Expense: Telephone/Internet Services		\$190.00	\$190.00
Expense: Website (Domain/Hosting site)		\$190.00	\$190.00
Expense: Commerical Liability Insurance		\$1,600.00	\$1,600.00
Expense: Accounting Services (CPA.bookkg)		\$800.00	\$800.00
Expense: Office Supplies(postage,pen,paper)		\$100.00	\$100.00
Expense: Transportation (fuel/bus/cab)		\$120.00	\$120.00
Expense: Hospitality Guest Serv. (volunteers)		\$70.00	\$70.00
Expense:			\$0.00
Expense:			\$0.00
TOTAL EXPENSES:	\$14,046.00	\$10,470.00	\$24,526.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

If full funding is not awarded, backpacks, sleeping bags, resource books, and food would have to take priority over other items, and less street homeless youth, veterans, older adults, families and children will receive the support services they need to transition to living a life on the streets, to living a life in emergency shelter/permanent housing. We would not be able to serve incarcerated homeless women and/or men upon their release from the Kenosha County Detention Center/Jail transition back into mainstream society.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

**As the only street outreach program in Kenosha that goes out into the community looking for the homeless. Instead of being able to provide 135 backpacks for street homeless youth, veterans, older adults, families and children. It would be determine by the number of backpacks available due to reduction of funding.
We would have to limit our aftercare outreach services to the Kenosha County Detention Center/Jail to help homeless incarcerated women and/or men transitions back to mainstream society.**

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount
We Energies Foundation	\$1,000.00
Green Bay Packs Foundation	\$1,500.00
St. Mary's Lutheran Church Endowment Foundation	\$4,500.00

**Street Outreach Program
Organization's 2017 Project/Program Budget:**

Qty.	Products	Price	Total	CDBG
100	5' X 8' 130 Page Resource Directory of Social Service Providers for the Homeless Populations (50 Winter Edition/50 Summer Edition)	\$ 13.00 Each	\$ 1,300.00	\$ 1,300.00
100	30 Degree Adult Sleeping Bags, Backpack/Duffel Bag, personal care: bath towel, washcloth, soap, deodorant, toothbrush, toothpaste, comb, new underwear, socks thermal top and bottoms, wool hat, wool gloves, scarves set, hand and feet warmers, client homeless verification card, Client Reply Card and Meals Ready to Eat.	\$ 80.00 Each	\$ 8,000.00	\$ 8,000.00
35	Children/Youth Sleeping Bags, Backpack, personal care: bath towel washcloth, bath wash, lotion, toothbrush, toothpaste, comb, new underwear, infant/toddler oneies, socks thermal top and bottoms, wool hat, wool gloves, scarves set, coloring book/crayon/sticker kit, and Meals Ready to Eat.	\$ 70.00 Each	\$2,450.00	\$ 2,450.00
14	Plastic Badge Holders (12 to Pak)	\$ 9.00 Each	\$ 126.00	\$ 126.00
4	Inkjet cartridges (2 color & 2 black) sets	\$ 40.00 Each	\$ 160.00	\$ 160.00
1	Card Stock Paper	\$ 10.00 Each	\$ 10.00	\$ 10.00
1	Homeless Advocate Support Coordinator @\$10.00 an hour 20 hours per week for 52 weeks	\$ 240.00 Week	\$ 12,480.00	\$ 2,000.00
	Total		\$ 24, 526.00	\$ 14,046.00

Budget Narrative:

Walkin' In My Shoes, Inc., will use these funds to support our street outreach program with the cost to purchase products and goods for our street based survival backpack. These items would include: 135 survival backpacks, food, bottled water, personal care products, men, women, and children underwear, winterwear, homeless verification card, and client reply card, and 100 resource directory for the homeless populations (summer and winter editions).

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment 12A.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

Walkin' In My Shoes Street Outreach Program assist street homeless people, and homeless incarcerated women and/or men with immediate care including food, resources and referrals. As both prevention and intervention services, it's a continuation of our street outreach approach. Our goal is directly related to the mission of decreasing the homeless population in the city of Kenosha, Wisconsin. With the hope of helping people leave the streets, and enter into emergency shelter and permanent housing.



Organization's Board of Directors
2017 Endorsing Resolution

Resolution approving a grant for project activities known as the "Survival Backpack Street Outreach Program".

WHEREAS, Walkin' In My Shoes, Inc., has applied for a grant in the amount of \$ 14,046.00 from the City of Kenosha Housing and Urban Development Community Development Block Grant (CDBG), for products and goods to its Survival Backpack Street Outreach Program services related outcomes to the unsheltered underserved street homeless youth, men, women and children, for the fiscal year 2016.

WHEREAS, It is in the best interest of the Walkin' In My Shoes, Inc., organization' principles.

WHEREAS, Walkin' In My Shoes, Inc., will contribute \$ 1,980.00 to this project (cash and/or in-kind).

WHEREAS, As condition of receiving the grant funds, the Board of Directors requires a full accounting prior to end of 4th quarter reporting.

RESOLVED, That the Board of Directors, unanimously approves Walkin' In My Shoes, Inc., to take all actions, make determinations, exercise discretion, grant or deny approval, and otherwise take all reasonable steps necessary for full outcome performance and measurements of the organization on behalf of the Walkin' In My Shoes, Inc., in accordance to its By-Laws.

Vermetria Warner
Board President

10-12-16
Date

Lewanna S. Nelson
Board Treasurer

10/12/16
Date

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.

Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.

Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

100 youth, adults, and 35 children who are homeless will receive backpack, food, water, resource directory and personal grooming kits to meet their immediate needs and enhance their living environment.

100 youth, adults with 35 children will receive written referral to connect them to both public human services and other nonprofit agencies to address their homeless issues or improved accessibility to housing services and resources.

100 youth and adults who are homeless will receive soft skill training to access new jobs.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan 10/16
- Non-Profit's most recent Annual Report

The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement 07/05

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: **(Two signatures are required.)**

<u>Vermetrias Warner</u> Signature of Authorizing Official	<u>10/12/2016</u> Date
<u>Vermetrias Warner, Board President</u> Typed Name and Title of Authorizing Official	<u>262-748-2312</u> Phone

<u>Jo Wynn</u> Signature of Authorizing Official	<u>10/12/2016</u> Date
<u>Jo Wynn, CEO and Founder</u> Typed Name and Title of Authorizing Official	<u>262-764-0214</u> Phone



Walkin' In My Shoes, Inc.

**Walkin' In My Shoes, Inc.
2016-17 Board of Directors**

Organization's Leadership	Board of Directors	Affiliations	Address	City	St	Zip Code
Jo A Wynn	Chief Executive Officer	Walkin' In My Shoes	7911-60 th Avenue	Kenosha	WI	53142
Vernetrias Warner	Board President	DO YOU, Inc.	3112-60 th Street	Kenosha	WI	53144
Ronald J. Smith	Board Vice-President	Retired Chrysler Motors Worker	7809-39 th Avenue, Upper	Kenosha	WI	53142
Martha R. Vasquez	Board Secretary	St. Margaret Mercy Hospital	5454 S. Hohman Avenue	Hammond	IN	46320
Davenia S. Nelson	Board Treasurer	Outreach Community Church of God In Christ	8994 Heathwood Circle	Niles	IL	60714
Lenora Day	Board Member	Mary Kay Beauty Consultant	2150-89 th Street	Kenosha	WI	53143
Stanley Washington	Board Member	Washington's Accounting & Tax Service, LLC	818-49 th Street	Kenosha	WI	53140
Joseph A. Ruhl	Board Member	Retired	1006-60 th Street	Kenosha	WI	53140
Tracy Ngewaki	Board Member	Gordon Food Service	6905 75 th Place	Kenosha	WI	53142
Minister Stevie Ingram	Board Chairman	Second Baptist Church	3925-32 nd Avenue	Kenosha	WI	53144



2017 Program Plan

Street Outreach Program

Walkin' In My Shoes, Inc., and its Board of Directors, composed of former homeless persons' program plan is based on their experiences recommends the following for the organizations street outreach programs plan.

- Provide street based services by going out to locations or places where unsheltered homeless youth, men, women and children are located and not wait for them to come for service.
- Provide duffle bag/backpack, sleeping bag, food, water, winter garments such as; thermal wear, hats, gloves, and scarves items at first point of contact with homeless persons'.
- Provide summer and winter resource directory of social services providers in Kenosha, including verbal or written referrals to area services providers.
- Provide written referrals and identification cards to help with use of area and support services.
- Provide cleanliness services through personal care products, and clean clothing.
- Provide financial assistance to youth, disable service men and women, and disable older adults locating and assisting with temporary shelter or permanent housing.
- Provide support by accompanying clients to court, medical, or human services appointments.
- Provide aftercare outreach services within Kenosha County Detention Center/Kenosha County Jail facilities, deliver duffle bag/backpack, sleeping bag, food, water, winter garments such as; thermal wear, hats, gloves, and scarves items to homeless female and/or male incarceration prior to their release.

Board of Directors Approved October 2016

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Boys & Girls Club of Kenosha

Project Title Lincoln Park Outpost Be Great: Participate

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested \$ \$40,300.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Kathy Holland, Director of Operations

Address 1330 52nd Street
Kenosha, WI 53140

Phone Number 262-654-6200

Cell Number 773-875-6996

E-Mail Address kholland@bgckenosha.org



2017 LINCOLN OUTPOST- BE GREAT: PARTICIPATE

BOYS & GIRLS CLUB OF KENOSHA – C.D.B.G. NARRATIVE

If awarded, the Boys & Girls Club of Kenosha proposes to use C.D.B.G funds to provide Outreach services in the City of Kenosha by providing a weekday mentoring/prevention summer program utilizing the Oribiletti Center at Lincoln Park as a neighborhood outpost. A significant majority of the youth served by this programming are facing economic challenges as indicated by the area benefit statistics for the Lincoln Park neighborhood.

During the summer months, there is a well-documented need for structured and supervised programs and opportunities for youth in the City of Kenosha. In the summer of 2015, several local organizations, including the Boys & Girls Club of Kenosha youth empowerment staff, formed partnerships to offer a variety programs and activities at Lincoln Park. There was a lot of positive community feedback, which led to the creation of a Lincoln Park Steering Committee. Boys & Girls Club staff was invited meet with the committee and brainstorm ideas. One main theme that emerged was to offer summer programming out of the Oribiletti Center to be facilitated by the Boys & Girls Club of Kenosha.

In the summer of 2016, Boys & Girls Club of Kenosha successfully operated the Be Great: Participate Lincoln Park Outpost for 215 unduplicated youth with the help of funding received from the Community Development Block Grant Funds. In discussions with KPD, the number of complaints and issues in the neighborhood were dramatically decreased from the year prior. While many other objectives helped lower the number of incidents, it is with no doubt that this program positively impacted that reduction.

The 2017 summer program offered at the Lincoln Park Oribiletti Center will emulate successful and measurable Boys & Girls Club of America national programs that are currently being offered the BGCK Troha Youth and Teen Centers and were provided at Lincoln Park in the summer of 2016. The goal will be to serve a minimum of 175 unduplicated youth ages 6-18 during the 2017 summer. Programming will begin June 12th and run 11 weeks. Programs will be offered Monday through Friday from 12:00 pm-6:00 pm.

The goal of Be Great: Participate is to supplement unsupervised activity at Lincoln Park by sponsoring structured, supervised recreational and educational activities in Lincoln Park and at

the Oribiletti Center for youth ages 6 to 18. Programs will be offered in cooperation with the neighborhood groups continuing to provide positive activities at the park. The Boys & Girls Club of Kenosha will again seek to partner with other local organizations to provide programming in specialized areas for the youth whenever necessary and possible. In the summer of 2016 partnerships at Lincoln Park included:

- Nowak Poetry, Inc.-Creative Writing Workshop
- Tremper High School Soccer Program-Soccer Clinics
- UW Parkside Basketball Team-Basketball Clinic
- Kenosha Museums-Museum Mysteries Program
- Leeward-Game Masters
- Humane Society-All about Dogs
- KAFASI-RSVP Senior Volunteers
- UW Extension-Healthy Eating Program
- Kenosha Police Department- Officers were at program every day mentoring youth
- Kingfish Baseball Clinics sponsored by: Kingfish, AMB foundation, Mahone Foundation, KPD,KFD, and Lee Plumbing

Our affiliation with Boys & Girls Clubs of America enables us to offer evidence-based programs that concentrate on the development of healthy youth by addressing the need for positive adult contact and thereby reducing risk factors (ie., early and persistent antisocial behavior, alienation, family management problems and lack of commitment to positive behaviors). These programs also enhance protective factors (ie., healthy lifestyle choices, opportunities for involvement and social reinforcement).

Research indicates that effective prevention programs must reduce risk factors that increase the risk of problem behaviors and enhance protective factors that protect youth from risk (OJJDP 2000). Mentoring programs provide youth with personal connectedness, supervision and guidance, skills training, career and cultural enhancement opportunities, a sense of self-worth and goals and hope for the future (USDOJ 1998). Additionally, resilience research provides evidence for the success of mentoring programs. Resilience is defined as the capacity of those who are exposed to identifiable risk factors to overcome those risks and avoid long term negative outcomes such as delinquency and school problems. Resilience research demonstrates that at risk youth who are involved with at least one caring adult are more likely to withstand the range of negative influences, including poverty, parental addiction, family mental illness, and family discord than are peers who are not involved in a similar mentoring relationship (Journal of Counseling and Development, 1996)

Programs and services will be led by trained youth development professionals. Programs and services are designed to promote and enhance the development of youth by instilling a sense of belonging, competence, usefulness and power of influence. Having an acknowledged place to

congregate and participate in safe activities during the crucial times during the day throughout the summer is vital to the prevention of delinquency and gang-related behavior.

BGCK will provide youth nutritious meals each afternoon through participation in the Summer Food Service Program, which is funded by the U.S. Department of Agriculture (USDA) and is administered by the Wisconsin Department of Public Instruction.

Club programming is educational and developmental, while being fun and entertaining at the same time. Boys & Girls Club of America develops programs based on three priority outcomes. These outcomes are Academic Success, Good Character & Leadership and Healthy Lifestyles. These programs are aimed at addressing 4 alarming national statistics as they relate to our youth including: 1 out of 5 kids won't graduate on time, 1 out of 5 kids live in poverty, 3 out of 10 kids are obese or overweight. Juvenile crime escalates between hours of 3pm-7pm. (Editorial Projects in Education Research Center, 2014)

Core areas of BGCK programming are:

Character & Leadership Development - Programs in this Core Program Area empower youth to support and influence their Club and community, sustain meaningful relationships with others, develop a positive self-image, participate in the democratic process and respect their own and others' cultural identities.

- Education & Career Development- Programs in this Core Program Area enable youth to become proficient in basic educational disciplines, apply learning to everyday situations and embrace technology to achieve success in a career.
- Health & Life Skills - Programs in this area develop young people's capacity to engage in positive behaviors that nurture their own well-being, set personal goals and live successfully as self-sufficient adults.
- The Arts - Programs in this area enable youth to develop their creativity and cultural awareness through knowledge and appreciation of the visual arts, crafts, performing arts and creative writing.
- Sports, Fitness & Recreation - Programs in this area develop fitness, positive use of leisure time, skills for stress management, appreciation for the environment and social skills.

Below is the breakdown of attendance by program for the summer of 2016 at Lincoln Park.

Club Tech (technology programs) - 133 unduplicated and 325 duplicated youth participated

Good Character & Citizenship Programs-141 unduplicated and 299 duplicated youth participated

Healthy Habits (Healthy Food Program)-16 youth participated

Sports Fitness & Recreation/Triple Play-184 unduplicated and 1420 duplicated youth participated

Triple Play Gamesroom-143 unduplicated and 1026 duplicated youth participated

The Arts- 97 unduplicated and 398 duplicated youth participated

The Oribiletti Center will be open for 30 hours during the week under our proposal, there will be a site director and 4 part time staff to oversee the program. In addition, Boys & Girls Club maintenance staff set everything up, cleaned and maintained the Oribiletti Center, along with cleaning the bathrooms each day. At the end of the program, the staff cleaned out all equipment, cleaned carpets etc.

To further enhance the quality of programming provided for the youth at Lincoln Park, if awarded full funding, the 2017 program schedule will include field trips to provide additional opportunities for kids. Field trips will be in addition to the daily activities planned at Lincoln Park.

The Boys & Girls Club of Kenosha and the City of Kenosha worked together to purchase computers, TVs with gaming systems and TV, two ping pong tables and sports equipment to be used at the Oribiletti Center. This equipment will be utilized again to run programming. Additional perishable supplies will need to be purchased to provide quality programming including: arts & crafts supplies, paint, paper and printer ink, toilet paper and paper towels, cleaning supplies and products, etc.

Boys & Girls Club Director of Teen Services, Felicia Dalton, MSF, APSW will be assigned oversight responsibilities for the program including hiring, training, planning and support for the part-time staff. The Director of Teen services will serve as the main point of contact for the program and reporting. Scheduling of staff and activities will be overseen by the director. The BGCK Director of Outreach & School Services, Dennis Bedford, BSW, will also have a steady presence at the Oribiletti Center and will assist part-time staff in youth empowerment and gang diversion training along with providing guidance, assistance and intervention when needed. The Director of Outreach & School Services will host group sessions at the Oribiletti Center including the Boys & Girls Club of America nationally recognized program, Street Smarts. Participants in this gang and violence prevention program will be exposed to various lessons in bullying prevention, as well as an emphasis on resiliency training to give Club members the skills they need to grow up confident, caring and responsible. All staff will be first-aid and CPR certified.

The Boys & Girls Club of Kenosha will provide a yearly membership to each youth participating in the Lincoln Park Programming at the Oribiletti Center. This will give the youth who participate at Lincoln Park during the summer opportunities to participate in Boys & Girls Club National programs focusing on Academic Success, Good Character and Citizenship and Healthy lifestyles. The membership will provide access to the Boys & Girls Club so the youth are able to continue with structured and supervised programming, along with meals, at the BGCK Youth and Teen center during the school year. The Boys & Girls Club of Kenosha, through the Gus the Bus Transportation initiative, has expanded opportunities to the Lincoln Park area by providing free transportation from elementary, middle and high schools to the Boys & Girls Club of Kenosha location.

The Boys & Girls Club of Kenosha utilizes Access Database Software called Member Tracking System. This system allows staff the ability to check youth in and out as well as, have access to contact information. Additionally, participation in the various programs can be entered, tracked and measured. The success of this program will be determined through various metrics including,

- Youth served- The 2017 goal will be to serve 175 unduplicated youth. In 2016, the goal was to serve 150 unduplicated youth and the final number came to 215 youth that participated.
- Police contact with juveniles at Lincoln Park-There was no negative police contact with any of the youth that participated in the 2016 program.
- Program attendance- Attendance is taken during each program area. To review detailed numbers, please view the section above titled, core program areas.
- Average Daily Attendance- The average daily attendance was 40 youth per day in 2016. Several factors can attribute to attendance, such as, weather conditions and temperature conditions.
- Performance metrics achieved in individual programs

BGCK is in a position to effectively help public entities in Kenosha address issues and problems as they emerge, before they become too big to address. We view our role in programming at the Oribiletti Center at Lincoln Park as one way we can continue to help by bringing structure and a history of effective programs to the great strides the neighborhood groups have started.

3. **Public Service Project:**

a) What services does your Agency provide?

BGCK After-school programs, sports leagues, at-risk prevention programs, youth empowerment and youth employment programs.

b) How will this project relate to these services?

Lincoln Park project ties directly with the after-school programming model providing a safe, positive place with supervision and structure for youth.

- | | Yes | No |
|---|-------------------------------------|--------------------------|
| c) Is your project a continuation of a current activity? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Is your project an expansion of a current activity? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) Have you received CDBG funding previously to operate this service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2016	\$30,000.00				

- | | | |
|---|-------------------------------------|-------------------------------------|
| f) If this project is not currently in operation, do you have staff to implement the project? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g) Do you have office space to accommodate the proposed service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| h) If funds are for non-administrative expenses, have you obtained three written estimates? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment <u>B & C</u>) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| j) When will the project be implemented? <u>06/17</u> (mm/yy) | | |

k) Please explain your plan to identify clients for this service.

Participants will fill out a membership/intake application. Applications will include residency information. The program will be run as a "drop-in" site outpost for youth to attend, meaning all youth with a signed permission slip/intake form will be welcomed to participate. Attached to application.

l) Number of (UNDUPLICATED) clients to be served by this activity. 175

m) Other information you wish to provide regarding the status of the project:

The pilot summer of the Lincoln Park Outpost was a success by providing youth a safe place, with positive adults and a meal each day.

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	Amount
Source: CDBG ENTER CDBG AMOUNT HERE	\$40,300.00
Source: State of Wisconsin DPI	\$11,810.00
Source: BGCK Funding	\$13,052.66
Source: County Funding	\$4,100.00
Source:	
TOTAL REVENUE:	\$69,262.66

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	CDBG Funds	Other Funds	Total Amount
Expense: Payroll Costs	\$37,000.00	\$12,842.66	\$49,842.66
Expense: Meal Costs	\$0.00	\$11,810.00	\$11,810.00
Expense: Supplies	\$1,500.00	\$0.00	\$1,500.00
Expense: CPR/First Aid Training	\$300.00	\$0.00	\$300.00
Expense: Field Trips	\$1,500.00	\$0.00	\$1,500.00
Expense: Transportation	\$0.00	\$810.00	\$810.00
Expense: BGCK Memberships	\$0.00	\$3,500.00	\$3,500.00
Expense:			\$0.00
TOTAL EXPENSES:	\$40,300.00	\$28,962.66	\$69,262.66

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

With less funding provided, the program would not be able to meet its goal and objectives to provide essential out of school programming to this undeserved area in the Kenosha community. Less funding would mean less hours the Oribiletti center would operate, with a decrease in the a number of youth served and decrease in the amount of supplies and equipment.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.
- Yes No

The Director of Teen Services will supervise and implement the program with the guidance of the Director of Operations. The Director of Outreach and School Services will provide prevention programs and resources essential to the programs success. These two positions are vital to the implementation and outcomes of the program. In addition, the Oribiletti Center's hours of operation, number of youth served and amount of supplies will be directly related to the amount of funding awarded.

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.
- Yes No

Source	Amount
_____	_____
_____	_____
_____	_____

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment A.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

The Boys & Girls Club of Kenosha's mission is to inspire, enable and provide resources to all young people, especially those who need us most. The opportunity to provide supervised and structured programs for youth at Lincoln Park will continue to further our outreach to provide resources and opportunities to youth they otherwise would not receive. Outreach services and collaborations into neighborhoods and schools has always been an important area factor to the Boys & Girls Club.

BOYS AND GIRLS CLUB OF KENOSHA

MISSION STATEMENT

“To inspire, enable and provide resources to all young people of Greater Kenosha to realize their full potential as productive, responsible and caring citizens.”

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)



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This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.



Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.



Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.



Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.



Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.



Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan 10/11/16
- Non-Profit's most recent Annual Report

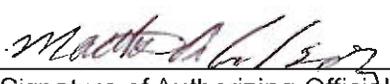
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement _____

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: **(Two signatures are required.)**

 _____ Signature of Authorizing Official Jake McGhee, Chief Executive Officer _____ Typed Name and Title of Authorizing Official	10/14/2016 _____ Date 262-653-7301 _____ Phone
 _____ Signature of Authorizing Official Matt Carlson, President and Chief Volunteer Officer _____ Typed Name and Title of Authorizing Official	10/14/2016 _____ Date 262-652-6671 _____ Phone

ENDORISING RESOLUTION

Whereas, the Boys & Girls Club of Kenosha, Inc. has historically provided programming consistent with the goals established under the City of Kenosha Community Block Grant (CDBG) program.

Therefore, be it resolved that the Board of Directors of the Boys & Girls Club of Kenosha Inc. supports the application of CDBG funding.

Unanimously approved by the Board of Directors at our meeting October 11, 2016.

Jake McGhee, Chief Executive Officer

Matt Carlson, President of the Board of Directors

BOARD OF DIRECTORS

Boys and Girls Club of Kenosha

Board of Directors & Officers

Matt Carlson
President & Chief Volunteer Officer

Chad Navis
Vice President of Finance

Matt Troha
Secretary

Frank Pacetti
Treasurer

Crystal Miller
Chairman of the Board

Jake McGhee
Chief Executive Officer

Laurence Barry
Rade Dimitrijevic
Steven Donovan
Jennifer Dooley
Andy Dopuch
Dennis DuChene
Jen Fisher
Gary Hutchins
Dr. Melinda Knight
Dr. Tammy McGuckin
Jeff Milkie
Tricia Nelson
Ashley Noble
Kelly Ouimet
Mike Pitts Jr.
Larry Rasch
David Riley
Julie Rittmiller
Chris Schoen
Charlie Skendziel
Stephanie Sklba
Dr. Greg Woodward
Mike Worcester
Josh Zoerner

Honorary Board Members

David Barnes
Everett Butler
Cindy Boelter (Barber)
Tom Cucciare
Tim Geraghty
Cassell Lawson
Katherine Marks
Joanne Mitchell
Cory Ann St. Marie-Carls
Ronald Stevens
Dennis Troha
Sandy White
David Wilk

Exofficio Directors

County Executive Jim Kreuser
Sheriff David Beth
District Attorney Robert Zapf

Emeritus Board Members

Joseph & Shirley Madrigano, Sr.
Dennis & Natalie Troha

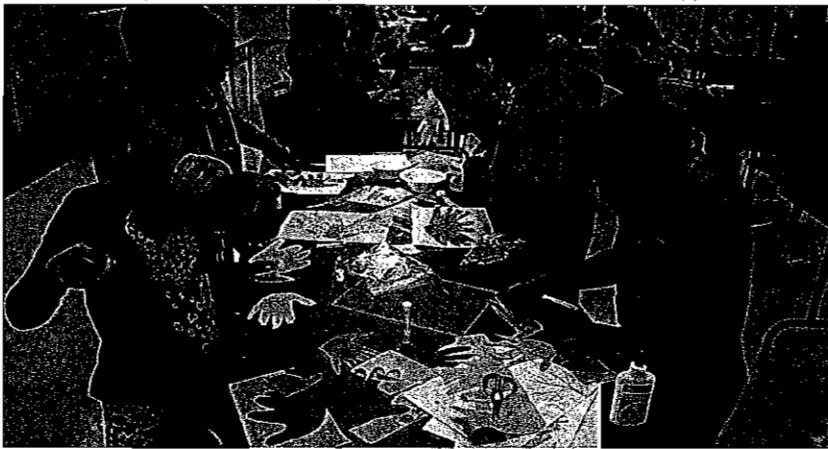


BOYS & GIRLS CLUB OF KENOSHA

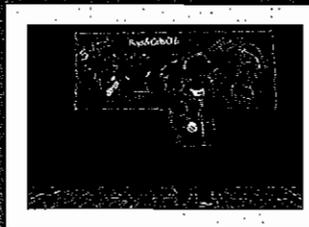
WHO WE ARE

The Boys & Girls Club is Kenosha's largest provider of after-school activities focused on education, character and leadership, healthy life skills, sports, fitness and recreation. In addition, we facilitate Kenosha's gang prevention and youth employment program in partnership with the City of Kenosha, Kenosha County and the Kenosha Police Department.

Our Mission at the Boys & Girls Club of Kenosha is "To inspire, enable and provide resources to all young people of Greater Kenosha to realize their full potential as productive, responsible and caring citizens."



387 youth and Teens participated in programming in the Arts, including talent shows, plays, music lessons with instructors and programming in our newly furnished Music Studio!



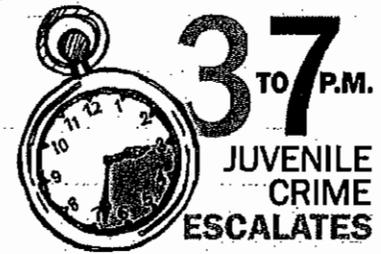
YOU can impact a youth's life today!

The goal of the Boys & Girls Club of Kenosha continues to be to serve more kids, more often, especially those who need us most. Your investment in creating safe places with quality programming and caring mentors for our youth allows Kenosha to prosper and grow. Please consider supporting today, no gift is too big or small, as our impact on the lives of children in the Kenosha community cannot be done without you.



1 IN 5
kids won't graduate on time

- ★ 134 Members participated in STRIDE Academy to work on Reading and Math Skills. This equals 41,839 minutes and 84,278 questions answered.
- ★ 225 Kenosha County youths were employed in the Summer Youth Employment Program, 108 of which were in school youths who received 1/2 credit for towards high school graduation upon completion.
- ★ Through our Power Hour program, 290 of our members received educational enrichment programming that helped improve academic performance and develop a lifelong love of learning.
- ★ In November of 2015, seven teen members participated in a two day college tour at Milwaukee School of Engineering, Marquette University and UW-Milwaukee Extension. As a result of this college tour, one of our graduating senior participants has been accepted to UW-Milwaukee for Fall 2016.



- ★ When school is out, we are In. Our Youth and Teen Center are open from 3:00-8:00pm during the school year providing a safe, fun place to become more socially responsible, learn new skills, and maintain positive relationships.
- ★ Practices and games for the 3,688 sports members are scheduled during the high crime hours as a way to attract youth into a positive atmosphere surrounded by our 450 dedicated volunteers.
- ★ Members who attend our Club two or more times per week skip fewer days of school.
- ★ 96% of case Managed youth did not have police contact.



"Let's all strive to be great by staying focused on our goals, rather than making bad decisions, playing catch up on life and falling behind."

— Christian Gregory,
2016 Youth of the Year

3 OUT OF **10**
KIDS ARE
OBESE OR
OVERWEIGHT



- ★ 10,879 healthy, nutritionally-balanced meals were served from June 2015-December 2015 through the Summer Food Service Program and Child and Adult Care Food Program.
- ★ 3,688 members participated across 20 different sports leagues/classes throughout the year helping children learn the importance of team work and staying active.
- ★ Each Youth and Teen member participates in at least 60 minutes a day in the Triple Play Daily Challenges which focuses on the members getting active and playing organized gym activities.



15 OUT OF **5**
young people
lives in
poverty



Boys & Girls Club of Kenosha will have programming during the summer of 2016 at Lincoln Park Monday-Friday to reach more kids, more often to provide a safe place with positive programs!

In 2015 average daily attendance was **304** during the school year and **314** during the summer.

The Summer Youth Employment Program helped produce a **19% reduction** in juvenile arrests over 2014 and a **70% reduction** in juvenile arrests since the program began in 2009.



- ★ In 2015, the Club offered 537 sports scholarships totaling \$23,699 to assist families in providing opportunities for their children to participate in positive activities.
- ★ Working through Kenosha County, the Boys and Girls Club of Kenosha offers qualifying youth ages 14 to 24 the opportunity to enroll in the Workforce Innovation and Opportunity Act's (WIOA) Youth Program. The program offers the youth services and trainings to overcome barriers to employment, which provides added income for themselves and their families.
- ★ WI After 3/Career Launch -41 teen members participated in our Annual Career Launch 3-on-3 Basketball Tournament. Career Launch is a career development program providing a range of services to help Club members develop the skills essential for workforce success. Members completed the Career Launch curriculum, which paves the way for workforce development, and completed the day with a 3-on-3 basketball tournament.



BOYS & GIRLS CLUB
OF KENOSHA

262.654.6200 | www.bgckenosha.org
1330 52nd Street | KENOSHA, WI 53140



SPORTS

NEW Youth Summer Program


Lincoln Park
Summer Program
BOYS & GIRLS CLUB OF KENOSHA



LINCOLN PARK

6900 18th Avenue, Kenosha, WI 53143

DATE: June 13, 2016–August 19, 2016

TIME: Monday–Friday, 12:00–6:00pm

WHO: Boys and girls, ages 6–18

LUNCH: Free lunch daily at 1:30pm

Through participation in the Summer Food Service Program, which is funded by the U.S. Department of Agriculture (USDA) and is administered by the Wisconsin Department of Public Instruction. This institution is an equal opportunity provider.

- Basketball
- Kickball
- Flag football
- Arts & crafts
- Music
- Movies
- Games room
- Video games
- Educational activities & more!
- * *Daily activity schedule will vary*

A FREE yearly membership will be provided to each youth participating in the Lincoln Park Program at the Oribiletti Center.

MORE INFORMATION!

For more information please contact the Director of Teen Services at 262.653.7311. Additional information is also available at www.BGCKenosha.org. To contact staff at Lincoln Park during programming hours, please call 262.945.4952.

This material and/or activity is not sponsored by KUSD or its personnel.

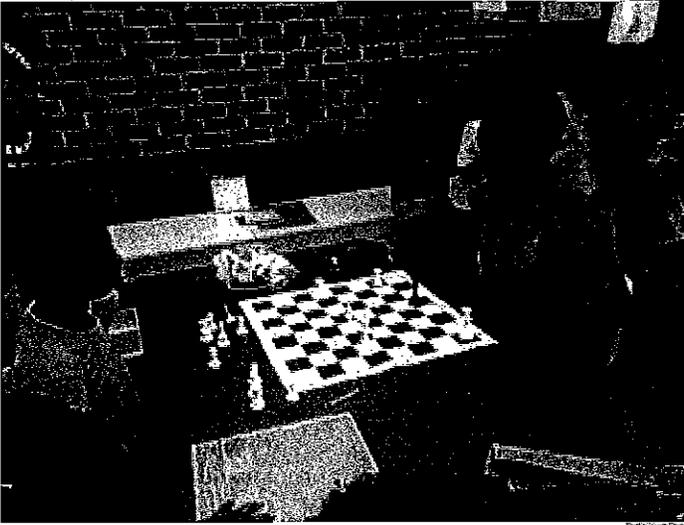
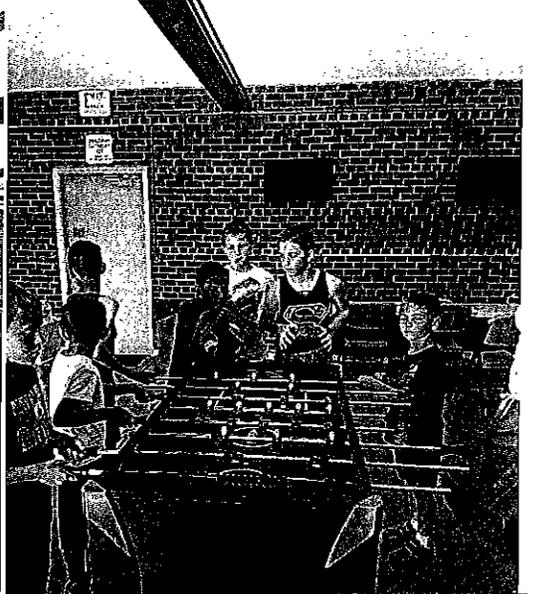


BOYS & GIRLS CLUB
OF KENOSHA

1330 52nd Street
Kenosha, WI 53140

Phone: 262.653.7311 | Website: www.BGCKenosha.org





Summertime blues? Not in Lincoln Park

Former Kenosha Mayor Keith Bosman could be forgiven for spending this summer loafing in a beach chair, enjoying retirement. Instead, I found him Tuesday afternoon working a hot grill on a broiling afternoon in Lincoln Park. Bosman was serving hot dogs to youths taking part in this summer's Lincoln Park programs operated by the Boys & Girls Club of Kenosha.



Elizabeth Snyder
Kenosha News Staff

Bosman — when he wasn't grilling — helped out with baseball clinics, with an assist from the Kenosha Kingfish.

"We had 16 to 40 kids, depending on the day," Bosman said of the 12 baseball clinics, which started in early June and wrapped up this week. "One day, it was 93 degrees, and we had 35 kids show up! They tortured us for an hour and a half in that heat."

A key goal, he said, is to "expose kids to baseball. Some of these kids had never held a baseball glove before."

That's also a goal of Cliff McKenzie, a Boys & Girls Club employee who worked with the baseball program.

"We're reintroducing baseball to kids," he said. "When I grew up, it was one of the main sports that you played. We hope to rekindle that interest."

McKenzie was a member of the Boys & Girls Club starting as a 6-year-old in 1970 and went on to play lots of baseball — Little League, Pony League and as a Bradford High School student.

The kids in the Lincoln Park program, he said, "have a great attitude and were willing to learn."

The interaction with the Kingfish players, he said, "was a great bonus."

Another bonus of the program, he added, is making Lincoln Park "a place where you can feel safe and be a kid."

As the summer program heads into its final weeks, Jake McGhee, the Boys & Girls Club's CEO, is thrilled with how the first season is going.

"We were able to do a lot of the programs we hoped to bring to the kids," he said. "It's been fun for us, too. I stop by whenever I can; it puts me in a good mood. We're pleased and happy with how it's been going."

Community support

Kathy Holland, director of operations for the Boys & Girls Club, reeled off a list of activities the kids have enjoyed so far, including museum programs,

Join the fun!

What: Free summer activities for ages 6-18 organized by the Boys & Girls Club of Kenosha

Where: Lincoln Park, at 70th Street, east of 22nd Avenue

When: Noon to 6 p.m. Monday-Friday. The program runs through Aug. 19.

Cost: Free. Every day includes activities and a meal.

Activities: basketball clinics with UW Parkside, nature walks, arts and crafts, karaoke, and board games. Next week will include a mini Olympics (with prizes) to celebrate the opening of the Rio Games.

Bonus: Everyone who takes part in the summer program gets a free Boys & Girls Club membership during the school year.

Volunteering: There's still time to get involved. Call Kathy Holland at the Boys & Girls Club, 262-656-7324, for more information.

disc golf, visits from Safe Harbor Humane Society, soccer clinics and a "healthy habits program" with UW-Extension.

"Community members were thrilled there was a program going on here," she said. "When I called our community partners for support, the response was wonderful."

Several groups have provided funding, coaches and equipment, she said, including the Kenosha Po-



Children, including Erica Dolly, second from left, greet the Kingfish's mascot Elvis on Tuesday as the Boys & Girls Club wraps up its summer baseball program in Lincoln Park. For more photos, see this story at kenoshanews.com.

More to come?

Veronica King, president of the local NCAA Chapter, is one of the volunteers at the Boys & Girls Club's summer program in Lincoln Park. "It's great for the kids to have positive role models," she said, adding that the program "has made a difference in this area."

King is also a member of the Lincoln Park Steering Committee, formed to address problems in the park. She said Mayor John Augaramanis, hoping to duplicate this in other parks next summer.

The program has attracted 50-60 kids who come regularly, McGhee said. "We open at noon, and one of my favorite moments of the summer was

seeing a line of kids waiting at 11:45 a.m."

The Boys & Girls Club facilitates the summer program. Holland and McGhee said, but both stress that "the staff and volunteers really run the show."

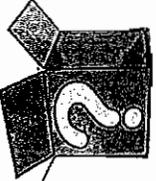
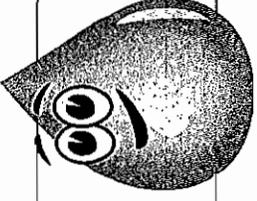
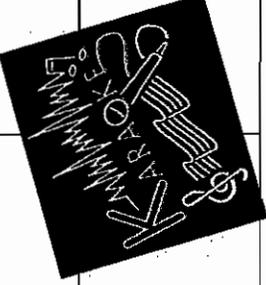
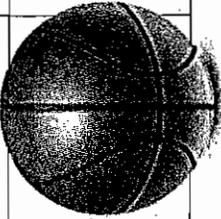
The rewards can be tangible — the kids in the baseball clinic autographed a ball and presented it to Bosman — or priceless, like the hug he received from 7-year-old Erica Dolly.

"The beach chair can wait. There's still fun to be had."

Have a comment?
Email Lia at esnyder@kenoshanews.com or call her at 262-656-6271.

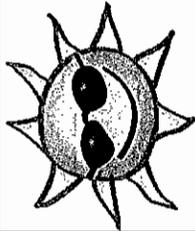
Sample Special Activities Calendar

Boys & Girls Club Lincoln Park Community Program

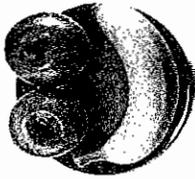
Sun	Mon	Tue	Wed	Thu	Fri	Sat
3 	4 Happy 4th of July Program Closed for Holiday	5  Kingfish Baseball Clinic 1:00-3:00	6  Game Masters With Leeward	7 Sports Field Day	8 Whodunit Mystery	9 
10	11 Nature Walk Bingo	12 Kingfish Baseball Clinic 1:00-3:00	13 All about Dogs! Humane Society Healthy Habits Food Class UW Extension	14 Triple Play Day! Kingfish Baseball Clinic 1:00-3:00	15 Museum Mysteries Program! Healthy Habits Food Class UW Extension	16
17 	18 Water Fun Day!	19 Kingfish Baseball Clinic 1:00-3:00	20 All about Dogs! Humane Society Game Masters With Leeward Healthy Habits Food Class UW Extension	21 Kingfish Baseball Clinic 1:00-3:00	22 Healthy Habits Food Class UW Extension	23 Summer Fun 
24	25 Karaoke 	26 Run & Shoot 	27 Disc Golf Food Class UW Extension	28 Run & Shoot	29 Healthy Habits Food Class UW Extension	30
31						 BOYS & GIRLS CLUB KENOSHA

June 2016

Boys & Girls Club Lincoln Park Community Program

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6	7	8	9	10	11
						
13 Lincoln Park Program Opens!	14 Kingfish Baseball Clinic 1:00-3:00	15 	16 Kingfish Baseball Clinic 1:00-3:00	17 Museum Program	18	
19	20 Creative Writing Workshops	21 Kingfish Baseball Clinic 1:00-3:00	22 	23 Kingfish Baseball Clinic 1:00-3:00	24 Fun Friday!	25
26	27 Marvelous Monday!	28 Kingfish Baseball Clinic 1:00-3:00	29 All About Dogs! Humane Society	30 Kingfish Baseball Clinic 1:00-3:00		

August 2016 Boys & Girls Club Lincoln Park Community Program

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<p>4 This Way to </p>	<p>1 <i>Capture the Flag Dance Party</i></p>	<p>2 <i>Relay Race Day</i></p>	<p>6 <i>Game Masters With Leeward</i></p>	<p>4 <i>Mini- Olympics</i></p>	<p>5 </p>	<p>6 </p>
<p>7 </p>	<p>8 <i>Flag Football</i></p>	<p>9 <i>Whodunit Mystery</i></p>	<p>10 <i>Parachute Games</i></p>	<p>11 <i>Nature Scavenger Hunt</i></p>	<p>12 <i>Museum Mysteries Program!</i></p>	<p>13 </p>
<p>14 <i>Fun & Games</i></p>	<p>15 <i>Soccer Mania</i></p>	<p>16 <i>Soccer Mania</i></p>	<p>6 <i>Game Masters With Leeward</i></p>	<p>18 <i>Talent Show</i> </p>	<p>19 <i>End of Summer Celebration! Carnival!</i></p>	<p>20 <i>End of Summer Celebration! Carnival!</i></p>
<p>21 FAMILIES</p>	<p>22 FAMILIES</p>	<p>23 FAMILIES</p>	<p>24 FAMILIES</p>	<p>25 FAMILIES</p>	<p>26 </p>	<p>27 </p>
<p>28 <i>We Will Miss You! Have a Great School Year!</i></p>	<p>29 <i>We Will Miss You! Have a Great School Year!</i></p>	<p>30 <i>We Will Miss You! Have a Great School Year!</i></p>	<p>31 </p>	<p>31 </p>	<p>26 </p>	<p>27 </p>
						<p> BOYS & GIRLS CLUB KENOSHA</p>

Youth Empowerment Staff Resumes

FELICIA DALTON, MSW,APSW – DIRECTOR OF TEEN SERVICES

RELEVANT WORK EXPERIENCE

Boys & Girls Club of Kenosha, Director of Teen Services – Kenosha, WI (August 31, 2015 – present)
Lincoln Park Summer Program Lead Staff (June 2015-August 2015)

Purpose:

- Major responsibility is to oversee the planning, implementation and ongoing evaluation of quality and developmentally appropriate programs, activities, services, work readiness, and special events for teens. Additional responsibilities include the oversight of teen center and youth empowerment program staff and department budgets.

Teen Center Responsibilities:

- In conjunction with department staff, provide a variety of programming options reflective of the BGC Teen Program, ensuring that teens have the opportunity to participate in activities representative of all BGC core program areas: arts, education, leadership and life skills, sports, fitness and recreation, and technology. Programming may take the form of daily activities, projects, multi-week programs, and clubs. The Director will also run individual programs, activities, trips, etc.
- Supervise and discipline of members participating in programs and services within the program area as well as throughout the facility as deemed appropriate.
- Develop and implement collaborative programs and events with staff from other Club departments as well as with staff from other Boys & Girls Clubs and community organizations as appropriate.
- Participate in program/service outcome measurement processes and other evaluations including BGCA's annual evaluation *Commitment to Quality*.
- Orient, train and supervise department staff (including interns, junior staff, and volunteers). Provide annual performance evaluations for applicable staff in a timely manner.
- Secure, maintain and monitor budget, materials, equipment and other resources belonging to the program area(s).
- Coordinate Gang Prevention efforts with Gang Prevention Lead
- At-risk mentoring and assist in the case management of youth
- Assist in providing diversion activities (mentoring, workshops, staff, and other incentive based activities including sports opportunities)
- Support gang prevention initiatives at KUSD
- Complete all required grant data tracking

Supervision

- Supervise, hire, train and evaluate staff for the Teen Center.
- Manage the supervision, training, and scheduling of volunteers.
- Create a healthy and safe environment; making certain facilities, equipment and supplies are maintained.
- Identify and implement training and development opportunities for all staff and volunteers.
- Oversee proper record keeping and reporting including ADA, program and event participation, and grant/contract reporting.

Youth Empowerment Staff Resumes

Strategic Planning

- Plan, develop, implement and evaluate the departments' overall programs, services, and activities to ensure they meet stated objectives and member's needs and interests.
- Establish annual membership goals for each program.
- Develop and implement strategies to meet membership goals.
- Submit required reports and documentation as requested.

NICASA BEHAVIORAL HEALTH SERVICES- MSW MENTAL HEALTH INTERN_ (Waukegan, IL)

- Facilitated group and individual outpatient substance abuse treatment and mental health therapy to adults and adolescent clients utilizing Cognitive Behavioral Therapy (CBT), Dialectical Behavioral Therapy (DBT), Psycho-Education, and motivational interviewing
- Scored and analyzed clinical assessment tools for mental health clients including; Ohio Youth Problem, Functioning and Satisfaction Scales (OHIO), Level of Care Utilization System (LOCUS) and mental health assessments
- Conducted over 120+ biopsychosocial assessments for alcohol and substance use screenings utilizing the Global Appraisal of Individual Needs (GAIN) assessment tool
- Documented client progress regarding treatment plan goals and maintained accurate records in accordance with agency policies and procedures
- Completed discharge planning with mental health clients and their families in collaboration with interdisciplinary treatment team members to ensure that appropriate discharge plans are executed in a timely manner

Education

LOYOLA UNIVERSITY CHICAGO - *Masters of Social Work, Specialization in Mental Health*

Sub-specialization:

- 2015, HRSA Federal Grant Training Recipient: Inter-professional Practice with At-Risk Youth (IPRY)

CARTHAGE COLLEGE, KENOSHA, WI- *Bachelors of Arts in Social Work*

LICENSURES AND CERTIFICATIONS

ADVANCED PRACTICE SOCIAL WORKER (ASWB) WI #130342-121 exp. 5/2017

Youth Empowerment Staff Resumes

DENNIS BEDFORD – DIRECTOR OF OUTREACH & SCHOOL SERVICES

RELEVANT WORK EXPERIENCE

YOUTH EMPOWERMENT DIRECTOR BOYS & GIRLS CLUB OF KENOSHA – 1998 TO PRESENT

Responsible for overall program operation including coordinating all gang diversion activities, conducting gang youth sessions, case management, staff supervision and mentoring, community gang prevention training.

- Case manage and complete Gang Risk Assessments for participating youth
- Make referrals for non-gang related youth for additional activities based on their needs and interests

CONSULTANT – COMMUNITY IMPACT PROGRAMS/PROFESSIONAL SERVICES GROUP – 1998 TO 2004

- Develop and supervise programs for Gang Intervention and Prevention
- Provide intense services and program which help supervise high risk juveniles associated with gangs

CONSULTANT – KENOSHA UNIFIED SCHOOL DISTRICT – 1998 TO 2001

- Facilitate groups on self-esteem, anger management, peer pressure, gang awareness and AODA issues
- Develop ideas for an in-school Breakfast Club, Gang Awareness for Parents, school officials and After-School programs

EDUCATION/CERTIFICATIONS

University of Wisconsin – Oshkosh, Bachelors of Science in Social Welfare. 1972

Licensed in Social Work from the State of Wisconsin 1996-2002

Post-Graduate courses in Social Work at UW-Parkside and UW-Milwaukee

National Certified Gang Specialist – 1997, 1998, 1999, 2001, 2002, 2006

JOB DESCRIPTION

Gang Prevention and Intervention

- Lead training and in-services for staff and employees of other community organizations
- Lead Leadership sessions for collaborative partners
- At-risk mentoring of youth
- Coordinate diversion activities (mentoring, workshops, staff, and other incentive based activities including sports opportunities)
- Support gang prevention initiatives at KUSD
- Complete all required grant data tracking
- Provide back up for Community Service and Restitution as required.



Member

_____		_____		_____	
First Name		M.I.		Last Name	
Gender:	<input type="checkbox"/> M <input type="checkbox"/> F	Ethnicity:	<input type="checkbox"/> African American	<input type="checkbox"/> Asian	<input type="checkbox"/> BI-Racial
			<input type="checkbox"/> Caucasian	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Native American
Date of Birth:			____	____	____
			mm	dd	yyyy
_____			_____		
Address			Teacher's Name		
_____	_____	_____	_____	_____	_____
City	State	ZIP	School	Grade	
Home Phone _____	Free or Reduced Lunch?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Mobile Phone _____					
Email Address _____	SSN # _____				

Providing your SSN helps maintain funding for our programs.

Contact Information

Parent/Guardian					
_____			_____		
First Name			Last Name		
_____		_____	_____	_____	_____
Address		City	State	ZIP	
Home Phone _____	Mobile Phone _____	Employer: _____		Work Phone _____	
Email _____	Relationship to Member _____				

Additional Contact					
_____			_____		
First Name			Last Name		
Home Phone _____	Mobile Phone _____	Relationship to Member _____			

Additional Contact					
_____			_____		
First Name			Last Name		
Home Phone _____	Mobile Phone _____	Relationship to Member _____			

Medical

Doctor's Name: _____

Doctor's Phone: _____

Does the member have any medical conditions? Yes No

If Yes, please explain: _____

Please list any and all allergies: _____

Is the member currently taking any medications? Yes No

If Yes, please explain: _____

Household

Member lives with (check Mom Step Mom Dad Step Dad Grandparent Foster Parents Other all applicable) _____

Please:
CIRCLE HOUSEHOLD
SIZE AND
HOUSEHOLD
INCOME RANGE

Household Size	Income Range 1	Income Range 2	Income Range 3	If you are Over
1	\$0-\$14,300	\$14,300-\$23,800	\$23,800-\$38,100	\$38,100
2	\$0-\$16,350	\$16,350-\$27,200	\$27,200-\$43,550	\$43,550
3	\$0-\$20,160	\$20,160-\$30,600	\$30,600-\$49,000	\$49,000
4	\$0-\$24,300	\$24,300-\$34,000	\$34,000-\$54,400	\$54,400
5	\$0-\$28,440	\$28,400-\$36,750	\$36,750-\$58,800	\$58,800
6	\$0-\$32,580	\$32,580-\$39,450	\$39,450-\$63,150	\$63,150
7	\$0-\$36,730	\$36,730-\$42,200	\$42,200-\$67,500	\$67,500
8	\$0-\$40,890	\$40,890-\$44,900	\$44,900-\$71,850	\$71,850

Number in household _____ Number in household under 18 _____ Single Parent Household? Yes No

Important Notices:

In consideration of participating in the BGCK, and for the good and valuable consideration, I hereby agree to release and discharge from liability arising from negligence BGCK and its directors, officers, employees, agents, volunteers, participants, and all other persons or entities acting for them (hereinafter collectively referred to as "Releasees"), on behalf of myself and my children, parents, heirs, assigns, personal representatives and estate, and also agree as follows.

1. I acknowledge that the BGCK involves known and unanticipated risks which could result in physical or emotional injury, paralysis or permanent disability, death, and property damage. Risks include, but are not limited to: physical injuries (actions that might result in injury), medical conditions resulting from physical activity, and damaged clothing or other property. I understand such risks simply cannot be eliminated, despite the use of safety equipment, without jeopardizing the essential qualities of the activity.
2. I expressly accept and assume all of the risks inherent in this activity or that might have been caused by the negligence of the Releasees. My/my child's/ward's participation in this activity is purely voluntary and I elect to participate and or allow my child/ward to participate despite the risks. In addition, if at any time I believe the event conditions are unsafe or that I /my child/ward am unable to participate due to physical or mental conditions, then I/my child/ward will immediately discontinue participation.
3. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless Releasees from any and all claims, demands, or causes of action which are in any way connected with my/my child's/wards participation in this activity, or my/my child's/ward use of their equipment or facilities, arising from negligence. This release does not apply to claims arising from intentional conduct. Should Releasees or anyone acting on their behalf be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs to enforce this agreement.
4. I represent that I have adequate insurance to cover any injury or damage I/my child/ward may suffer or cause while participating in this activity, or else I agree to bear the costs of such injury or damage myself. I further represent that I/my child/ward have no

medical or physical condition which could interfere with my/my child/ward safety in this activity, or else I am willing to assume- and bear the costs of- all risks that may be created, directly or indirectly, by any such condition.

5. In the event that I file a lawsuit, I agree to do so solely in the state where Releasees' grounds are located, and I further agree that the substantive law of the state shall apply.

6. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portion shall remain in full force and effect.

By signing this document, I agree that if I /my child/ward am/are hurt or my property is damaged during my/my child's/ward's participation in this activity, then I may be found by a court of law to have waived my right to maintain a lawsuit against the parties being released on the basis of any claim for negligence.

I have had sufficient time to read this entire document and, should I choose to do so, consult with legal counsel prior to signing. Also, I understand that this activity might not be made available to me/my child/ward or that the cost to engage in this activity would be significantly greater if I were to choose not to sign this release, and agree that the opportunity to participate at the stated cost in return for execution of this release is a reasonable bargain. I have read and understood this document and I agree to be bound by its terms.

7. I understand that my child/ward may be suspended from any and all Club programming for poor behavior. I understand that my child/ward and / or family members may be suspended from the program for any unsportsmanlike behavior. The reinstatement process will include a meeting with the athletic director and BGCK Sports Committee.

8. I understand that my child's/ward's picture/video may be taken for media and/or public relations and allow for these representations, as well as my e-mail to be used for media and/or public relations purposes unless I submit a statement to the contrary to appropriate BGCK staff (this does not include volunteer coaching staff). I give permission for the BGCK to share my contact information with a third party for the purpose of promoting and marketing non-BGCK programs.

9. In the event of a Club identified need, I give permission that my contact information can be provided to a Club-affiliated case manager. This case manager's role is to help identify and problem-solve possible social problems and/or connect members and his or her families with needed services.

10. In the event of an emotional crisis and/or significant behavioral issue, I give permission to allow my child to meet with a licensed behavioral health provider with the expressed purpose of resolving the crisis. I also give permission to the Club to provide this licensed behavioral health provider with my contact information in order to appropriately follow-up with his or her recommendations.

11. I understand that the BGCK will not be responsible for lost or stolen articles.

12. In the course of programming, I understand that the BGCK may show movies rated PG or PG-13 and I give my child/ward permission to view them.

13. If applicable, I allow the BGCK to collect grades and attendance information for my child/ward if necessary under grant funded programs.

14. I understand that if my child/ward is demonstrating signs of having a communicable illness, BGCK staff will move my child/ward to an isolated area and that it is my responsibility to pick up my child/ward as soon as contacted.

15. I understand that my child/ward may be asked to complete survey information regarding programming for evaluation purposes and agree to allow my child/ward to participate in such. By signing below, I acknowledge reading the Parents' Manual and allow my child/ward to become a member of the BGCK

Parent/Guardian Signature _____

Date _____

Member Signature (if over 18) _____

Date _____

For Office Use Only	MEM#: _____	ENROLLDATE: _____
EXPDATE: _____	NEW/RENEW?: _____	FEE: _____
		STAFFINT: _____

The Boys & Girls Club does not discriminate on the basis of race, color, sex, age, handicap, religion, income, sexual orientation or national origin. Any person who believes that he or she has been discriminated against in anyway should contact the Chief Executive Officer at 262.654.6200 or write to 1330 S2nd Street, Kenosha, WI 53140

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Kenosha Area Family and Aging Services, Inc.

Project Title Volunteer Transportation Service

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested \$ \$5,000.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Katie Oatsvall

Address 7730 Sheridan Road
Kenosha, WI 53143

Phone Number 262.658.3508 Ext. 111

Cell Number _____

E-Mail Address koatsvall@kafasi.org



CDBG 2017 APPLICATION NARRATIVE

Volunteer Transportation Service (VTS)

(Providing Assistive Transportation)

Volunteer Transportation Service provides rides to and from medical appointments and other essential activities for frail elderly and disabled persons who are unable to use, or may have difficulty, using public transportation. These rides are provided by 63 drivers that use their own vehicle and receive mileage reimbursement of 42 cents per mile.

Volunteer Transportation Service employs two individuals: A full-time Transportation Manager and a full-time Program Office Assistant. The Transportation Manager is responsible for recruiting, training, and supervising all volunteer drivers, marketing/outreach, assessing rider qualifications, overseeing day-to-day operations and performing all administrative duties. In addition, the Transportation Manager supervises a full-time Office Assistant who takes requests, schedules and coordinates the daily and weekly rides and teams. The program serves all of Kenosha County, but 75% of our frail elderly and disabled riders are City of Kenosha residents.

In 2016, KAFASI received a \$105,000 grant from the Kenosha County Division of Aging and Disability Services (KCDADS). Riders are charged a fare based on the geographic area traveled to help cover the cost of the volunteer mileage reimbursement. Trips less than 10 miles one way are \$4.50. Trips that are 10 miles or more, one way, are calculated by the first 25 miles at 75 cents per mile. If applicable, after 25 miles, each mile will be calculated at 50 cents per mile, one way.

We are requesting CDBG funds of \$5,000. These funds will be used to help in the following areas:

- We are committed to keeping our fares as low as possible while trying to cover expenses for our mileage reimbursement for our volunteer drivers. VTS reimburses our drivers for unloaded miles. For lengthy appointments, i.e., cancer and dialysis treatments, our drivers will take the rider to the appointment and return to pick them up. Mileage reimbursement is presently at 42 cents per mile. Mileage reimbursement has not been increased since July 1, 2008. An increase may soon need to be considered to retain our volunteer drivers and also to use as a tool to recruit new drivers. The personal expenses that our drivers incur, i.e., price of gas and upkeep of their own cars, can be a determining factor in whether they continue to drive. Also, in order for VTS to fulfill our commitment to HUD, city residents are now required to provide proof of residency. For residents who are unable to provide the required documents through the mail, VTS provides transportation to our office at no cost to the rider. VTS, then, reimburses the miles to the driver.
- There is an on-going need for people requesting transportation that are unable to afford the fare. Although VTS offers a 'reduced' fare to riders with low income, we still do have riders that are unable to afford that amount. Although we work with various agencies throughout the community to try and fund these riders, funding is not always available. Some of these rides may include 'life-saving' treatments, i.e., dialysis, chemo, and radiation. We would like to establish a small 'hardship' fund (\$500) in order to help with these special cases. This would be a discretionary fund that would be used when all other options have been exhausted to help pay for these rides.

Project Goals

- To continue to improve the quality of life for frail elderly and disabled persons.
- To provide rides for 225 frail elderly and disabled persons (city of Kenosha) to and from medical appointments and other essential activities.
- To provide 2,500 roundtrips (city of Kenosha) to and from medical appointments and other essential activities.
- On-going efforts to recruit and maintain volunteer drivers which is to also include bi-lingual drivers.
- On-going efforts to maintain this program so that it can be affordable for all of our clients.
- Increased marketing efforts throughout Kenosha County.

Project Benefits for Low and Moderate Income Persons

Nearly 100% of frail elderly and disabled persons receiving rides through the program in the City of Kenosha are low and moderate income. With the assistance of volunteer drivers, riders are able to keep medical appointments, go shopping, attend to personal business, and visit friends.

As part of the ride, volunteer drivers will greet the rider at their door, escort them to and/or from their appointment, and assist them during their activity, if necessary. Our goal is to get the rider to and from their appointment safely and help them to feel comfortable.

The volunteer drivers provide a service that helps low and moderate income frail elderly and disabled persons in the city of Kenosha maintain their health and independence. The program provides a very personalized service that is highly appreciated by the riders.

Additionally, staff has started to provide more case management services for those that we transport. When a new rider registers with us, we go over all needs of the rider beyond transportation including meal assistance, offering file of life, taking emergency contact information, falls prevention referrals, and following up with the appropriate agencies regarding any concerns we or our drivers may have with their riders.

Project Target Population

The program will provide rides for frail elderly and disabled persons in the city of Kenosha who are unable to use or may have difficulty using public transportation, perhaps due to frailty, low vision (or blind), and may need the use of a cane/walker and benefit from the companionship of a volunteer.

An on-going need in the community is transportation for persons receiving dialysis, cancer (radiation and chemotherapy) treatment, and other therapies on a daily or weekly basis. Many of these riders can not afford regular transportation to get them to their treatment. This can be a lifesaving program. Because it is difficult for one volunteer to provide a ride every day, we have developed a team approach which involves 4 or 5 volunteers providing rides once a week to get one person to their required daily treatments. CDBG funding also allows us to serve this very vulnerable population. Our program works very closely with hospitals and other community agencies.

Project Outcome Measures

Volunteer drivers provide monthly reports of rides provided to elderly and disabled riders in the city of Kenosha. The driver reports are entered into a computer database which allows us to query the data and produce required reports with outcome data. Outcome percentages are based on actual survey results over the past 2 years.

- 225 frail elderly and disabled persons will have increased access to community health and social services creating a more suitable living environment.
- 63 volunteer drivers will provide rides for frail elderly and disabled persons to community health and social services creating a more suitable living environment.
- 99% of riders will be satisfied with the service.
- 100% of drivers will be satisfied with volunteer management services.
- 98% of riders will report that their access to transportation has been improved.

Project Service Area

Our office is located at 7730 Sheridan Road in Kenosha. Volunteer drivers will be recruited from neighborhoods throughout Kenosha to provide rides for frail elderly and disabled persons residing in all Kenosha neighborhoods.

3. Public Service Project:

a) What services does your Agency provide?

Home delivered and congregate meals, friendly visiting, information & assistance, group respite, LEEPS, family services, and transportation.

b) How will this project relate to these services?

Elderly & disabled persons needing rides to medical & other appointments are referred to VTS. Volunteers are recruited to provide this service.

Yes No

- c) Is your project a continuation of a current activity?
- d) Is your project an expansion of a current activity?
- e) Have you received CDBG funding previously to operate this service?

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2011	\$4,151.00	2013	\$5,000.00	2015	\$5,000.00
2012	\$5,000.00	2014	\$4,862.00	2016	\$5,000.00

- f) If this project is not currently in operation, do you have staff to implement the project?
- g) Do you have office space to accommodate the proposed service?
- h) If funds are for non-administrative expenses, have you obtained three written estimates?
- i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment J____.)
- j) When will the project be implemented? 01/17 (mm/yy)

k) Please explain your plan to identify clients for this service.

Clients will be referred through agency programs and other organizations including Kenosha County Aging and Disability Resource Center. Community outreach will also be done.

l) Number of (UNDUPLICATED) clients to be served by this activity. 225

m) Other information you wish to provide regarding the status of the project:

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$5,000.00
Source: KENOSHA COUNTY DHS DIVISION OF AGING	\$105,000.00
Source: RIDERS FARES	\$39,000.00
Source:	
TOTAL REVENUE:	\$149,000.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: SALARIES OF PROGRAM STAFF		\$69,690.00	\$69,690.00
Expense: BENEFITS OF PROGRAM STAFF		\$8,965.00	\$8,965.00
Expense: VOLUNTEER MILEAGE	\$4,500.00	\$46,500.00	\$51,000.00
Expense: HARDSHIP FUND	\$500.00		\$500.00
Expense: TELEPHONE		\$600.00	\$600.00
Expense: MANAGEMENT/ACCOUNTING		\$9,960.00	\$9,960.00
Expense: POSTAGE/PRINTING		\$785.00	\$785.00
Expense: STAFF TRAINING/TRAVEL		\$975.00	\$975.00
Expense: OFFICE SUPPLIES		\$800.00	\$800.00
Expense: OCCUPANCY /UTILITES		\$2,575.00	\$2,575.00
Expense: VOLUNTEER RECOGNITION		\$2,100.00	\$2,100.00
Expense: ADVERTISING		\$750.00	\$750.00
Expense: VOLUNTEER MEETINGS		\$300.00	\$300.00
TOTAL EXPENSES:	\$5,000.00	\$144,000.00	\$149,000.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

We would maintain current service levels with less funding from CDBG. Riders are currently charged the following fares when receiving rides: Trips less than 10 miles, one-way is \$4.50. Trips 10 miles or more, one-way: The first 25 miles will be calculated at 75 cents per mile, one-way. If applicable, after 25 miles, each mile will be calculated at 50 cents per mile. Riders can receive 1/2 fare rides based on financial need.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount
Fund raising income	\$5,000.00

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment _____.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

Providing rides for the elderly and disabled persons to medical appointments and other essential trips enables them to access needed services. This reduces their risk of being abused or neglected. Some of these needed services may be lifesaving treatments. Our drivers help to be the 'eyes and ears' of the community. Our volunteers help promote compassion by serving others in the community that are unable to help themselves. Family members are strengthened through the support provided by community volunteers.

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.

Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.

Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

225 frail elderly and disabled persons will have increased access to community health and social services creating a more suitable living environment;

63 volunteers will provide rides for frail elderly and disabled persons to create a more suitable environment;

98% of riders will report that their access to service has improved;

99% of riders will be satisfied with our volunteer management services;

100% of our volunteer drivers will be satisfied with our volunteer management services.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements **B**
- Endorsing resolution **C**
- List of Board of Directors **D**
- Current Agency Plan; date of Plan 04/11 **F**
- Non-Profit's most recent Annual Report **E**

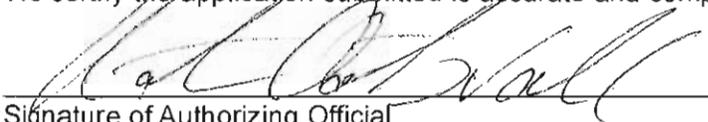
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement _____

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding **H**
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: **(Two signatures are required.)**



 Signature of Authorizing Official

Katie Oatsvall Executive Director

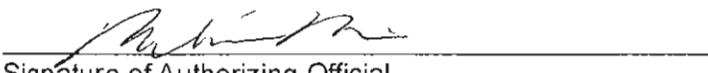
 Typed Name and Title of Authorizing Official

10/14/16

 Date

262-658-3508- ext 111

 Phone



 Signature of Authorizing Official

Melissa Meier Director of Senior Services

 Typed Name and Title of Authorizing Official

10-14-2016

 Date

262-658-3508 ext 116

 Phone

Board of Directors

President

David Schlichting, PhD

Vice President

Kerry Connelly, MPA

Secretary

Kathey Czischke

Treasurer

Vincent Montemurro, MBA

Executive Director

Katie Oatsvall, MPA

Members at Large

Bill Althaus

Kathey

Atty. John Hotvedt

Frances Kavenik

Ahmad Landrum

Crystal Miller

S.R. Mills, CCIM

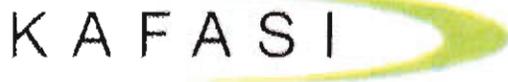
Vince Montemurro, MBA

Herschel Ryales

Dr. Mike Thompson

Barbara Wetherbee

Anne Wilkinson, RN

The logo for KAFASI features the letters 'KAFASI' in a bold, sans-serif font. To the right of the letters is a stylized graphic element consisting of a horizontal oval shape with a gradient from light green to yellow, resembling a lens or a stylized 'S'.

At the December 2015 meeting of the Board of Directors, in which a quorum was present, it is hereby resolved that Kenosha Area Family and Aging Services shall execute a fund development plan which includes requests to multiple funding sources to best meet the needs of the Kenosha Community.

Volunteer Transportation Services - \$5,000

The agency's executive director, Katie Oatsvall, is authorized to negotiate and sign the contract.

Kenosha Area Family & Aging Services, Inc.
Board of Directors
2016

Name	Office	Committee	Phone	E-Mail	Address	City	Zip	1st Term	2nd Term	3rd Term
Bill Athaus		Personnel	262-658-4101	director@blaseck-athaus.com	3720 39th Avenue	Kenosha	53144	2015-18		
Kerry Connelly	VP 2nd term 16-17	Exec. Program	262 681 9623 262 498 2703	connellysk@gmail.com	4811 Bluffsides Drive	Racine	53402	2012-15	2015-18	
Kathery Czischke	Secretary 1st 16-17	Personnel, Program Development, Community Awareness		ret911ib1@gmail.com	212 Poplar, PO Box 156	Silver Lake	53171	2012-15	2015-18	
John Horvedt		Community Awareness	262 584 4285	john@handlaw.com	4015 80th St Suite H	Kenosha	53142	2015-18		
Frances Kavenik		Personnel, Program	262-654-757	kavenik@wvp.edu	6411 5th Avenue	Kenosha	53143	2011-14	2014-17	
Ahmad Landrum		Community Awareness		A.landrum@kenoshaChc.org				2014-17		
Crystal Miller		Leadership Development	262.308.3839	crystal@frontlacare.com	4324 114th St	Pleasant Prairie	53158	2015-18		
S.R. Mills		Finance	262-842-0452	smills@beardevelopment.com	4011 80th St	Kenosha	53142	2014-17		
Vincent Montemuro	Treasurer 1st, 16-17	Leadership Development, Finance	(262) 658-4381	vincem@riley.com	1912 23rd St	Kenosha	53140	2015-18		
Herschel Ryales		Fund Development	262-654-5145	haryales@stccglobal.net	1019 52nd Street	Kenosha	53140	2012-15	2015-18	
David Schlichting	president 2nd term 15-16	Exec, Finance, Personnel	414-327-7545	dschlichting@carthage.edu	4015 S. 117th St.	Greenfield	53228	2008-11	2011-14	2014-17
Michael Thompson		Fund Development, Community Awareness	262-657-4677	dthompson@wi.rr.com	201 68th Place	Kenosha	53143	2008-11	2011-14	2014-17
Barbara Wertherbee		Fund Development	262-877-9350	barbwertherbee37@gmail.com	463 Tinadall's Nest	Twin Lakes	53181	2008-11	2011-14	2014-17
Anne Wilkinson		Program	262-694-5483	wilkinsona@qtc.edu	8615 113th Avenue	Pleasant Prairie	53158	2013-16	2016-19	

Attachment E

MISSION

To promote healthy aging, healthy families and a healthy community.

“My worker was so helpful. She took her time and customized our meeting.”

VALUES



Service to society



Quality through impact, creativity and team work



Integrity in all relationships



Encouraging growth so that everyone reaches their full potential



Compassion for those we serve and each other

“My worker was patient and devoted to helping me with decisions and reaching my final goal.”

BOARD OF DIRECTORS

PRESIDENT

David Schlichting

VICE PRESIDENT

Kerry Connelly

SECRETARY

Dr. Mike Thompson

EXECUTIVE DIRECTOR

Katie Oatsvall

MEMBERS AT LARGE

Bill Althaus

Kathy Czischke

Ahmad Landrum

Atty. John Hotvedt

Frances Kavenik

Crystal Miller

S.R. Mills

Vincent Montemurro

Herschel Ryales

Barbara Wetherbee

Anne Wilkinson, RN

WE ARE ALWAYS LOOKING TO GROW OUR IMPACT!

To invest in our mission or volunteer, contact us today: Kafasi@kafasi.org or 262-658-3508



KAFASI
Kenosha Area Family and Aging Services, Inc.

7730 Sheridan Road
Kenosha, WI 53143

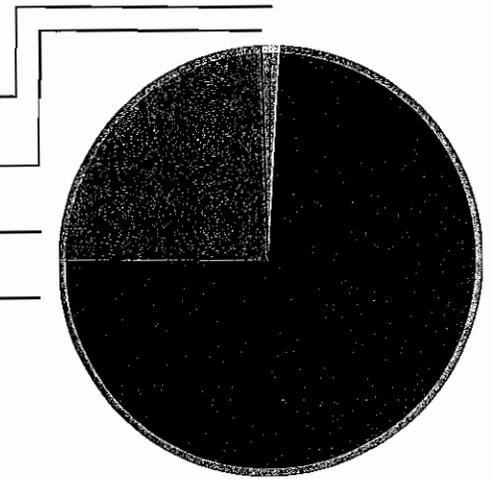
www.kafasi.org

[f /kafasi.org](https://www.facebook.com/kafasi.org)

OPERATIONS

\$3.1M Operating Budget
 + \$1.1M Volunteer Impact
 = **\$4.2M Worth of Services Leveraged for the Kenosha Community**

1% Management & General
 1% Fundraising
 24% Family Services
 74% Aging Services



KAFASI served **9,849** individuals.

AGING SERVICES

Meals on Wheels..... 625
 Senior Dining..... 784
 Volunteer Transportation..... 327
 Friendly Visitor 129
 Daybreak50

KAFASI provided **115,521** meals to frail elderly.

IAA (Information Access and Assistance)

Connects people to resources, benefits and provides long term care screens. **14,836** unduplicated contacts

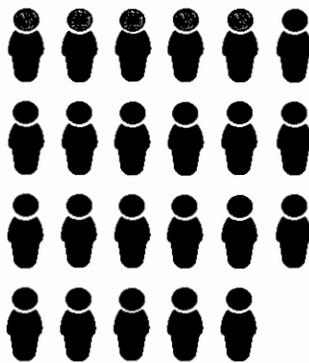
VOLUNTEERS

707

active volunteers, served

47,780

hours



(or the equivalent of **23 full-time employees**)

Volunteers drove **98,673 miles** for medical care and social interaction.

FAMILY SERVICES

Family Preservation..... 66 families
 In-Home Safety..... 27 families
 Family Support.....154 families
 Teen Parent..... 31 families

“I honestly don’t know what I would do without their help.”



THE FINANCIAL IMPACT ON OUR COMMUNITY:

\$1,102,285

RSVP

(Retired and Senior Volunteer Program)

28,234

volunteer hours



The mission of Kenosha Area Family and Aging Services (KAFASI) is to promote healthy aging, healthy families and a healthy community.

This mission statement was created and adopted by the staff and board of directors in 2011.

In 2014 KAFASI solidified its core values of:

Service to Society

Integrity in all relationships

Compassion for those we serve and each other

Quality through impact, creativity and Team Work

Encouraging Growth so that everyone reaches their full potential

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 201**

Applicant ELCA Outreach Center

Project Title Help Residents Gain Life-Sustaining Employment

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested **\$ 20,730.00**

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Karl Erickson - Executive Director

Address 6218 26th Ave.

Kenosha, WI 53143

Phone Number 262-652-5545

Cell Number 262-960-4632

E-Mail Address kerickson@elcaoutreachcenter.org

Community Development Block Grant - 2017 Project Narrative for ELCA Outreach Center

The ELCA Outreach Center (OC) proposal for the 2017 Community Development Block Grant addresses the Create Economic Opportunity priority.

EXECUTIVE SUMMARY

The ELCA Outreach Center proposes using the 2017 Community Development Block Grant funds to focus on Creating Economic Opportunity. The Create Economic Opportunity aspect is going to focus on education of the clients and citizens for their job search and prepare them for a successful career. The Center will also provide professional/business clothing for those individuals who participate in the classes. One of the most important requirements in a job search is a High School Diploma (or GED). Using the funds from this grant, the ELCA Outreach Center will increase its' ability to help additional English GED program-speaking students through classes, computer training and scholarships for the GED individual academic area tests.

CREATE ECONOMIC OPPORTUNITY

For the 2017 *Create Economic Opportunity* program, the ELCA Outreach Center is focusing on education by building on our success of the Spanish GED program. One of the first requirements for any life-sustaining job is a high school diploma. For those who did not earn a diploma, the only option is getting their GED. There are few options in Kenosha to get instruction for GED tests. Gateway Technical College and the Job Center offer online GED courses and tutoring. However, some people find it difficult to learn solely by computer. The ELCA Outreach Center offers formal, classroom style learning to help students successfully pass the GED tests. The Center is the only location in the community where the GED program is instructed in Spanish by a KUSD certified teacher. All classes are free for the students and free childcare is provided. So far in 2016, 3 students have graduated with their GED after completing the Outreach Center classes.

General Education Development (GED)

For the past three years, the ELCA Outreach Center has offered GED classes taught in Spanish twice each week from 5:30pm to 7:00pm. Students focus on one of the four subjects for ten weeks. At the end of the ten-week session, the students take a practice test and if they are prepared, take the actual GED test at Gateway Technical College.

The Center collaborates with Kenosha Unified School District (KUSD) and Gateway Technical College (GTC) to provide the adult education (GED) program. Support for the Spanish instructor, Mr. Hansel Lugo, and the English instructor, Mrs. Lena Cooskey, is a joint partnership between KUSD and the Outreach Center. Childcare is provided by KUSD. The instructors are in contact with GTC and maintain a strong relationship with



their adult GED Department. They meet with them regularly to stay current with any changes that are made to the GED requirements. Resources for the program are provided by the Outreach Center along with scholarships for students taking the GED test.

The funds from the CDBG will be used in the following way:

- To supply books to the students. One book will be used for all four classes.
- Pay the instructor for the English class year-round.
- Provide a scholarship to the students who pass the tests. The Center reimburses the fee for each test if the student passes the test. The test fee is \$35 for each test and there are four tests required.

Problem Definition – A high-school diploma or GED is required for the majority of life sustaining jobs.

Evidence – According to the 2010 Census, twelve percent of the city of Kenosha does not have their high school diploma or GED. This is close to **12,000 adult people who do not have a high school diploma or greater education**. According to the GED Testing Service, adults who earn a GED can earn the same level of weekly wages as high school graduates, increasing their earning potential by about \$115 per week. There has been on average 16 students attending the Spanish GED class this year with about 15 children in the free childcare.

Project Goal – Provide enough support to enable as many students to earn their GED as possible before December 31, 2017.

Benefactor – The primary beneficiaries are the GED students as they gain the knowledge and obtain their GED. The local employers will also benefit, as they will have a larger pool of educated candidates to choose from when hiring staff.

Measure Success – Five Spanish GED students and two English GED students will receive their GED by December 31, 2017.

Location of the Project – This project will take place at the Outreach Center, 6218 26th Avenue in Kenosha.

Free Legal Advice

The Outreach Center started our Free Legal Advice service five years ago after a client came in and asked if there was help for citizens who were being evicted and in poverty. Legal Action was the only service available and they had just closed their Kenosha office. The Executive Director collaborated with Judge Mary Wagner and Jason Rossell to develop a free legal service that would answer the needs of those living in poverty right here in Kenosha.

A free service was developed and was focused on four important areas:



1. Debt issues
2. Family law
3. Guardianship issues
4. Renter rights

There are eight local attorneys that provide their experience on a pro-bono basis. Attorneys volunteer their time typically on a Friday afternoon for two hours. Megan Burgess, the Outreach Manager, coordinates the scheduling of the attorneys and the clients. Each client is able to have a twenty-minute appointment with an attorney. The attorneys help the clients fill their paperwork out, answers questions about their case and prepare them for court. This free service does not provide advice about criminal cases.

In the past five years, over 550 clients have had their legal questions and issues addressed by the Free Legal Advice service. Last year, two additional areas were added, immigration and help with obtaining drivers licenses after revocation.

Problem Definition – When living in poverty, one does not have opportunities to get their basic legal questions answered. Issues arise like eviction notices, guardianship questions and legal paper work which is sometimes full of legal jargon make it very difficult for those living in poverty to navigate.

Evidence – Over the past five years, over 550 individuals who are living in poverty came into the Outreach Center for free legal advice. These individuals had nowhere to turn to get their questions answered. Demand for this service has increased each of the five year. In fact, for 2016, we are headed toward doubling the number of clients helped with legal advice from 2015.

Project Goal – The goal for this section of the project is to help all individuals who are referred to the Outreach Center with their basic legal questions. The free legal advice service will help at least 200 individuals in 2017.

Benefactor – Benefactors include the individuals the Outreach Center will help with their legal questions. Clients are referred to this service through the court clerks in the court house, as well as other local agencies.

Measure of Success – Success will be measured by helping as many people as possible with their legal issues. The goal is to help 200 individuals who are living in poverty with their legal issues.

Location of the Project – This project will take place at the Outreach Center, 6218 26th Avenue in Kenosha.



Dress For Success

The ELCA Outreach Center has offered free clothing for over nineteen years. Donations are accepted and then offered free to anyone who comes in the Center.

In 2012, the Center used funds from the CDBG to hire Lucian Brown for twenty hours per week to oversee the Dress for Success clothing closet. Lucian has been employed each year since then. Lucian ensures that the clients who need professional clothes for interviews can obtain them in a timely manner. Mr. Brown is well acquainted with the clientele and has an excellent report with all of them. He also has a sense of where the clients are going in their life and helps them get motivated to get back on their feet. Mr. Brown lives the mission of the Center in helping clients become self-sufficient. In November, the Outreach Center will celebrate our first year in our new location. This new location enables the Center to store more business attire to be available to citizens who need clothes for interviews and jobs.

Problem Defined – Many of the ELCA Outreach Center clients do not have access to business or business casual clothing to wear to interviews. The ELCA Outreach Center has had a free clothing closet for over eighteen years.

Project Goal - The ultimate goal for Dress For Success is to provide interview clothes for clients and citizens. The Center offers free business clothes to clients who have interviews scheduled. By having Lucian Brown coordinating the closet for twenty hours per week, there will be consistency for the clients, proper preparation of clothing, inventory analysis and control to assist targeting needed clothing donations.

Measure Success – Success is having Lucian Brown working for the ELCA Outreach Center for twenty hours per week; the clients and citizens are dressed for success for their interviews with the appropriate attire; and there is sufficient clothing of this nature for professionalism.

Location of the Project – This project will take place at the Outreach Center, 6218 26th Avenue in Kenosha.

3. **Public Service Project:**

a) What services does your Agency provide?

The Outreach Center provides job readiness training and resources, education (parenting & GED), free legal advice and youth programs.

b) How will this project relate to these services?

This project will enhance the current services offered as well as enable more citizens to obtain the basic skills required for a life-sustaining job.

- | | | |
|---|-------------------------------------|--------------------------|
| | Yes | No |
| c) Is your project a continuation of a current activity? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| d) Is your project an expansion of a current activity? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| e) Have you received CDBG funding previously to operate this service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2016	19,000	2014	4,186	2012	18,026
2015	10,099	2013	11,225	2011	24,641

- | | | |
|--|-------------------------------------|--------------------------|
| f) If this project is not currently in operation, do you have staff to implement the project? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g) Do you have office space to accommodate the proposed service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| h) If funds are for non-administrative expenses, have you obtained three written estimates? | <input type="checkbox"/> | <input type="checkbox"/> |
| i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| j) When will the project be implemented? <u>1/1/2017</u> (mm/yy) | | |

k) Please explain your plan to identify clients for this service.

For the GED preparation classes, the Center will solicit students through relationships with other agencies. For the Free Legal Advice, the Center will work with local agencies for referrals as well as the local judges.

l) Number of (UNDUPLICATED) clients to be served by this activity. 1,840

m) Other information you wish to provide regarding the status of the project:

Other funding sources will be applied to in January 2017.

Go to and complete pages 9-16

Section : Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	20,730
Source: Outreach For Hope	3000
Source: Mary Frost Ashley Charitable Trust	9,800
Source: Siebert Foundation	24,400
Source:	
TOTAL REVENUE:	57,930

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: Outreach Manager - Legal Advice	4,000	7,600	11,600
Expense: Dress For Success Coordinator	9,000		9,000
Expense: Legal Advice Service Supplies	800		800
Expense: Fax & Internet Service	1,320		1,320
Expense: GED English Instructor \$19/hr, 5hr/wk	4,750	5,000	9,750
Expense: GED Test Vouchers	700		700
Expense: GED Text Books	160		160
Expense: GED Spanish Instructor		18,900	18,900
Expense: GED Spanish Scholarships & Books		5,700	5,700
Expense:			
TOTAL EXPENSES:	20,730	37,200	57,930

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section : Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

If the full amount is not funded, then the ELCA Outreach Center will offer reduced services under this program to clients, students and citizens. The Outreach Center is also applying for additional grants for 2017 as well.

2. If full funding is not received, will less service be provided?

Yes No

If yes, please describe in detail.

If full funding is not provided, the Outreach Center will not be able to offer the full complement of legal advice to clients. The GED classes will move forward, but may have to be scaled back to less students if full funding is not received.

3. If full funding is not received, will additional funding from other sources be utilized?

Yes No

If yes, please list the source and amount.

Source	Amount
Outreach For Hope - Approved for 2017	3,000
Mary Frost Ashley - Applying for in January 2017	9,800
Siebert Foundation - Applying for in January 2017	24,400

Section : Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment 1.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

The mission of the ELCA Outreach Center is to share God's love by addressing the needs of children, youth and adults through programs and services that encourage them to become self-sufficient, caring and participating members of the community.

These projects are directly aligned with the mission of the Outreach Center. The Center is focused on helping citizens of the Kenosha community become self-sufficient. By providing GED preparation classes in Spanish and English, providing free legal advice as well as professional clothes for interviews, citizens are equipped with the necessary skills to gain life-sustaining jobs right here in Kenosha.

Section : Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

- Goal #1 – Creates a suitable living environment**
This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.
- Goal #2 – Provides decent housing**
This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.
- Goal #3 – Creates economic opportunities**
This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

- Improve availability/accessibility**
This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.
- Improve affordability**
This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- Improve sustainability**
This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

GED Classes - Five Spanish and two English students will receive their GED by December 31, 2017.

Free Legal Advice - 200 individuals will meet with attorneys and will have their issues addressed.

Dress for Success - Lucian Brown will be employed for 20 hours each week and will work with clients who have interviews to have business attire to wear.

Section : Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan _____
- Non-Profit's most recent Annual Report

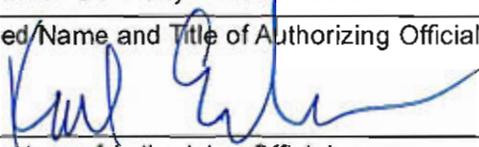
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement _____

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: ***(Two signatures are required.)***

	10/18/2016
Signature of Authorizing Official	Date
Heather Connolly - Vice President	262-359-6324
Typed Name and Title of Authorizing Official	Phone
	10/18/2016
Signature of Authorizing Official	Date
Karl Erickson - Executive Director	262-652-5545
Typed Name and Title of Authorizing Official	Phone



ELCA OUTREACH CENTER

6218 26th Ave., Kenosha WI 53143
www.elcaoutreachcenter.org

The Mission

The mission of the ELCA Outreach Center is to share God's love by addressing the needs of the children, youth and adults through programs and services that encourage them to become self-sufficient, caring and participating members of the community.

Strategic Plan

Based on community needs, the ELCA Outreach Center will provide expanded programs for children, youth and adults in a space that is adequate in size and is safe and welcoming. An active, working board, reflecting the diversity of the community, will build a strong ELCA involvement and partnerships with churches, Carthage College and the greater ELCA offices. Community awareness, involvement and investment will enhance the work of the Center and lead to a more financially sustainable future.

Directional Goals

To position the ELCA Outreach Center for a healthy future, the following goals were adopted to move the agency to a place of greater strength:

1. Assess community and client needs to determine the right mix of programs and services in which to invest resources and energy.
2. Develop a financial plan that diversifies the agency's funding sources and provides long-term sustainability.
3. Develop a facilities/space plan to address the current and future growth needs.
4. Develop community relationships and partnerships that advance the mission and vision of the ELCA Outreach Center.
5. Develop a working board that reflects the community served by the agency.

ELCA Outreach Center
Board of Directors Meeting
September 28, 2016

The ELCA Outreach Center Board of Directors approved the submission of the "Helping residents gain life-sustaining employment" project to the City of Kenosha, Department of City Development CDBG program. The Board is requesting \$ 20,730.60.

A Motion was made by JACK ROSE and a second was received by Yolanda JACKSON-Lewis. The motion was passed unanimously.



Edward Hauser
Board President



2016 ELCA Outreach Center Board of Directors

Ellen Brookhouse

7772 7th Ave
Kenosha, WI 53143
Home (262) 652-2811
Cell (262) 496-3185
Office (262) 658-3571
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Principal - Frank Elementary School
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Janice Deaton

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Patricia Demos

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Thrivent Financial for Lutherans
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Carthage College
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Yolanda Jackson-Lewis

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William Katt

Accountant
Rizzo and Diersen
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Jarlene Kriebn – Secretary

Retired
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Kenosha, WI 53144
Home (262) 948-0836
E-mail jkriebn2007@att.net

Pastor James Lynch

St. John's Lutheran Church
3833 8th Ave.
Kenosha, WI 53140
Office 262-654-7113
Email stjohnspastor@tds.net

Ralph McCarthy- Treasurer

Senior Loan Officer, Flagstar Bank
4226 53rd Ave.
Kenosha, WI 53144
Office 262-657-3524
Email kirbeerbc@yahoo.com

Jack Rose

Alderman
4315 68th Street
Kenosha, Wisconsin 53142
Office (262) 605-9038
E-mail jrose23@wi.rr.com

The mission of the ELCA Outreach Center is to share God's love by addressing the needs of children, youth and adults through programs and services that encourage them to become self-sufficient, caring and participating members of the community.

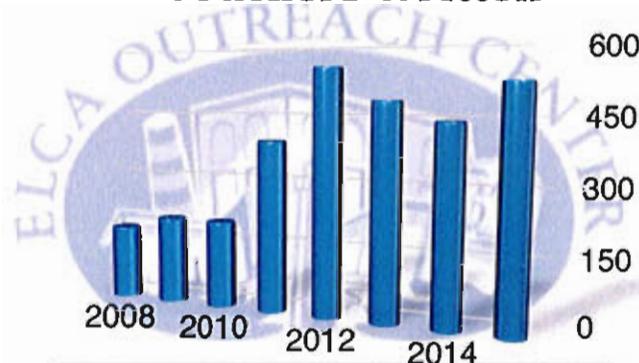
ELCA Outreach Center 2015 Annual Report



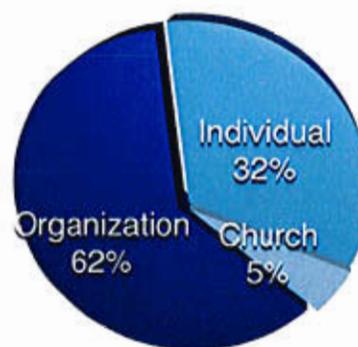
Outreach Programs

- Over 1,738 individual clients were served by the Center at least once with over 23,000 visits during the year.
- 159 people received free legal advice from seven attorneys providing pro-bono service.
- 525 Prescription Co-Pay vouchers were written for a total of \$7,875 in Kenosha and Western Kenosha County.
- Computers, fax and internet were used over 1,177 times to find employment, medical assistance or housing.

Vouchers Written



Donation Origin



Youth Programs

- Over 140 grade school children participated in Summer Camp with three college students leading the camp and ten high school students helping. Daily attendance was over 90 children per day.
- 358 (340 in 2014) children received school supplies in August to be ready for the new school year.
- Thanks to many generous organizations, churches and individuals 1,060 children received Christmas gifts through the Center.
- 82 children attended the annual Christmas party along with their parents for a total of 180. Ninety volunteers helped make the evening a success.

Adult Education Programs

- Spanish GED students took twelve tests while an average of 14 adult students attended class.
- Each week, the Center collaborates with the Job Center to provide a self-improvement workshop designed to improve clients lives and help them become self-sufficient.
- There are two Bible studies each week with average attendance of 22 at each.
- In collaboration with KUSD, the Center hosts monthly Chat-n-Chews on life skills.

Mission

To share God's love by addressing the needs of children, youth and adults through programs and services that encourage them to become self-sufficient, caring and participating members of the community.

Programs and Services

Outreach Program: Provides basic necessities free of charge. Assistance is available Monday through Friday 9-4.

Clothing Closet: Free clothes are available to the public including professional attire for job interviews.

Personal Care Program: Items such as soap, Shampoo, dental hygiene, diapers, formula and more are available to anyone in need. Personal care items are available to participants of workshops every 30 days.

Prescription Assistance: Individuals can receive a prescription co-pay voucher each month towards the purchase of prescription. Distribution is every 30 days.

Referrals: The Outreach Worker helps individual and families locate other needed services in the Kenosha Community.

Job Search Assistance: Individuals can get one-on-one support and access to other job search tools including: access to internet and newspapers, resume building assistance, printer and copier, professional attire for job interview.

Business Center: Clients can use the on-site computers to enhance their job search (build resume and internet search) as well as search for housing.

Adult Education: Provides free GED classes in English and in Spanish. The Center also reimburses some of the cost of the GED test, which is offered through Gateway Technical College. Classes are held on Tuesdays and Thursday from 5:30-7pm. Free childcare is available through a partnership with KUSD.



Free Legal Advice: Free legal advice is available by appointment only for the following issues: family, debt, housing, immigration and guardianship.

Youth Programs: Free summer camp for grade-school children and employing teenaged and college aged camp leaders. Girlz-Together program for 7 to 18 year old young women. School supply give-away and Christmas gift distribution.

Workshops: Free workshops are available weekly on topics such as basic and advanced computer skills, interview skills, women's safety and bible study.

Want to Get Involved?

Donate: Personal items (shampoo, razors, toothpaste, toothbrushes, deodorant, toilet paper), diapers and baby wipes, new & gently used clothing.

Time: Volunteer at the Center.

Prayer: The ELCA Outreach Center and those who use its services need your prayers.

Monetary Support: The ELCA Outreach Center relies entirely on the giving of others. Any monetary support is greatly appreciated. The UOC is a non-profit 501(c)(3) organization. Donations are tax deductible.

Please call, email or stop in for more info

6218 26th Ave., Kenosha, WI 53143

Phone: 262-652-5545

Monday – Friday, 9am-4pm

Email: info@elcaoutreachcenter.org

www.elcaoutreachcenter.org

Find us on Facebook

The mission of the ELCA Outreach Center is to share God's love by addressing the needs of children, youth, and adults through programs and services that encourage them to become self-sufficient, caring, and participating members of the community.

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Kenosha YMCA

Project Title Frank Neighborhood Project

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested \$ \$35,000.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Cindy Altergott, Executive Director

Address 7101 53rd Street
Kenosha, WI 53144

Phone Number 262-654-9622 ext 210

Cell Number 262-496-2525

E-Mail Address caltergott@kenoshaymca.org



Section 1: Project Description

Kenosha YMCA Frank Neighborhood Program and Parent Resource Center Project

1. Define what the problem is that your application will address.

The *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* serves a fragile segment of the City of Kenosha. Most of the population in the targeted area – the Frank Neighborhood – are poor. The neighborhood is bordered by communities populated with at least 51% of residents who are low- to middle-income (LMI) to the north, west, and south (Lake Michigan borders to the east), creating a living environment that can be characterized as concentrated poverty.

A study commissioned by the Kenosha YMCA indicates that the impact of poverty – such as homelessness, lack of food and clothing, poor healthcare, limited access to transportation, depression, and language barriers – is one of the most difficult problems faced by youth growing up in the Frank Neighborhood (Rabic Marketing, 2011).

Like many low-income neighborhoods, the Frank Neighborhood has numerous pockets of blight and/or slum-like conditions. As mentioned in past proposals, funding from a Transform Wisconsin grant allowed participants in Frank Neighborhood Project programs to engage in a Photomapping exercise in which the center's staff and several participants took a foot tour of the neighborhood. The participants photographed and made notes of areas within the neighborhood that they perceived to be unsafe, dirty, unattractive, or otherwise creating an unsuitable environment. While in some cases, the conditions recorded were minor or cosmetic, most highlighted serious infrastructure or maintenance-related issues that impact the neighborhood in matters of safety, security, and livability. In 2016 some cosmetic projects were addressed by Frank Neighborhood participants, volunteers and staff.

The *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* proposes to continue to reach out to families in the Frank Neighborhood through a staff-supported Parent Resource Center aimed at helping parents and guardians connect with community agencies and resources that can help alleviate the impact poverty has on their ability to meet basic needs and by facilitating volunteer-organized and led community projects geared toward empowering and engaging Frank Neighborhood residents through activities that improve or beautify the neighborhood. In order to enhance this year's efforts the YMCA will utilize our new Togetherhood program to bring in even more volunteers to this project. Togetherhood is the Y's member-led volunteer service program. It activates Y members to work together to plan and lead service projects that respond to local community needs. In addition to the Parent Resource Center and projects, the Frank Neighborhood will continue to serve the children and families of the neighborhood through programs that include Breakfast and Hoops, Boys 2 Men, Family Nights, Field Trips, Y's Choice, and Feeding Families.

Frank Neighborhood and the Togetherhood programs help create social change and demonstrate that the Y continues to be a charity dedicated to strengthening community.

2. Provide objective evidence to illustrate the problem.

Data supplied by the US Department of Housing and Urban Development shows that in the specific Census Tracts served by the proposed project (Census tract 9, Block 1; Census Block 10, Block 1; and Census Tract 11, Blocks 1-3 in Kenosha, Wisconsin) 73% of the residents are LMI.

Neighborhood characteristics such as poverty influence several interrelated aspects of the living environment that, in turn, affect families and children. Neighborhoods of concentrated poverty often isolate their residents from the resources and networks they need to reach their potential and deprive the larger community of the neighborhood's human capital. Among these resources are the presence of child and family institutions such as schools, libraries, recreation programs, child care, parks, religious institutions, and social service providers. The availability and quality of these institutions, while influenced somewhat by public policy, are heavily affected by the socioeconomic characteristics of the neighborhood. Poorer neighborhoods may be worse off than more affluent ones, not only because they tend to have weaker access to quality institutions but also because the greater and often urgent needs of low-income families frequently overtax existing institutions (Pebley and Sastry, 2003).

The *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* approaches families' needs to connect with vital resources and services by providing one-to-one resource and referral assistance. This delivery method has proven to be successful and was developed after informally communicating resources to our clients through the formative years of the Parent Resource Center at the YMCA's Frank Neighborhood Project. During 2016, the process was formalized with the use of family intakes during program and open hours at the center. The center offers a place where parents can obtain brochures about area helping agencies or social programs, browse through reading material, or discuss issues with the staff of programs their child participates in. During the past year, it has become clear that most parents need a continued focused approach, with guidance from a staff member who has specific knowledge, training, and experience with service coordination and the resources available in the community.

Numerous studies have shown that a host of social problems, such as poor health, lagging school performance, behavior problems, substance abuse, early sex and parenthood, delinquency, and violence, are frequently geographically clustered in neighborhoods with concentrated poverty (Pebley and Rand, 2003). Student performance in the neighborhood's school – Frank Elementary School – is in line with these findings and reflects extremely poor academic achievement. The school's 2013-2014 School Report Card rating "Meets Few Expectations". Overall student achievement is rated 35 on a scale of 100; students' performance in Mathematics and Reading are extremely low and have remained relatively unchanged and unimproved over the past 5 years (Wisconsin Department of Public Instruction, 2014).

The community involvement and volunteerism component of the proposed *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* aims to continue the Frank Neighborhood's reach into the area as a means of improving the livability of the community. Community members, program participants, staff and volunteers will come together and act on behalf of the common good, which can help buffer communities against the negative effects of concentrated poverty. In communities where interaction is high, neighbors can count on each other for social support and neighborhood leaders may learn to get involved in

obtaining funding or other support from local governments and businesses to help improve conditions (Sampson, et al.).

The project approach for the *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* is supported by evidence that suggests communities that share expectations effectively and collectively exert social control over neighborhood conditions are better able to counter the negative effects of concentrated poverty. Research cited by the US Department of Housing and Urban Development (2011) indicates that, even when accounting for factors such as personal characteristics, concentrated disadvantage, and residential stability, collective efficacy was strongly linked with improved livability. Such evidence supports the notion that strong neighborhood networks can collectively lessen the effects of concentrated poverty.

The neighborhood projects initiated last year did help improve the spirits of the participants and empowered the residents by engaging them in making a positive impact on their community.

3. What is the goal of this project?

The goal of the *Kenosha YMCA Frank Neighborhood Center Parent Resource Project* is to create a more suitable living environment for low- and middle-income persons living in or around the Frank Neighborhood. This will be accomplished by connecting families with critical resources and community agencies that can help them meet their families' basic needs and enhance quality of life, by mentoring their children, and by fostering community involvement through empowerment education and volunteerism in projects that enhance the appearance and livability of the neighborhood for the common good.

4. How does the project benefit low- to moderate-income persons or eliminate slum and blight?

The *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* empowers families in the Frank Neighborhood to connect with vital community resources and agencies to address their critical personal or economic needs and provides them with guidance, tools, knowledge, and experiences that enable them to improve their community's living environment. This is accomplished through two initiatives conducted through the center's Parent Resource Center:

Resource and Referral Assistance

The proposed project continues to solidify the YMCA's Parent Resource Center efforts and incorporates commonly-used promising practices for working with disadvantaged persons. This component incorporates the experience and information that center staff and leadership have gleaned from their involvement in the community and with the families. Historically, community resources were often shared informally. This project has formalized this element of the program, providing any family in need of services with private, one-to-one resource and referral assistance provided by a qualified Parent Resource Coordinator and/or the Frank Neighborhood Project Assistant. As part of the resource and referral process:

- A qualified and experienced Parent Resource Center staff team member will establish regular office hours (approximately 18-20 hours per week during both daytime and evening hours to accommodate families with shift work schedules) so that parents can make an appointment or drop in to request assistance.

- All resource and referral participants will work with staff to complete a personalized Family Needs Assessment.
- Based on the needs identified in the assessment, the Parent Resource Center staff will suggest appropriate resources or existing agencies or programs that match the family's needs. Whenever possible, the staff member will make an introductory call to the referral source and/or assist the family with the call.
- Referral advice and any additional assistance will be noted in the family's records.
- A Parent Resource Center staff member will follow up with the family within a reasonable time frame to determine whether the resources or referral met the family's needs or if further assistance is needed.
- The Parent Resource staff member will maintain regular contact with the family to update the needs assessment and/or follow up on any other needs identified in the intake assessment.
- The Parent Resource Coordinator will facilitate 12 education/empowerment seminars that focus on improving the lives of parents/adults in the program or the neighborhood, but not directly related to projects; such as, rebuilding credit, starting your own business, parenting classes, job fair/opportunities, and more.

Community Engagement and Improvement

In addition to the direct-service resource and referral component that provides assistance *for* families, the proposed project also includes all the established child and family centered activities as well as a community engagement initiative that provides facilitation for a community engagement and volunteerism program that provides knowledge, tools, connections, and opportunities for members of the Frank Neighborhood to influence change *for themselves and for their community*.

As part of the Community Engagement and Improvement component:

- The Parent Resource Coordinator will serve as a facilitator and point of contact for community members interested in planning, organizing, funding, and/or implementing volunteer-driven community improvement projects aimed at reducing blight, improving safety, and beautifying the Frank Neighborhood.
- The Frank Neighborhood conditions and issues identified and documented in the recent years will be used as a guide for selecting and planning neighborhood clean-up, improvement, and beautification projects.
- The Parent Resource Center will be available for meetings, educational workshops, or other activities related to organizing community projects.
- The Parent Resource Coordinator will consult with the volunteer leaders of the community projects to help them identify the resource needs for their project (such as information, tools, communication with community or City leaders, etc.) and facilitate their access to these needs. The community volunteers will be encouraged to take leadership, make contacts, solicit donations of resources, etc. as needed so that they will have as much investment in the projects as possible. Project staff will be available as resources, but will serve primarily as facilitators.
- The community volunteers, assisted with the Y Togetherhood volunteers, will organize and conduct 12 neighborhood projects.
- The budget for this project includes a very modest sum to help volunteers obtain basic work tools (gloves, trash bags, rakes, gardening tools, etc.) and supplies (paper, poster supplies, etc.) to support the implementation of their projects.

- Strategic Planning sessions and a 3-5 year plan for more impactful projects will occur in 2017
- The Parent Resource Coordinator will assist as needed in coordinating communications between volunteer project leaders and local government and service departments (Street Department, City offices, School District, WE Energies, etc.) to facilitate projects involving public property.
- The project will include educational workshops to provide neighborhood volunteers with information related to the projects they choose, such as visits from public safety officers, Kenosha County Extension's Master Gardeners, basic construction skills, etc.
- The Parent Resource Coordinator will also serve as a liaison between the community volunteers and the YMCA's marketing team to organize marketing efforts for volunteer recruitment and/or publicity to communicate the successful completion of volunteer projects within both the Frank Neighborhood and the community at large.

All of the resource and referral activities and methodology and the community engagement inputs are conducted with the goal of assisting low- to middle-income families help themselves and to alleviate the negative impact of poverty on their quality of life.

5. Who will benefit from this project?

The residents of the Frank Neighborhood are the primary beneficiaries of the programs and services provided through the *YMCA Frank Neighborhood Parent Resource Center Project*. Nearly half (49%) of the population of the Frank Neighborhood is Hispanic, 42% are African American, and 9% are Caucasian. Among the students attending the neighborhood school, Frank Elementary School, 96.7% are considered economically disadvantaged; 20.2% have Limited English Proficiency (Wisconsin Department of Public Instruction, 2014).

The Frank Neighborhood Project community center, established by the Kenosha YMCA in 2007, serves as a program center and resource for youth and families in the Frank Neighborhood. The center currently houses nine unique programs that provide experiences, activities, and support designed to empower participants to meet their full potential. Current programs include:

- *Boys-2-Men* – This program includes talk sessions for boys and young men (parents are encouraged to attend as well) on topics important to youth, along with a spiritual component.
- *Y's Choice* – Youth and families participate in a wide range of positive activities at the center two days each week and are transported to the Kenosha YMCA Callahan Family Branch one day per week to enjoy experiences outside the neighborhood.
- *Breakfast and Hoops* – Held two Saturdays each month, the program provides families with a nutritious breakfast and recreational activities.
- *Family Night Out*– In this program, families enjoy a nutritious meal and recreational activities or movies together.
- *Girls' Night Out and Boys' Night Out* – These programs provide youth from the neighborhood with recreational experiences at the center.
- *Organized Sports Programs* – In 2016 the Y infused organized sports programs into the Frank Neighborhood Project including soccer, flag football, floor hockey and basketball.
- *Feeding Families Program* – Following an intake process to determine eligibility, this program provides families with dependent children, grandparents caring for their

grandchildren, and families living in poverty with nutritious fresh food and pantry staples on a weekly basis.

- *Field Trips* – The center arranges for youth and family field trips to enrichment activities in Kenosha and surrounding communities; transportation is provided.
- *Parent Resource Center Program* – A resource center is open during times programs are in session, providing families with access to resource materials, an opportunity to complete an intake assessment to identify their needs, and 12 learning seminars will be delivered during the year.
- *Neighborhood projects* – The community volunteers, assisted with the Y Togetherhood volunteers, will organize and conduct 12 neighborhood projects.

The racial, ethnic, and socioeconomic composition of the Frank Neighborhood Project's participants reflect that of the Frank Neighborhood. Combined attendance at Frank Neighborhood Project programs totaled 4,884 for only the first 6 months of 2016 which extrapolates to 9,768 total. 652 unduplicated families were served in the first six months (this does not include an estimated 500 additional participants who engaged in informal recreation programs). The center's programs have continued to grow each year as the center becomes more well-known and utilized, develops a trusting relationship with neighborhood families, and becomes part of its fabric.

The proposed *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* is expected to continue to grow from the current level of participation and outreach.

6. How do you expect to measure the success of this project? List the measurable outcomes of the project. (Required for Public Service and Economic Development activities.)

The project will be measured by attendance, intake assessments, and post program surveys.

Upon completion of the proposed 2017 *Kenosha YMCA Frank Neighborhood Parent Resource Center Project*:

1. At least 120 families in the Frank Neighborhood will complete the Parent Resource Center's Family Needs Assessment AND connect with community agencies or resources to address their identified needs for the purpose of creating a suitable living environment.

OBJECTIVE 1: At least 200 families will complete a Family Needs Assessment with the Parent Resource Coordinator, as measured by the number of assessments completed.

OBJECTIVE 2: At least 60% of families completing Family Needs Assessment will connect with a community agency or other resource to address a need identified in the assessment as measured by follow-up records in family files.

OBJECTIVE 3: At least 80% of the families will indicate that the resources or assistance received as a result of working with the Parent Resource Center resulted in connections or assistance received from the center has been beneficial in addressing one or more of their family's identified needs, as measured by family follow-up surveys.

2. At least 275 youth and adults from the Frank Neighborhood will organize, lead, and implement 12 monthly neighborhood projects for the purpose of creating a suitable living environment in their neighborhood.

OBJECTIVE 1: At least 275 individuals (youth and adults) in the Frank Neighborhood will volunteer in one or more community improvements projects, as measured by volunteer service logs.

OBJECTIVE 2: At least 20 individuals will participate in strategic planning sessions in order to set goals for larger, more impactful, projects as measured by attendance records and a three-five year plan.

OBJECTIVE 3: At least 80% of participants involved with projects/planning will indicate that they have gained knowledge and/or skills that will benefit their family (or neighborhood, as applicable), as measured by post-participation surveys.

OBJECTIVE 4: At least 80% of the volunteers will rate their volunteer experience (planning and/or service) as “highly satisfying”, as measured by post-participation surveys.

3. At least 150 adults/parents of the Frank Neighborhood will attend 12 educational/empowerment workshops for the purpose of creating a suitable living environment in their neighborhood.

OBJECTIVE 1: At least 150 individuals in the Frank Neighborhood will attend educational/empowerment seminars, as measured by attendance records.

OBJECTIVE 2: At least 50% individuals will say they would like more information on the topics presented or actively engage in further contact with the opportunity discussed.

OBJECTIVE 3: At least 80% of participants in educational workshops or programs will indicate that they have gained knowledge and/or skills that will benefit their family (or neighborhood, as applicable), as measured by post-participation surveys.

OBJECTIVE 4: At least 80% of the participants will rate their workshop as “highly satisfying”, as measured by post-participation surveys.

7. Where is the project located or where will the project take place.

The *YMCA Frank Neighborhood Parent Resource Center Project* will primarily be implemented at the Frank Neighborhood Project, which is housed in the community center addition of Frank Elementary School (1816 57th Street in Kenosha). The Parent Resource Center occupies an office space in a portion of the community center. Any meetings or educational workshops associated with the proposed project’s community engagement component will take place at the school as well. The neighborhood clean-up, improvement, and beautification projects will be implemented in various locations throughout the Frank Neighborhood, as selected by the community volunteers.

3. Public Service Project:

a) What services does your Agency provide?

The Y serves the community with programs for individuals and families in the Youth Development, Healthy Living, and Social Responsibility areas.

b) How will this project relate to these services?

Frank Neighborhood Project helps youth and families in all service areas; Youth Development, Healthy Living, and Social Responsibility.

Yes No

- c) Is your project a continuation of a current activity? Yes No
- d) Is your project an expansion of a current activity? Yes No
- e) Have you received CDBG funding previously to operate this service? Yes No

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2016	\$21,000.00	2015	\$17,840.00	2014	\$0.00
2013	\$23,000.00	2012	\$21,845.00	2011	\$41,536.00

- f) If this project is not currently in operation, do you have staff to implement the project? Yes No
- g) Do you have office space to accommodate the proposed service? Yes No
- h) If funds are for non-administrative expenses, have you obtained three written estimates? Yes No
- i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment 1.) Yes No
- j) When will the project be implemented? 01/17 (mm/yy)

k) Please explain your plan to identify clients for this service.

Frank Elementary staff, Kenosha County Sheriff, and Y staff will work together to identify youth and families from the school and surrounding neighborhood that would benefit from programs. 94.2% of students receive free/reduced lunch and over 51% of households are low/moderate income.

l) Number of (UNDUPLICATED) clients to be served by this activity. 650

m) Other information you wish to provide regarding the status of the project:

In our 9th year of existence we continue to provide basic needs such as food but, more importantly, provide impetus to aspire to self sustentation.

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover
the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$35,000.00
Source: Mary Frost Ashley Foundation	\$25,000.00
Source: John and Ruth Ross Charitable Trust	\$5,000.00
Source: Kenosha YMCA	\$7,940.00
Source: Special Events	\$7,000.00
Source:	
TOTAL REVENUE:	\$79,940.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: Salaries	\$30,000.00	\$30,154.00	\$60,154.00
Expense: Benefits		\$6,182.00	\$6,182.00
Expense: Rent and Utilities	\$1,400.00	\$1,480.00	\$2,880.00
Expense: Program Supplies	\$3,000.00	\$3,444.00	\$6,444.00
Expense: Transportation		\$3,080.00	\$3,080.00
Expense: Promotion/Advertising	\$600.00	\$600.00	\$1,200.00
Expense:			\$0.00
TOTAL EXPENSES:	\$35,000.00	\$44,940.00	\$79,940.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF THREE (3) ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

If full funding is not received, the Kenosha Y will be able to continue the family Night Outs, the Parent Resource Center, neighborhood improvement projects and the Saturday morning programs but will be in a reduced fashion. The Y believes this is a very important program and will continue to seek funding. A significant reduction would cause The YMCA to scale back on the number of hours served each week and may not be able to support as many neighborhood projects.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.
- Yes No

Yes, if full funding is not received then there will be less service provided to the kids and families of the neighborhood. The family resource center, parent and children empowerment programs and neighborhood projects will be diminished, mainly due to limiting staff hours, as that is the main portion of our budget. The program needs staff at the resource center to be the most effective and staff needs to plan and work on the projects.

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.
- Yes No

Source	Amount
Kenosha YMCA Annual Campaign	\$2,500.00

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment H.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

The Kenosha YMCA's mission is to put Christian principles into practice through programs that build healthy spirit, mind, and body for all. Our goal is to connect families to our mission through Youth Development, Healthy Living and Social Responsibility. The Frank Neighborhood project is consistent with the Kenosha YMCA's mission in that it helps strengthen families in the area by helping families establish or strengthen connections with their children, providing a healthy, safe place for mentoring with opportunities to learn lessons in youth development, healthy living and social responsibility.

In 2016 the Frank Neighborhood Project continued to bring youth and families together in a safe environment to strengthen families and build community. The foundational programs of the Frank Neighborhood Project such as Y's Choice, Breakfast and Hoops, Family Night, Girls Night Out, Boys Night Out and Feeding Families all fall under our core focus areas.

In addition to our foundational programs the Frank Neighborhood Project focused on implementing the Parent Resource Center and Empowerment program that we began offering in 2014. The Parent Resource Center provides families in the Frank Neighborhood a staff-supported Parent Resource Center aimed at helping parents and guardians connect with community agencies and resources that can help alleviate the impact poverty has on their ability to meet basic needs. The Empowerment Program facilitates volunteer-organized and led community projects geared toward empowering and engaging Frank Neighborhood residents through activities that improve or beautify the neighborhood.

The community involvement and volunteerism component of the Empowerment Program aims to expand the Frank Neighborhood's ability to work in conjunction with the residents of the area in order to improve the livability of the community. The Y Togetherhood program will introduce new volunteers from the Y membership to assist with the project in 2017.

The Frank Neighborhood Project is completely consistent with our mission.

Section 6: Endorsing Resolution

For Not-for-Profit Organizations:

Each application from a not-for-profit organization must contain a resolution from the organization's Board of Directors endorsing the submission of the application, stating the amount of the CDBG request in the application, and stating the amount to be contributed by the organization.

A separate resolution is required for each application.

Resolution

Be it resolved that on this date, October 14, 2016 the Kenosha YMCA Executive Committee acting on behalf of the Board of Directors do hereby authorize the Administrative staff to make application to the City of Kenosha for CDBG funding in the amount of \$35,000 to support the YMCA Frank Neighborhood Project. The Kenosha YMCA hereby commits to raise and/or contribute the balance of funds (\$44,940) needed beyond the \$35,000 requested from CDBG to operate the proposed Kenosha YMCA Frank Neighborhood Parent Resource Center Project. Please consider the resolution validated by my signature on the application. If desired, The full board will meet in November 7, 2016 and can vote on the resolution.

Signed,

Andy Callahan

Chairman, Kenosha YMCA Board of Directors

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.

Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.

Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

- 1) A minimum of 120 families in the Frank Neighborhood will complete a Family Needs Assessment AND connect with community agencies of resources for the purpose of creating a suitable living environment; 80% (96) will indicate the assistance they received was helpful in addressing one or more of their family's identified needs.
- 2) A minimum 275 youth and /or adults will volunteer to organize, lead, and implement 12 neighborhood projects for the purpose of creating a suitable living environment; 80% (160) will rate their experience as "highly satisfying".
- 3) A minimum 150 individuals will participate in educational/empowerment workshops or programs; 80% (132) will indicate that they have gained knowledge and/or skills that will benefit their family (or neighborhood, as applicable).
- 4) A minimum of 80% of participants in Frank Neighborhood program will indicate they believe the activity helps to build a stronger sense of community.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan 05/11
- Non-Profit's most recent Annual Report

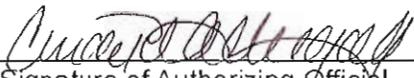
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement 01/29

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: **(Two signatures are required.)**



 Signature of Authorizing Official

Cindy Altergott Executive Director

 Typed Name and Title of Authorizing Official

10/18/2016

 Date

(262) 654-9622 ext 210

 Phone



 Signature of Authorizing Official

Andy Callahan Board Chairman

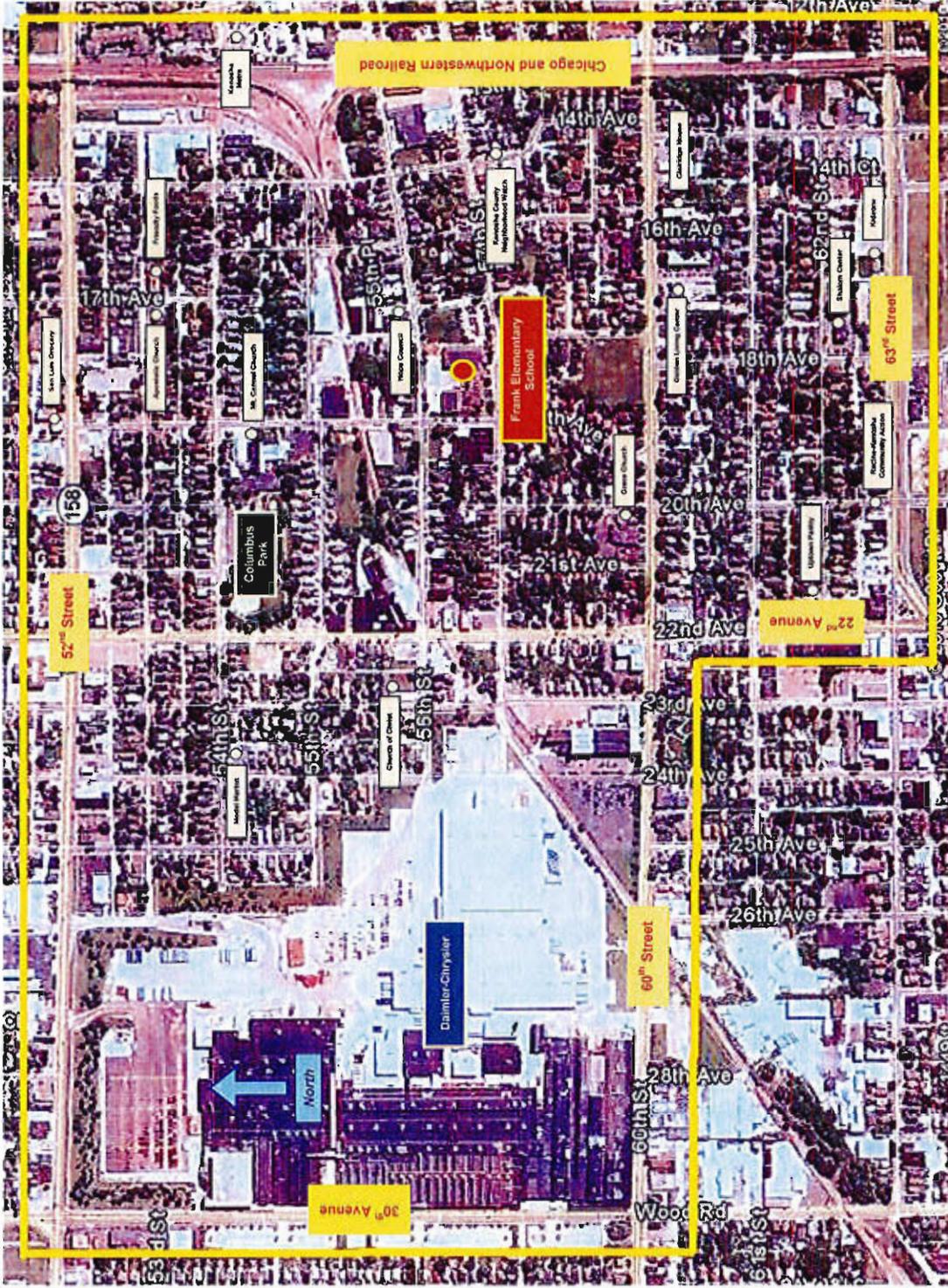
 Typed Name and Title of Authorizing Official

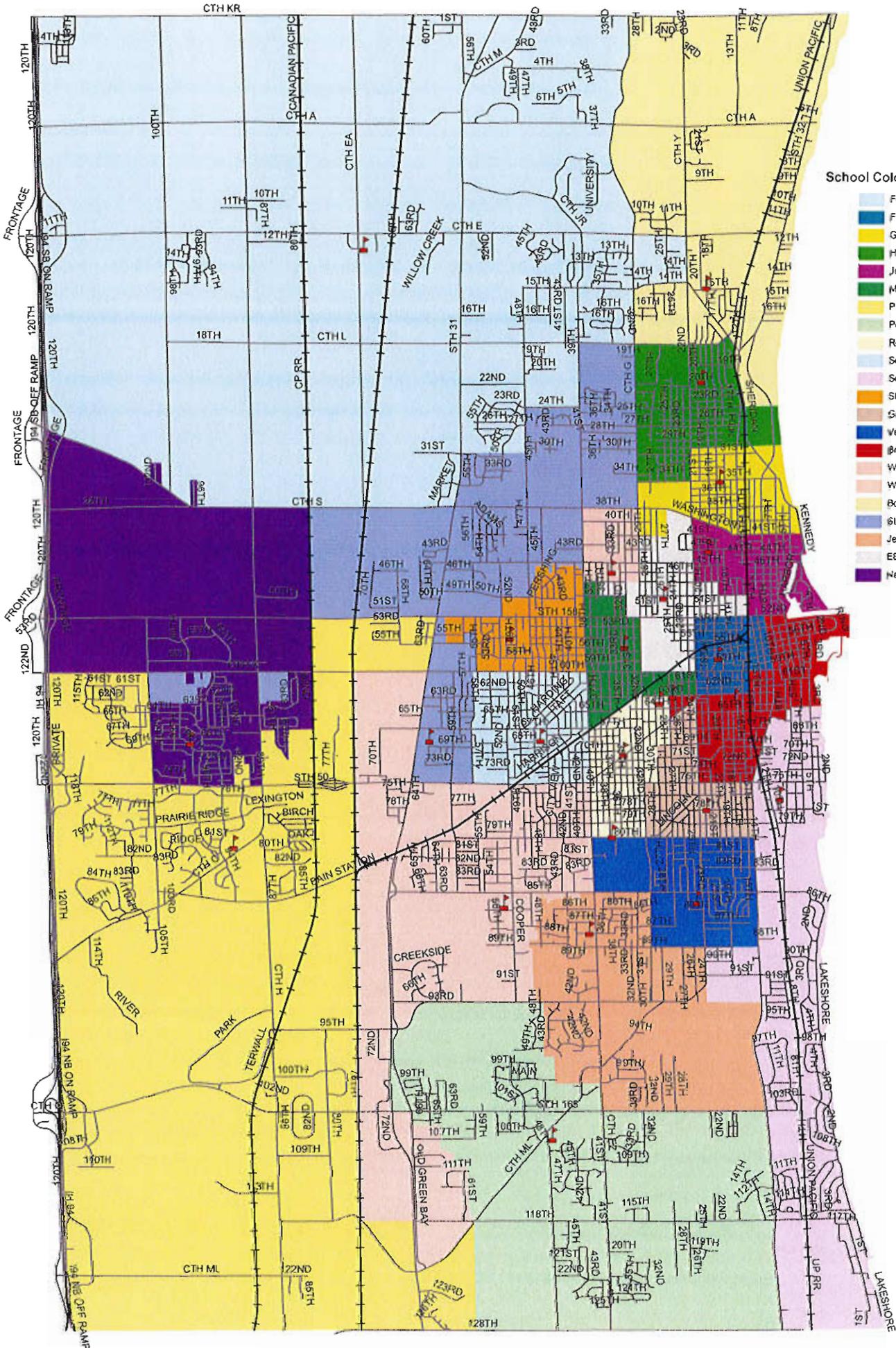
10/17/2016

 Date

(262) 658-8030

 Phone





School Color Assignments

- Forest Park
- Frank
- Grant
- Harvey
- Jefferson
- McKinley El
- Pleasant Prairie
- Prairie Lane
- Roosevelt
- Somers
- Southport
- Strange
- Greenwood
- Vernon
- Grass
- Whittier
- Wilson
- Bose
- Blocker
- Jeffery
- EBSOLA
- Nash



2016 BOARD MEMBERS AND OFFICERS

Andy Callahan, Chairman (Cove Realty, Owner)

Gordon A. Hess, 1st Vice Chairman (Kenosha Unified School District, Retired Principal)

John C. Wavro, Treasurer (JJ Management Corporation, Retired)

Neil F. Guttormsen, Secretary (Guttormsen and Hartley LLP, Attorney)

James M. Harmon, CPA & Consultant (James M. Harmon & Co, Ltd.)

Patricia Demos, (Kenosha Unified School District, Community & School Relations Coordinator)

Dave Fountain, (Kenosha Unified School District, Retired Principal)

Charles Heide, (Brookwood Partners, Consultant)

Don F. Kueny (Don F. Kueny, PE Inc., Retired)

Scott Larsen (Villani, Becker & Larsen, S.C., CPA)

Art Maurer (Pieper Electric, Retired Electrical Contractor)

John Schmidbauer (Kueny Architects LLC, Project Manager)

Doug Stanich (Re/Max, Realtor)

Bruno Rizzo (Rizzo & Diersen, S.C., Attorney)

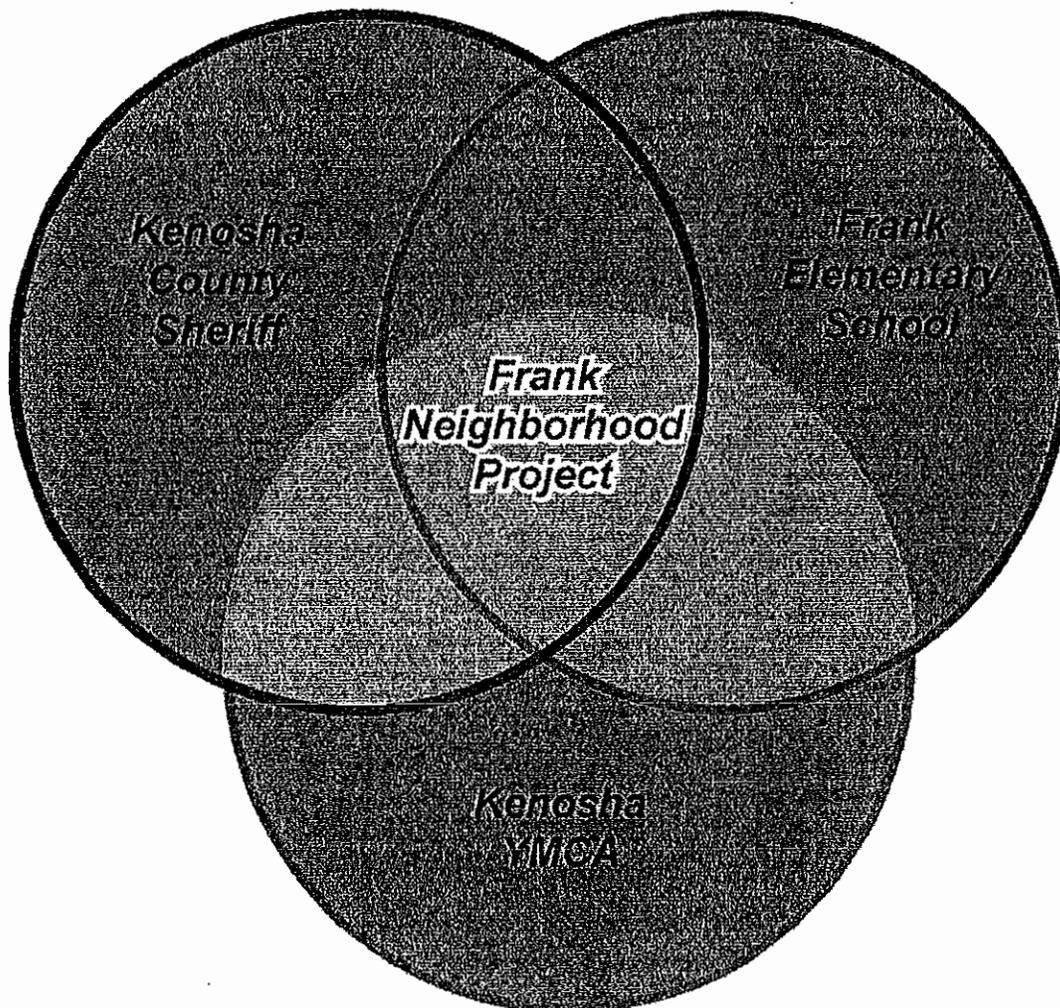
Pamela Thomey (Snap-on Incorporated, Vice President of Human Resources)

Tom Laken III (Finishing and Plating)

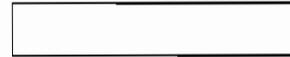
*A Capacity Building Plan
For The
Kenosha YMCA's*

Frank Neighborhood Project

NOTE: This document is only 3 pages of the plans total 221 pages. This 3 page section provides a short summary of what is included in the entire plan. The YMCA would be happy to provide the entire plan if requested.



By:
Rabic Marketing Services
May 31, 2011



Introduction

Kenosha's Frank Neighborhood census tracts include some of the most challenged parcels to be found anywhere in Kenosha. The Frank Neighborhood qualifies as a *Neighborhood Revitalization Strategy Area* in terms of income, land use and other criteria as established by the U.S. Department of Housing and Urban Development. Kenosha's recently released 2010–2014 Consolidated Plan re-establishes the fact that the Columbus Neighborhood, which primarily consists of residents surrounding the Frank Elementary School, is considered a "highest priority" community with regard to ongoing economic and social challenges. Among the highest rated weaknesses listed in this plan is a lack of youth services and programming. The approximate racial mix of participants in the Frank Neighborhood Project reflects that of the Frank Neighborhood itself, which is 49% Hispanic, 42% Black, and 9% White.

To see the Frank Neighborhood Project's Boundary Map, please refer to *EXHIBIT 1.01*.

1.10 - The Frank Neighborhood Project

The Frank Neighborhood Project is a triple partnership consisting of the Kenosha YMCA, the Kenosha County Sheriff's Department, and the Frank Elementary School. Its purpose is to organize the resources of these three nonprofit organizations in order to provide assistance, direction, and hope to Frank Neighborhood residents by means of making available educational experiences, healthful activities, and life skills training. (please see *EXHIBIT 1.02*) The acquiring of such skills and abilities will make it possible for residents of the Frank Neighborhood to more easily improve their lives, while strengthening their community.

1.20 - The CAN Grant's Process – Its Purpose and Award to the Kenosha YMCA

In September 2009, the University of Wisconsin–Parkside's Center for Community Partnerships was awarded a Strengthening Communities Fund Grant through the U.S. Department of Health and Human Services, under the American Recovery and Reinvestment Act (ARRA). This type of grant is referred to as, "Capacity-building Assistance for Nonprofits Works" – or *CAN Works*. The goal of *CAN Works* is to stimulate nonprofit organizations' efforts to maximize their social impact, as they provide services to address economic recovery issues.

Nonprofit organizations participate in a competitive process to become part of a *CAN Works* cohort. Selected organizations receive capacity-building training, technical assistance and financial assistance. In March of 2010 the Kenosha YMCA, on behalf of its Frank Neighborhood Project, applied for and was selected as a *CAN Works* Project Partner. The award provides up to \$30,000 in funding to help build and strengthen the Frank Neighborhood Project by investing in capacity building assets and services that will help maximize the organization's social impact, and ensure its long term sustainability.

1.30 - The Frank Neighborhood Project's Capacity Building Plan

There are three main capacity building components which the Kenosha YMCA has identified as vital to the future success of the Frank Neighborhood Project. These components are: (1) a long range program plan; (2) a fundraising plan, and (3) a volunteer plan. By means of a competitive RFP process, the Kenosha YMCA selected Rabic Marketing Services to help develop these plans. This document is a compilation of these and several other components, all deemed to be fundamental to the success of the whole commission.

1.31 - Component No. 1 – Case and Resources Analysis (Tab No. 2)

The Case and Resources Analysis determines the overall readiness of the Frank Neighborhood Project to undertake a capacity building process. This examination scrutinizes nine selected dimensions of the organization in order to make this determination.

1.32 - Component No. 2 – Assessment and Benchmarking Plan (Tab No. 3)

This exercise focuses on establishing essential functional and managerial priorities and related systems which are then pinpointed in a formal Capacity Building Assessment and Benchmarking process. The process for this project consisted of a computerized survey, drawing on the knowledge of an eight-person core committee recruited from the Frank Neighborhood Project's Advisory Board, who participated by rating and prioritizing 58 dimensions of their functional and managerial effectiveness. The main benefits in using this model are that it sets the benchmarks, establishes the numeric goals, and creates the priorities which determine the baseline data which future improvements in functional and managerial effectiveness can be periodically compared.

1.33 - Component No. 3 – Long Range Program Plan (Tab No. 4)

When so much of "capacity building" concentrates on improving the managerial performance of an organization, one must keep in mind that the vision of what future programs should be is also relevant to the overall capacity building effort. An innovative program vision can also "transform" an organization's performance level. Such a transformation has several significant benefits. One is that the innovation itself can be used to better align and more efficiently utilize the skills and resources that the organization already possesses. A second benefit is that the transformative idea intensifies the focus of the whole organization whenever it considers other future programs. And a third advantage is that the new strategy speaks to external audiences with a clearer voice, and a less complicated message. The concept which will transform the Frank neighborhood's future is to establish a Family Resource Center as its next 'program'.

1.34 - Volunteer Recruitment and Retention Plan (Tab No. 5)

The strategic advantage in taking a managerial look at volunteer recruitment and retention is that the whole process can be used to manage the organization better today and to increase the longevity of the organization for tomorrow. This often-neglected aspect of nonprofit management, which is not being optimally developed in the Frank Neighborhood Project, can also pay significant dividends in the overall efficiency of the organization. The plan provided to the Frank Neighborhood Project offers highly detailed guidelines and four specific recommendations which can be used to effectively identify the desired volunteer positions and the best volunteers to fill them; and then to successfully manage volunteers to assure their services will be retained over time.

1.35 – Fundraising and Publicity Plan (Tab No. 6)

In order for the Frank Neighborhood Project to properly and effectively carry out its mission, it is absolutely crucial that the organization possesses the ability to financially sustain itself every year. This plan considers the Frank Neighborhood Project's short term and long term financial needs, and suggests probable sources of financial support. Also included are potential new fundraising ideas and plans which will help to achieve the identified fundraising goals, while simultaneously raising community awareness of the Frank Neighborhood Project. In the short term, the Kenosha YMCA will continue to take the lead in raising funds through its grant writing efforts and through its existing benevolent partnerships. Nevertheless, in order for the Frank Neighborhood Project to significantly increase its ability to carry out its mission, it will be necessary to search for new sources of revenue. These new revenue sources, of necessity, will include income generating ventures. Two income-generating suggestions are proposed, and are also developed in some detail, as ingredients of this plan.

1.36 - Concluding Commentary (Tab No. 7)

When all of the recommendations of this capacity building plan are considered, the scope of this undertaking can easily be perceived as an altogether overwhelming task. But looking at the plan in this way is not the proper way to view a plan of this type. The main reason for providing the level of detail that exists in this thick document is to illustrate beyond doubt that it is entirely possible to achieve everything that is envisioned here. It is by remembering to take just one step at a time, and by each component enthusiastically contributing its piece of the whole, that success will be achieved. The Frank Neighborhood Project has a noble and important mission before it, and it is easy for many to be inspired by this mission and to want to become part of it.



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

2015 at a Glance!

KENOSHA YMCA

7101 53rd Street, Kenosha WI 53144 (262) 654.9622

www.kenoshaymca.org

General Information

Board Chairman: Andrew Callahan
Executive Director: Cindy Altergott

Serving the community since: 1929
Number of employees: Over 170

For a Better Us

At the Y, strengthening community is our cause. The Y serves three crucial areas of focus to help individuals, families and communities learn, grow and thrive.

The Y is for **YOUTH DEVELOPMENT**
The Y is for **HEALTHY LIVING**
The Y is for **SOCIAL RESPONSIBILITY**

The YMCA serves the entire community and is open to everyone. Donors enable the Y, a charitable, non-profit organization to offer a financial assistance program for those individuals and families that qualify.

Positive early experiences are essential to future success.

- ◆ 2,987 children developed positive relationships and stayed safe in our licensed child care programs.
- ◆ 1,400 children learned to be safe around water.
- ◆ 1,000 children & teens developed athletic, social and interpersonal skills in sports & dance programs.

1 out of 3 people in Kenosha is considered obese.

- ◆ 63,796 healthy meals were served and 571 hours of physical activity were facilitated in our child care programs.
- ◆ 15,248 youth, adults & seniors got healthier, achieved their goals and had fun at the YMCA.

23% of Kenosha's youth lives in poverty.

- ◆ 9,569 people were served through the Frank Neighborhood Projects youth & family oriented activities.

People Served

- Over 51,348 people were served last year through memberships and programs
- On average, 1,000 people visit the YMCA daily to enjoy a variety of programs and membership
- 1,986 people were assisted with membership and child care through the John & Judy Wavro Scholarship program; totaling \$321,833.

Programs

We provide fun and affordable classes and programs for all ages.

NEW IN 2015

- Nutritional Programs
- Tri My Best Triathlon
- Youth Samurai Karate

ONGOING

- Frank Neighborhood Project
- Swim Team
- Miracle League
- Group Exercise
- Early Childhood Programs
- Before & After School Programs
- Strength & Conditioning
- Personal Training

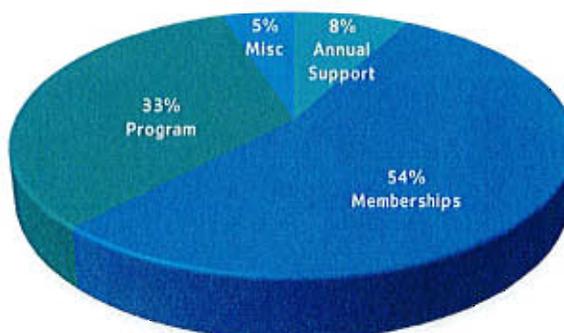
- Parent/Child Programs
- Swim Lessons/Safety Around Water
- Rock Climbing
- Dance
- Martial Arts
- Adult Sports Leagues
- Indoor Triathlons
- Summer Day Camp
- Recreational Swim
- Senior Exercise Classes
- Youth Sports Leagues & Instruction
- Parties / Rentals

Collaborations

The Kenosha YMCA works with several groups in the area to make our facility even more accessible and to bring quality programming to the community:

- Kenosha Unified School District
- Kenosha County Sheriff's Department
- Kenosha County
- ARC - Wisconsin Disability Association
- Easter Seals
- City of Kenosha
- Miracle League
- Kenosha County
- ELCA Urban Outreach Center
- Tender Touch Therapy

2015 Revenue



Mission: To put Christian principles into practice through programs that build a healthy spirit, mind and body for all.



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Attachment H

Kenosha YMCA Mission Statement

OUR MISSION:

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

OUR VISION:

To be a community leader connecting families to build healthy minds and bodies.

OUR VALUES:

Respect

Treat others as you want to be treated.

Responsibility

Be accountable for your promises and actions.

Caring

Show a sincere concern for others.

Honesty

Be truthful in what you say and do.

OUR CAUSE:

At the Y, strengthening community is our cause. Every day, we work side-by-side with our neighbors to make sure that everyone, regardless of age, income or background, has the opportunity to learn, grow, and thrive.

OUR AREAS OF FOCUS:

For Youth Development

Nurturing the potential development of every child and teen.

For Healthy Living

Improving the community's health and well-being.

For Social Responsibility

Giving back and providing support to our neighbors.



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

March 1, 2016

Mary Frost Ashley Charitable Trust
Attn: Jean M. Langie
Vice President and Director
Fiduciary Advisory Services
CTC | myCFO
111 West Monroe Street – 10E
Chicago, IL 60603

Dear Ms. Langie,

The Kenosha YMCA respectfully submits our application for funding for the Frank Neighborhood Project. Thank you for this opportunity as well as for your past support. The Frank Neighborhood Project serves an area of Kenosha residents that need our support the most.

The goal of the Frank Neighborhood Project is to improve the well-being of individuals, families, and of the community. Past support has enabled us to build our programs to an annual attendance of over 9000. Programs have provided residents with basic needs of food and safety, learning opportunities, family recreation, family support, youth programming and opportunities to work together to improve their neighborhood. Our current request will allow us to continue this work, as well as expand our programming.

The mission of the Kenosha YMCA is to put Christian principles into practice through programs that build healthy spirit, mind, and body for all. Our cause is strengthening the community; we work within our community to make sure everyone, regardless of age, income, background, or beliefs can learn, grow and thrive. We thank you for your consideration of the attached funding application and look forward to hearing from you. Please do not hesitate to contact me if you require any additional information or have any questions.

Sincerely,

Cindy Altergott
Executive Director, Kenosha YMCA
262-564-6810
caltergott@kenoshaymca.org

KENOSHA YMCA
7101 53rd Street, Kenosha WI 53144
P 262 654 9622 F 262 653 9886
WWW.KENOSHAYMCA.ORG



THE
PRIVATE CLIENT
RESERVE



P.O. Box 3194 • Milwaukee, WI 53201-3194

September 16, 2016

YMCA Swimming
Stacey Story
7101 53rd Street
Kenosha, WI 53144

Dear: Stacy

The Advisory Board of the John J. and Ruth F. Kloss Charitable Trust has identified your organization as a possible candidate to receive a grant from the trust in the amount of \$5,000 for general purpose. If you would like to be considered for this grant, please complete and return the enclosed grant application along with the required documentation as indicated on the grant application to my attention by December 15, 2016 at the following address:

U.S. Bank, Foundation Team
Attn: Tanina Evans, MK-WI-TWPT
777 E. Wisconsin Avenue
Milwaukee, WI 53202

If you would like me to send you the application via email, please contact me at tanina.evans@usbank.com. The distribution of funds for approved grants will be made by January 31, 2017.

Sincerely,

Tanina Evans
Vice President
(414) 765-5672
tanina.evans@usbank.com

Enclosure



**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Kenosha Literacy Council

Project Title Literacy at Work

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>
(To be completed by Community Development & Inspections Staff)		

Amount of CDBG Funds Requested \$ \$28,000.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

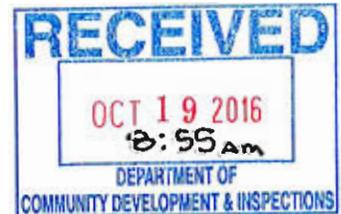
Name and Title Cheryl Hernandez, Executive Director

Address 2419 63rd Street
Kenosha, Wisconsin 53143

Phone Number 262-654-7323

Cell Number na

E-Mail Address cheryl@kenoshalit.org



Section 1: Project Description
Kenosha Literacy Council
Literacy at Work

What is the Problem?

Kenosha's population is facing the challenges of living in the 21st century where 63% of the jobs require some post-secondary training, the population is aging and there is global competition. Adults need to have English literacy skills in speaking, reading, writing and computation to be self-sufficient. Adults who do not have these skills are often kept from participating in the workforce and from earning wages that support their families and communities. Now, more than ever, participating in a literacy program can greatly improve employment possibilities for the adult learner. Research also indicates that the single greatest factor affecting a child's success in school is his or her parents' level of literacy. Literate parents are able to actively participate in their children's education and help their children through school, thus ensuring a future workforce. Increased literacy skills allow adult learners to achieve financial independence, good health and greater community involvement. The need to teach adults is evident in Kenosha County 2010 Census data which shows that 7% of our population is illiterate and 12% of the population is non-English-speaking.

What is the Goal of the Project?

The goal of the Kenosha Literacy Council's (KLC) Literacy at Work Program is to help adults learn to read, write and speak English so they can obtain employment which will allow them to take care of their families, access basic community resources, become active contributors to the Kenosha community and improve the quality of their lives. Key to achieving this goal is the provision of quality adult literacy education services that efficiently and effectively help adults learn the English language so they can function in, and contribute to, the community on a daily basis. Research has shown, and statistics prove, that literacy plays a key role in combating many of society's problems including poverty, domestic abuse and crime. Equipping adult students to be literate citizens improves the quality of life for themselves and for the community at large.

This year's project is three-fold: Continuation of a successful standardized testing procedure, increasing the number of trained volunteer tutors, and expanding programming in the community to reach more learners. The Kenosha Literacy Council's standardized testing procedure helps to ensure effective and efficient literacy services. The testing procedure meets the accountability requirements of the Department of Education's National Reporting System (NRS) and consists of the *BEST Plus* and TABE adult literacy tests. The NRS has established six literacy levels for English as a Second Language (ESL) and Adult Basic Education (ABE) students. The majority of KLC adult learners pre-test at level one. Results of the tests are shared with the adult learner and tutor. The testing procedure ensures that services are specialized to meet each student's needs and goals. Students should be able to move up one level for every 60 to 100 hours of instruction, barring any learning disabilities. Once adult learners reach Level 4, the Council begins to carefully transition the students to Gateway Technical College's ESL and ABE

program. KLC understands that outcomes and quantifiable improvement must be evident. These results benefit students, tutors, funders and the community at large.

Recruiting and training volunteer tutors is a fundamental part of KLC's programming. While KLC has been able to significantly increase the number of volunteer tutors in recent years, this growth has not kept pace with the number of new students being served. Last year, 215 volunteers provided literacy services to 559 adult learners. Increasing the number of trained volunteers will allow KLC to more effectively serve adult learners by providing more individualized services and allowing for increased programming options.

Based on current census reports we know that at 7% of the adult population in Kenosha County does not have the literacy skills needed to function in everyday life. While we continue to serve approximately 200 new students each year, we know that there are many more that may not have access to our programming. One way we would like to expand our reach in the community is to offer more classes at sites such as local elementary schools, the Boys & Girls Club, and the Kenosha County Detention Center.

The Kenosha Literacy Council is requesting \$28,000 from Community Development Block Grant funds to pay for the following: testing materials, student registration costs and staff time. Staff time of roughly 400 hours will include: processing student intakes, administering pre- and/or post-tests, evaluation of the test results and creation of documented goals for each new learner. 150 hours of staff time will be devoted to recruiting and training volunteer tutors. An additional 980 hours of instructor time is needed to hold two off-site classes in the community as well as a class at the Kenosha County Detention Center.

How Does This Project Benefit Low to Moderate Income Persons?

In America, adults need to have proficient English literacy skills not just in reading and writing but also in computation and computer work, to participate in the workforce and earn wages that support their families and communities. Research has shown that participating in a literacy improvement program can greatly enhance employment possibilities for the adult learner.

Research has consistently shown that the single greatest factor affecting a child's success in school is his/her mother's level of literacy, regardless of family income or type of neighborhood. Literate parents are able to actively participate in their children's education and help their children through school, thus ensuring a future workforce. Increased literacy skills have been shown to strengthen family relationships and improve parenting skills.

This project will benefit low to moderate income people by ensuring that they are receiving a quality literacy education that helps them obtain employment and/or additional post-secondary education as quickly as possible. Pre-testing gives the adult learner, his/her tutor and KLC staff an accurate illustration of his/her learning level. Lesson plans and personalized, appropriate instruction can be created as a result. KLC now offers workplace literacy classes that focus on job searches and resumes, computer literacy classes in addition to tutoring, small group classes, Civics classes and U.S. citizenship classes. A Literacy Advocate assists students in

connecting with community services, finding employment, and transitioning to programs at Gateway Technical College.

Who Will Benefit from this Project?

The population in Kenosha County is growing and unemployment/underemployment continues to be a challenge. A contributing factor to this unemployment or underemployment is the lack of English reading, writing and speaking skills among the labor force. Consider the following:

- The non-English speaking populations have significantly increased in Kenosha County since 2000.
- 9.7% of Kenosha residents report speaking a language other than English in the home compared to 7.3% statewide.
- The number of students served by the Literacy Council has increased nearly every year for the past ten years. In 2006, KLC served 278 adult learners; in 2008, the number served reached 376. In recent years, the number of students served increased to more than 600.
- Kenosha's population has increased by more than 6% in the past decade.

This past year, the Kenosha Literacy Council again served nearly 600 students. In the first quarter of this program year we have already seen an increase in the number of new students registering over the same time period last year. The typical adult learner is between the ages of 22 and 59 and has a low to moderate income. Adult learners transition from KLC programs when they enroll in programs at Gateway Technical College, become employed or meet their personalized learning goal.

Approximately 83% of KLC adult learners are foreign-born (representing 40 countries) with the largest representation from Hispanic countries (74%) followed by European (8%) and Asian (6%). KLC's enrollment also includes native-born residents that, for a variety of reasons, did not achieve functional literacy during their school years. Approximately 17% of KLC's student population is English-speaking residents functioning at less than a fifth grade reading level. KLC exclusively serves adults over the age of 17, but has no eligibility restrictions other than age. Any adult who seeks assistance from KLC receives it. KLC does not currently have a waiting list.

How Do You Expect to Measure the Success of the Project?

The success of this project will be measured by how many new adult learners are entered into the KLC system, and who then complete the pre- and post-test procedure. With the additional hours, KLC staff will be able to pre- and/or post-test all of the adult learners who participate in literacy activities for at least 60 hours and will be able to spend valuable time developing personal goals for each student. Discussing and documenting individual goals motivates KLC's adult learners to seek employment and a better quality of life, as a person and as a community member. Based on those tests and dialogues with staff, learners will also be able to create and focus on individualized goals and work plans. Test results and goal setting also improves the type of tutoring instruction provided. The anticipated outcome is that at least 60% of adult learners who participate in 60 hours of instruction will increase one NRS literacy level. Success will also be measured by the number of new volunteers that are recruited and complete KLC's tutor training process.

Where is the Project Located?

The Kenosha Literacy Council is located in the Uptown Branch of the Kenosha Public Library System (2419-63rd St.) on bus route #5. The heart of the Council is the Learning Lab which is located on the lower level of the library. The Learning Lab consists of individual and small group meeting areas, computer workstations, a tutor/student resource center, a large classroom and a student lounge. In addition to regular work week hours, the Learning Lab is open weekday evenings and Saturdays for tutoring and classes.

The Kenosha Literacy Council is the only non-profit agency in Kenosha County that trains volunteer tutors to offer a variety of English literacy activities (individual tutoring, classes), curricula and workbooks to any adult learner regardless of their language or culture. In addition, KLC activities are designed to meet individual adult learning styles and disabilities. This personalized approach, made possible by CDBG-funded testing of students, ensures KLC's adult learners a quality and quantifiable literacy education.

3. Public Service Project:

a) What services does your Agency provide?

KLC trains volunteer tutors to teach adults how to read, write and speak English by providing them with tutoring services and classes.

b) How will this project relate to these services?

This project will ensure that learners are receiving effective programming and it will increase the programming options available to learners.

Yes No

c) Is your project a continuation of a current activity?

d) Is your project an expansion of a current activity?

e) Have you received CDBG funding previously to operate this service?

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award
2016	\$8,000.00	2014	\$6,807.00	2012	\$4,361.00
2015	\$7,313.00	2013	\$6,300.00	2010	\$4,154.00

f) If this project is not currently in operation, do you have staff to implement the project?

g) Do you have office space to accommodate the proposed service?

h) If funds are for non-administrative expenses, have you obtained three written estimates?

i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment B.)

j) When will the project be implemented? 07/17 (mm/yy)

k) Please explain your plan to identify clients for this service.

Clients include those currently enrolled at KLC as well as those referred through a variety of sources: word of moth, communication with KUSD & agency referrals (GTC, KCJC, and other area non-profits).

l) Number of (UNDUPLICATED) clients to be served by this activity. 600

m) Other information you wish to provide regarding the status of the project:

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	Amount
Source: CDBG ENTER CDBG AMOUNT HERE	\$28,000.00
Source: Contributions	\$19,000.00
Source: United Way	\$21,000.00
Source: Other Grants/Foundation	\$33,000.00
Source: Special Events	\$41,000.00
Source: Program Fees	\$3,500.00
Source: Investment & Misc. Income	\$1,010.00
Source:	
Source:	
Source:	
Source:	
TOTAL REVENUE:	\$146,510.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	CDBG Funds	Other Funds	Total Amount
Expense: Salaries/payroll taxes	\$26,900.00	\$71,725.00	\$98,625.00
Expense: Program Supplies	\$850.00	\$4,150.00	\$5,000.00
Expense: Occupancy (rent, utilities, insurance)		\$12,475.00	\$12,475.00
Expense: Office (supplies, postage, copying)		\$5,800.00	\$5,800.00
Expense: Staff Development & Tutor Training	\$250.00	\$3,650.00	\$3,900.00
Expense: Professional Fees		\$9,000.00	\$9,000.00
Expense: Grant Expenses		\$4,000.00	\$4,000.00
Expense: Misc. Expenses		\$6,710.00	\$6,710.00
Expense:			\$0.00
TOTAL EXPENSES:	\$28,000.00	\$117,510.00	\$146,510.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

CDBG funds will be used to pay for staff to enroll new students, train tutors, and implement a standardized testing procedure. If full funding is not received, fewer adult learners will be tested, reducing the measurable data on the quality of KLC educational programs. This makes it more difficult for tutors and students to work effectively, as well as, making more difficult to concretely show progress. In addition, fewer tutor training sessions would be held which would limit the number of new volunteers. Mostly importantly, an expansion of classes at community sites to reach more learners would be limited.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

If full CDBG funding is not received, adult learners will receive English literacy services, but fewer will participate in the standardized testing procedure. The lack of results makes it more difficult to assess a new learner's skill level, which in turn makes it harder for a learner to develop meaningful goals. Fewer tutor training sessions would be held which would limit the number of new volunteer tutors. Classes at community sites would not be held which would limit the number of new learners we could reach.

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount

**Kenosha Literacy Council Board of Directors
Endorsing Resolution**

Be it resolved that the Kenosha Literacy Council Board of Directors endorses the 2017 application for a Community Development Block Grant in the amount of \$28,000 to continue standardized testing, increase the number of volunteer tutors, and expand programming to community sites. The total cost of the program is \$146,510 with KLC supplying the balance of the project.

Approved by the Kenosha Literacy Council Board of Directors by a unanimous vote on Monday, October 17, 2016 at their regularly scheduled board meeting.

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.

Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.

Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

600 adult learners will have access to personalized literacy education through standardized testing administered by KLC staff and subsequent goal-setting, for the purpose of improving the English skills, job opportunities and their participation in the community. Thirty volunteer tutors will be recruited and complete KLC's tutor training process.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan 07/16
- Non-Profit's most recent Annual Report

The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement _____

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: ***(Two signatures are required.)***

Cheryl Hernandez
 Signature of Authorizing Official
 Cheryl Hernandez, Executive Director
 Typed Name and Title of Authorizing Official

10/18/2016
 Date
262-654-7323
 Phone

John M. Hogan III
 Signature of Authorizing Official
 John Hogan, President, KLC Board of Directors
 Typed Name and Title of Authorizing Official

10/18/2016
 Date
262-925-4769
 Phone

ATTACHMENT B

Documentation of other Funding

	Funder	Amount Awarded 2016-2017
1	United Way of Kenosha County	\$ 20,000
2	Wisconsin Technical College AEFL Grant	\$ 16,180
3	Kenosha Community Foundation	\$ 12,500

Kenosha Literacy Council 2016-2017 Board of Directors

Updated: July 2016

Name	Email Address	Address	Occupation	Phone	Bd. Term	Officer Term	Committees
John Hogan President	jhogan@dooleyandassociates.com	600 52 nd ST, STE 140 Kenosha, WI 53140	Director of Digital Media, Dooley & Associates	(262) 925-4769	2016-2019	President: 2016-2019	ex officio member of every committee
Ellen Melyon Vice President	ejmelyon@gmail.com	431 Prairie Avenue Winthrop Harbor, IL 60096	Philanthropic volunteer	(847) 746-0298	2015-2017	Vice President: 2016-2019	Executive Personnel
Tracey Pelishek Treasurer	tpelishek@kenoshanews.com	5800 7 th Avenue Kenosha, WI 53140	Kenosha News, Assistant Controller	(262) 656-6312	2013-2016	Treasurer: 2015-2018	Executive Finance
Daphne Ursu Secretary	dursu@kenoshanews.com	5800 7 th Avenue Kenosha, WI 53140	Kenosha News, Human Resources Manager	(262) 656-6360	2013-2016	Secretary: 2014-2017	Executive Nominating Personnel
Ashleigh Henrichs	ashleigh.henrichs@beabignow.org	3131 Taylor Ave Box 7, Building 4 Racine, WI 53405	Executive Director, Big Brothers Big Sisters	(262) 637-7625	2016-2019		Nominating
Vince Incandela	ink16@sbcglobal.net	3745 N Oakley Avenue Chicago, IL 60618	Business Consultant	773-612-7090	2016-2019		Fund Development
Chris Isaacson	cisaacson@bgckenosha.org	1330 52 nd Street, Kenosha, WI 53140	Director of Youth Employment Boys And Girls Club of Kenosha	(262)653-7342	2014-2017		Finance
Bob Johnson	bojohnson@herzing.edu	4006 Washington Rd, Kenosha, WI 53144	Associate Professor Herzing University	(262) 671-0675 x60488	2015-2018		Fund Development
Alicia Schmitz	Alicia.Schmitz@ccbtechnology.com	2826 Carlisle Avenue Racine, WI 53404	Corporate Account Manager, CCB Technology	(262) 504-5563	2015-2018		Fund Development
Ron Stevens	rstevens@dooleyandassociates.com	600 52 nd ST, STE 140 Kenosha, WI 53140	Content Editor, Dooley & Associates	(262) 942-1302	2015-2018		Fund Development
JoEllyn Storz	JoEllyn.Storz@kenoshacounty.org	1010 56 th Street, Kenosha, WI 53140	Register of Deeds, Kenosha County	(262) 653-2511	2015-2018		Finance

Kenosha Literacy Council Strategic Plan Dash Board

Updated: 9.19.16

Directional Goal	Task	Activities	Timing	Board Engagement	Results/Notes
#1 Develop & implement a revenue plan	Increase contributions by \$2,000	<ol style="list-style-type: none"> 1. Update annual campaign letter 2. Strengthen annual campaign mailing list 3. Increase individual donation levels 			
	Increase revenue from special events	<ol style="list-style-type: none"> 1. Include community members on special event committees 2. Increase revenue from spelling bee 3. Increase revenue from "other special events" 4. Develop annual meeting into a fundraising event 			
	Continue to set specific expectations and foals for each special event	<ol style="list-style-type: none"> 1. Develop event budgets for major events 2. Utilize board commitment form for major events and the annual campaign. 			
Directional Goal #2: Develop & implement a marketing plan	Prepare board members to present/speak about KLC	<ol style="list-style-type: none"> 1. Continue board engagement activities at board meetings to help board members learn about the Literacy Council and its programs. 2. Assist board members in developing an "elevator speech" and practice at board meetings. 3. Distribute a Fact Sheet to board members. 4. Board members will attend at least one KLC class, program or tutoring session per year to interact for learners and tutors 5. Board members will attend community events as representatives of the Literacy 			

<p>Directional Goal #3: Address current and future growth needs and establish a staff & board development plan and a staff compensation plan with a focus toward succession planning.</p>	<p>Utilize public relations opportunities</p>	<p>Council (wearing KLC nametag)</p> <ol style="list-style-type: none"> 1. Regular press releases to newspaper and radio 2. Continue to utilize social media. Educate board members on the use of social media. 3. Develop a KLC board member business card to use at business meetings and events 4. Work with partners and business sponsors to have them help share information 5. Increase brand awareness by having a presence at community events and distributing items with KLC logo 			
	<p>Continue to build partnerships with local businesses</p>	<ol style="list-style-type: none"> 1. Promote "Page Turners" sponsorship program 2. Meet with local business to educate them on the Literacy Council and its programs. 3. Board members will make personal thank yous to business sponsors 			
	<p>Monitor updated wage structure.</p>				
	<p>Update Employee Handbook</p>				
	<p>Continue board development</p>	<ol style="list-style-type: none"> 1. Create a succession plan for officers 2. Make board members aware of education opportunities 			
	<p>Review facility needs</p>	<ol style="list-style-type: none"> 1. Develop a contingency plan if a change in location becomes necessary 2. Continue to build partnerships to hold classes and other programming at multiple locations 			

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant Kenosha Achievement Center, Inc. (KAC)

Project Title Transportation On-Board Security Cameras

Category PUBLIC SERVICE
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested \$ \$20,400.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

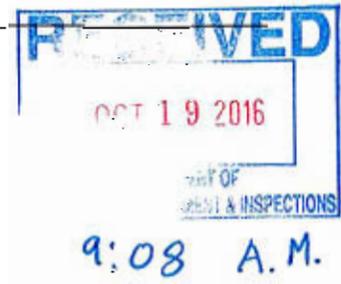
Name and Title Christine Weyker, CEO

Address 1218 79th Street
Kenosha, WI 53143

Phone Number 262-658-9500

Cell Number _____

E-Mail Address cweyker@thekac.com



SECTION 1: Project Description

KAC- Transportation Security Systems

Problem:

KAC is a nonprofit organization that has served the community for 52 years with a mission *to create opportunities for the personal growth and success of people with special needs. KAC does this by removing barriers, changing perceptions and building confidence.* For many individuals in our community, transportation is a barrier to employment, access to medical care and connecting to social connections within the community. KAC's Transportation Program has removed this barrier for many individuals with special need and elders. In 2015 the Transportation Program provided 96,722 trips to more than 2,400 members in our community to locations throughout Kenosha County and to the Great Lakes Navel Base. KAC runs the only door to door paratransit service in Kenosha County (Care-A-Van), provides door to door shuttle service, route service and Western Transit service. A majority of the population served by KAC's Transportation Program are low to very low income elders and people with special needs, both considered to be vulnerable populations. Due to this, we find it imperative to have on-board security camera systems to monitor the on-board experience for the safety and integrity of those we serve.

Evidence of the problem:

The US Department of Commerce's 2010 Census results show that 18.7% of the US population had a disability, 12.6% had a severe disability and 4.4% needed assistance with one more of their daily activities. Disability population statistics for Wisconsin from pooled 2005-2007 ACS PUMS data shows that 10.8% or 1,330 people in Kenosha County with a disability are in the labor force but not employed, this number is much higher than their non-disabled counterparts who saw 6.2% not employed. The data also shows that people with a disability ages 5+ in Kenosha County were 18.2% below 100% of Federal Poverty Level (FPL), 14% were 100%-149% FPL and 12.1% were 150-199% of FPL. According to American Community Survey Public Use Microdata Sample data (pooled 2005-2007), of those with disabilities in Kenosha County, 2,080 or 13.1% households with members with a disability didn't have a household vehicle and would thus rely on transportation services for access to employment.

According to the WisDOT Policy Research Program: Addressing Elderly Mobility Issues in Wisconsin from September 2011, Kenosha County had an 18,031 or 11% population of people 65+. Due to the aging baby boomer generation, Kenosha County's 65+ population is projected to grow 97% to 35,438 or 17% of our population by 2035. Of the respondents surveyed, 17.88% relied on medical transportation services, 22.9% relied on local bus services and 29.71% relied on local aging office or senior center services. Respondents marked their reasons for frequent use of public or specialized transportation as very important: 73.71% transit is safe and secure, 73.55% transit stops are near or at places I want to go, 72.45 transit stops are near or at my home, 65.78 vehicles are easy to board and 40.84% someone helps me use the service.

The Kenosha County Aging Plan 2016-2018 also highlights the need for transportation. The report states that "transportation continues to rank high on a review of unmet needs" and shares data that there were 7,025 people 65+ with a disability, of those individuals, 4,685 had an ambulatory disability.

KAC's transportation fleet has on-board security monitoring systems that are in place to protect the safety and integrity of the vulnerable population served. The current systems are an older technology and KAC feels that updating these systems with current technology will improve the safety and quality of service for our riders.

Goal:

The goal of this project is to keep people safe and provide a quality transportation service.

Who Will Benefit:

A majority of the individuals who utilize KAC's Transportation Program have disabilities and/or are elders who meet the established criteria for low to moderate income. Most participants are receiving Medicaid and Medicare benefits. Many of the staff of KAC also fall within the criteria of low to moderate income. Everyone who spends time at KAC will benefit from enhanced safety.

Success:

This project will be considered successful when KAC has purchased and installed the new on-board security camera monitoring systems. The ultimate level of success is that no safety issues occur.

Where:

The on-board security camera systems will be installed at 1218 79th Street into KAC's transportation fleet. The plan is to equip transportation vehicles with new security cameras and monitoring systems. The feed will be monitored by transportation staff to ensure safety and quality of service.

3. Public Service Project:

a) What services does your Agency provide?

KAC provides a range of services to individuals with special needs. Transportation is provided to elders and people with special needs.

b) How will this project relate to these services?

This project will increase the safety, integrity and quality of service to elders and people with special needs who use KAC's transportation.

Yes No

- c) Is your project a continuation of a current activity? Yes No
- d) Is your project an expansion of a current activity? Yes No
- e) Have you received CDBG funding previously to operate this service? Yes No

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award

- f) If this project is not currently in operation, do you have staff to implement the project? Yes No
- g) Do you have office space to accommodate the proposed service? Yes No
- h) If funds are for non-administrative expenses, have you obtained three written estimates? Yes No
- i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.) Yes No
- j) When will the project be implemented? 12/16 (mm/yy)

k) Please explain your plan to identify clients for this service.

Clients are referred to transportation services from many organizations due to having special needs or a transportation barrier. KAC markets the Transportation Program throughout the community at locations such as the ADRC, Kenosha Transit locations, the Job Center and other nonprofits.

l) Number of (UNDUPLICATED) clients to be served by this activity. 2,000

m) Other information you wish to provide regarding the status of the project:

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$20,400.00
Source: KAC	\$1,585.20
Source:	
TOTAL REVENUE:	\$21,985.20

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: 20 one camera systems	\$15,200.00		\$15,200.00
Expense: 5 two camera systems	\$5,200.00		\$5,200.00
Expense: Installation 20 one camera systems		\$1,113.60	\$1,113.60
Expense: Installation 5 two camera systems		\$471.60	\$471.60
Expense:			\$0.00
TOTAL EXPENSES:	\$20,400.00	\$1,585.20	\$21,985.20

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

If full funding is not received, KAC will purchase less security camera monitoring systems which means that less vehicles will be equipped with new security camera monitoring systems.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

Transportation services will still be provided if less funding is received. KAC would have to seek out other funding to cover the remaining security camera monitoring systems for the remainder of the fleet.

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount
_____	_____
_____	_____
_____	_____

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment A.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

KAC is a nonprofit organization with a mission to create opportunities for the personal growth and success of persons with special needs. KAC does this by removing barriers, changing perceptions and building confidence. Our Core Values are Respect, Integrity, Safety and Excellence (R.I.S.E).

This project is consistent with KAC's mission and core values for the following reasons:

- 1. KAC's Transportation Program removes the barrier of transportation and provides individuals with the opportunity for personal growth and success.**
- 2. Added security on-board KAC's transportation fleet increases the safety, integrity and respect of the vulnerable population that KAC serves.**
- 3. Added security on-board KAC's transportation fleet increases rider satisfaction and excellence in service.**

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)



Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.



Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.



Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.



Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.



Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.



Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

2,000+ individuals with special needs and/or elders will have access to employment, medical appointments and social connections through KAC's Transportation Program for the purpose of enhancing a suitable living environment and providing economic opportunity through improved accessibility.

53 individuals with disabilities will have access to employment at the Great Lakes Naval Base through KAC's Transportation Program for the purpose of providing economic opportunity through improved accessibility.

2,000+ individuals with special needs and/or elders will have increase security on-board KAC's transportation vehicles for the purpose of enhancing a suitable living environment and providing economic opportunity through improved accessibility.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary) Attachment B
- Latest audited financial statements Attachment C
- Endorsing resolution Attachment D
- List of Board of Directors Attachment E
- Current Agency Plan; date of Plan 02/15 Attachment F
- Non-Profit's most recent Annual Report Attachment G

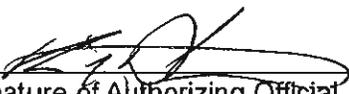
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws Attachment H
- Non-Profit 501C(3) Certification Attachment I
- Non-Profit Mission Statement; date of Mission Statement 09/25/14 Attachment A

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates Attachment J

We certify the application submitted is accurate and complete: **(Two signatures are required.)**



 Signature of Authorizing Official

Kevin Deaton, KAC Board President

 Typed Name and Title of Authorizing Official

10/18/16

 Date

(262)657-7733

 Phone



 Signature of Authorizing Official

Christine Weyker, CEO

 Typed Name and Title of Authorizing Official

10/18/16

 Date

(262)658-9500

 Phone

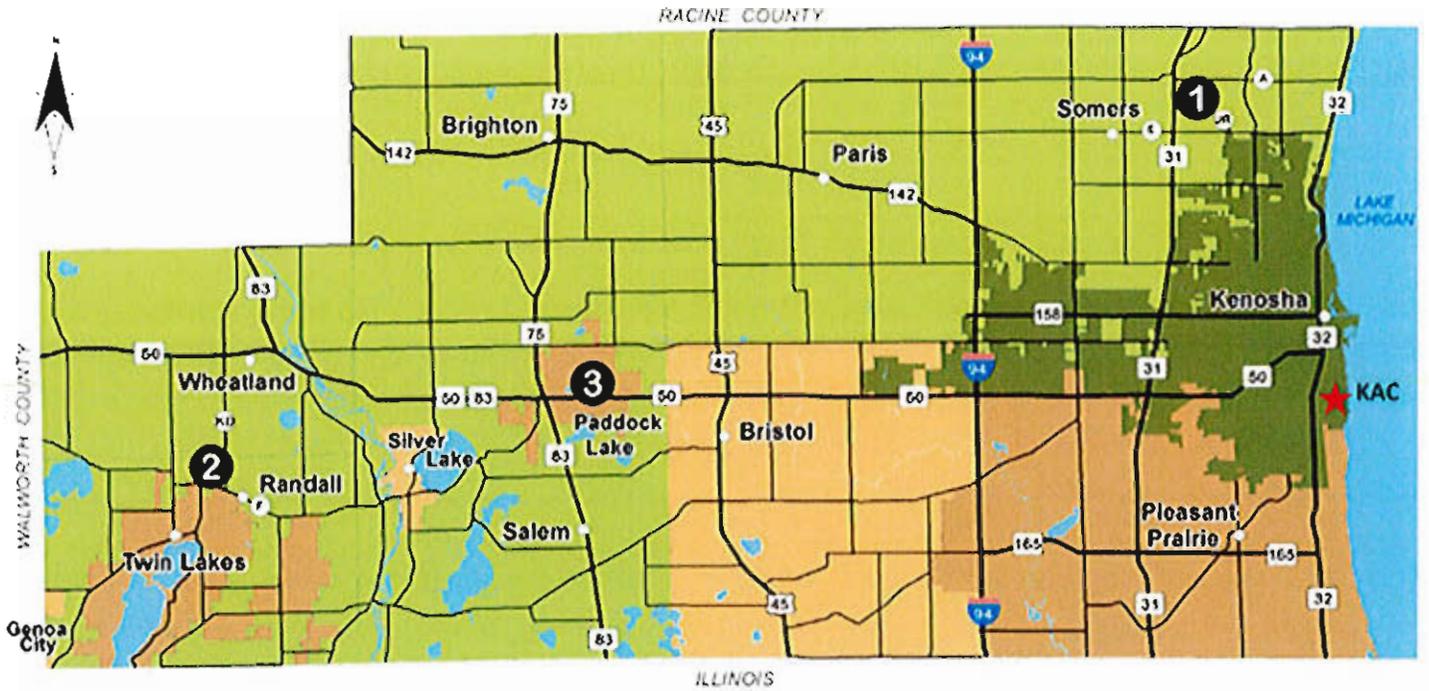
ATTACHMENT A

The mission statement was approved by the Kenosha Achievement Center Board of Directors on September 25, 2014.

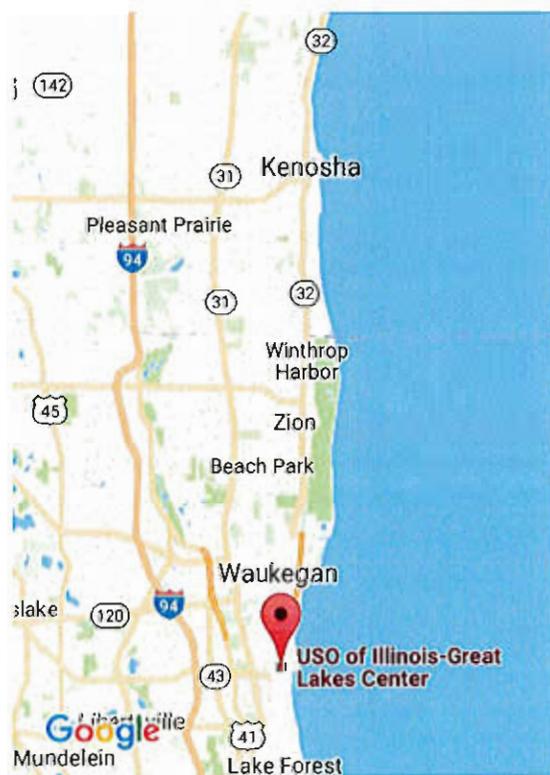
Mission Statement

The mission of KAC is to create opportunities for the personal growth and success of persons with special needs. KAC does this by removing barriers, changing perceptions and building confidence.

Kenosha County Service Area



Route to Great Lakes Navel Base for Employment Transportation for Qualified Kenosha Residents with Disabilities



SECTION 6: Endorsing Resolution

Endorsing Resolution approved by the Kenosha Achievement Center Board on October 17, 2016.

The KAC Board of Directors approves the submission of an application for CDBG funds in the amount of \$20,400 for the replacement of on board vehicle cameras. KAC will contribute \$1,585.20 for the installation of these cameras.

**KENOSHA ACHIEVEMENT CENTER, INC.
BOARD OF DIRECTORS – APRIL 1, 2016 THROUGH MARCH 31, 2017**

Officers	Address	Phone	E-mail
Deaton, Kevin President	Gateway Mortgage 1202 – 60 th Street, Kenosha, WI 53140-4047	657-7733	kevin@gatewaymortgagecorp.com
Vacant Vice-President			
Harris, Bill Treasurer	Harris Pet Hospital 24424 - 75 th Street, Paddock Lake, WI 53105	843-4251 Cell: 492-4465	B27Harris@yahoo.com
Genthner, Christine Secretary	Attorney 4646 - 78 th Street, Kenosha, WI 53142	Cell: 945-5058	tcjgenthner@wi.rr.com
Board Members			
Anderson, Erin	Project Manager, Riley Construction Home: 4803 – 101 st Place, Pleasant Prairie, WI 53158	658-4381	erina@rileycon.com
Hankins, David L.	President/CEO, Daimar Apt. & Imagine Investment Inc. V.P. Sec. WI-Star Inc. Investments 11203 – 61 st Avenue, Pleasant Prairie, WI 53158	Cell: 818-1882 694-8225	daimar@prodigy.net
Mangi, Joseph	8712 Third Avenue, Pleasant Prairie, WI 53158	694-2652*	josephmangi@hotmail.com
Matoska-Mentink, Rebecca	Clerk of Circuit Court, Kenosha County 912 – 56 th Street, Kenosha, WI 53140	653-2810 515-3745	Rebecca.Matoska-Mentink@wicourts.gov
Michel II, William P.	Attorney 1025 – 56 th Street, PO Box 1614, Kenosha, WI 53141	652-8144	william_michel@sbcglobal.net
Mills, Marti L.	Bear Property Management, Inc. 4015 – 80 th Street, Kenosha, WI 53142	842-0567	Marti@bearproperty.com
Parise, Cheryl	1341 - 40 Avenue, Kenosha, WI 53144	914-8997	eparise@wi.rr.com
Pfarr, Donald Jr.	Pioneer Projects 3200 Sheridan Road, Suite 105, Kenosha, WI 53140	764-1478 Cell: 496-4670	don@pioneerproj.com
Ryan, Sean	Product Manager, Snap-on, 2801 – 80 th Street, Kenosha, WI 53143 11127 – 79 th Street, Pleasant Prairie, WI 53158	656-8005 Cell: 818-1817	scan.v.ryan@snapon.com
Schrock, Paul	Plant Manager, Niagra Water 11031 – 88 th Avenue, Pleasant Prairie, WI 53158	997-9138 Cell: (909) 957-1633	pschrock@niagarawater.com
Stanczak, Steve	HR Director, City of Kenosha 625 - 52 nd Street, Room 205, Kenosha, WI 53140		sstanczak@kenosha.org
Steinbrink, John Jr.	8600 Green Bay Road, Pleasant Prairie, WI 53158	925-6765 620-4690	jsteinbrink@plprairiewi.com
Tunkietz, Jennie	Chief of Staff to the County Executive 1010 – 56 th Street, Kenosha, WI 53140	653-2831	JTunkiei@co.kenosha.wi.us
Valeri, Susan	Coordinator of Special Ed./Student Support, KUSD #1 3600 – 52 nd Street, Kenosha, WI 53144	359-5950	svaleri@kUSD.edu
Waier, Steven	Process Improvement Manager, Uline 12575 Uline Drive, Pleasant Prairie, WI 53158	612-4200, Ext. 6443 Cell: (414) 460-6958	swaier@uline.com
Chief Executive Officer Weyker, Christine	Kenosha Achievement Center, Inc. 1218 – 79 th Street, Kenosha, WI 53143-6199	658-9510	cweyker@thekac.com

*Home Phone

9/2016



March 23, 2016

Dear Luann Marvin and Mark Hinrichs

Company: Kenosha Achievement Center, Inc.

Your recent business account application has been reviewed and you have been approved.

Product may be ordered immediately.

Your assigned account number is:

- **1989159**

Terms for your account are as follows:

- *Purchase prices are USD and FOB Grand Rapids, MI.*
- *Net 30 Day Terms or 2.0% Discount Net 10 Day Terms.*
- *5% Product Discount when 100% payment is included with sales order.*
- *Terms and Discounts do not apply to credit card or installation payments.*
- *Product to be installed by PRO-VISION® must be paid for prior to installation.*
- *Installation Payment is Due on Receipt of Invoice.*
- *No technical support of warranty claims will be provided for any product until PRO-VISION, Inc. has received full payment for such product.*
- *Past due invoices will be subject to a 1.5% per month Finance Charge.*

Account payment should be remitted to the following address:

PRO-VISION, INC.
8625-B Byron Commerce Dr. SW
Byron Center, MI 49315

If you should have any questions, please call Customer Service at 800.576.1126.

Sincerely,

A handwritten signature in cursive script that reads "Joann".

Joann Ewing
Administrative Coordinator

PRO-VISION, INC.



Attachment J cont.

Mark Hinrichs <mhinrichs@thekac.com>

Pro-Vision 1080p High Definition Quote

3 messages

Scott Erlenborn <scott.erenborn@provisionusa.com>
To: "mhinrichs@thekac.com" <mhinrichs@thekac.com>

Fri, Mar 18, 2016 at 11:08 AM

Mark,

Thank you for taking time to meet with me yesterday. Here is the information on our new *1080p High Definition* Bus Video System. Don't be fooled by the competition who talk "*high definition*" but are unable to provide true 1080p (1920x1080) video recording.

Here's what you get...

PRO-VISION® 8 Channel Solid State Video Recording System Features:

- 1080p High Definition Video Per Channel
- 8 Channel HD Video & Audio
- GPS Route History
- Reliable Solid State Design
- 5 YEAR System Warranty
- Simple Viewing Format
 - Unbeatable Value – No Maintenance, Service, or Software Fees!

PRO-VISION® 8 Channel Solid State Video Recording System Benefits:

- **Reliable**
 - ... *No moving parts or hard drive to fail!*
- **Simple**
 - ... *SDHC Card to Computer Video Viewing!*
- **Affordable**
 - ... *Cost less than any other comparable system!*

(1 Camera) PRO-VISION® 8 Channel Solid State Video Recording System Includes:

Attachment J cont.

- DVR-808-64..."Base Kit"
- 1080p HD Dome Camera (DVR-810)
- Solid State DVR (Included in DVR-808)
- 64GB Class 6 SDHC Memory Card (Included in DVR-808-64)
- Lockable Cage (Included in DVR-808)
- 10m AV Cable (Included in DVR-808)
- Software & Guides (Included in DVR-808)

\$760...purchase price per unit.

H 1040⁰⁰

PRO-VISION® Optional & Available Equipment:

\$280...Dome Camera (DVR-810)

\$280..Forward Facing Camera (DVR-812)

\$360... Stop-arm Camera (DVR-814)

\$48...Event Marker (DVR-710)

\$95...GPS Antenna (DVR-750)

PRO-VISION® Equipment Cost:

\$903 per unit for a one camera 1080p high definition system with GPS Antenna, and Event Marker Button or 29 systems for \$26,187

\$1,183 per unit for a two camera 1080p high definition system with GPS Antenna, and Event Marker Button or 5 systems for \$5,915

PRO-VISION® Installation Cost:

\$5,916 for 29 one camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

\$1,530 for 5 two camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

Attachment J cont.

PRO-VISION® Installation & Equipment Cost:

\$39,548 for 29 one camera and 5 two camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

Pro-Vision Lease To Own Option:

\$874 per month for 60 months

Purchase price is USD and FOB Grand Rapids, MI.

Net 30 Day Terms or 2.0% Discount Net 10 Day Terms.

Terms and Discounts do not apply to lease, credit card or installation payments.

Product to be installed by PRO-VISION® must be paid for prior to installation.

Installation Payment is due on Receipt of Invoice.

Install rates based on a single location with minimum access of 12 hr/days, 7 days/week.

Past due invoices will be subject to a 1.5% per month Finance Charge.

No technical support or warranty claims will be provided for any product

until PRO-VISION, Inc. has received full payment for such product.

All transactions are subject to final PRO-VISION® Management Approval.

Warmly,

Scott Erlenborn

North Central Region Manager

PRO-VISION® Video Systems

T: 800.576.1126

F: 616.583.1522

www.seeingissafety.com

SEEING IS SAFETY®

CONFIDENTIALITY NOTICE: This electronic transmission and any attachment hereto are the private confidential property of the sender, and the materials are privileged communications intended solely for the receipt, use, benefit, and information of the intended recipient indicated above. If you are not the intended recipient, you are hereby notified that any review, disclosure, copying, distribution, or the taking of any other action in reliance on the contents of this electronic transmission is strictly prohibited, and may result in legal liability on your part. If you have received this e-mail in error, please notify the sender immediately by replying to this email, by telephone at 800-576-1126 or by fax at 616-583-1522

Scott Erlenborn <scott.erenborn@provisionusa.com>
To: "mhinrichs@thekac.com" <mhinrichs@thekac.com>

Fri, Mar 18, 2016 at 11:14 AM

[Quoted text hidden]

\$903 per unit for a one camera 1080p high definition system with GPS Antenna, and Event Marker Button or 15 systems for \$13,545

\$1,183 per unit for a two camera 1080p high definition system with GPS Antenna, and Event Marker Button or 5 systems for \$5,915

PRO-VISION® Installation Cost:

-
\$3,390 for 15 one camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

-
\$1,620 for 5 two camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

PRO-VISION® Installation & Equipment Cost:

\$24,470 for 15 one camera and 5 two camera 1080p high definition systems with GPS Antenna, and Event Marker Button installed at the same time and location.

Pro-Vision Lease To Own Option:

\$540 per month for 60 months

Purchase price is USD and FOB Grand Rapids, MI.

Net 30 Day Terms or 2.0% Discount Net 10 Day Terms.

Terms and Discounts do not apply to lease, credit card or installation payments.

Product to be installed by PRO-VISION® must be paid for prior to installation.

Installation Payment is due on Receipt of Invoice.

Install rates based on a single location with minimum access of 12 hr/days, 7 days/week.

Past due invoices will be subject to a 1.5% per month Finance Charge.

No technical support or warranty claims will be provided for any product

Attachment J cont.

until PRO-VISION, Inc. has received full payment for such product.

All transactions are subject to final PRO-VISION® Management Approval.

Warmly,

Scott Erlenborn

North Central Region Manager

PRO-VISION® Video Systems

T: 800.576.1126

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SEEING IS SAFETY®

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Mark Hinrichs <mhinrichs@thekac.com>

Tue, Mar 22, 2016 at 8:17 AM

To: Work <cweyker@thekac.com>

[Quoted text hidden]

American Bus Video

[Home](#)
 [Mobile Video Applications](#)
 [School Bus Camera Systems](#)
 [Driver Risk/Safety](#)
[VCR to DVR Conversion](#)
[Installation Photos](#)
[Inventory Closeout](#)
[Resources](#)
[Terms of Use](#)
[Contact](#)

School Bus & Transit Bus Mobile Video Surveillance Camera Solutions:

SD4mX 1-4 camera Mobile Vehicle Surveillance School Bus Student Security Camera Observation System w/GPS



SD4D 1-4 camera Low Cost Student Video Surveillance School Bus Camera with High Definition 720P-AHD option

SD4W 1-4 camera Wi-Fi Wireless Automated Data Download, GPS Vehicle Speed, Location and On Screen Mapping

SD4C 1-4 camera 3G Streaming Live View Video, GPS tracking, Geo-Fencing, Driver Talk, Wi-Fi Remote Download



SD8D 1-8 camera Low Cost Pupil Transportation Bus Video Surveillance with High Definition 720P-AHD option

SD8W 1-8 camera Wi-Fi Wireless Automated Data Download, GPS Vehicle Speed, Location and On Screen Mapping

SD8C 1-8 camera 3G Streaming Live View Video, GPS tracking, Geo-Fencing, Driver Talk, Wi-Fi Remote Download



FHD4G 1-4 camera High Definition Full HD 1920 x 1080 Metro Transit Bus Security Video Camera Surveillance

FHD4W 1-4 camera Wi-Fi & GPS High Definition Full HD1080p Metro Transit Bus Security Video Camera Surveillance

STOP ARM Violation Cameras in High Definition Full HD1080p School Bus Stop Arm Violation of Child Crossing Gate



Driver Safety Basic Series

The SD4mX student transportation video surveillance bus camera system mobile vehicle DVR has no moving parts in the recording mechanism, making it 100% Solid State Digital. It is able to endure very harsh environments making them well suited for high-risk vehicle applications like pupil transportation onboard vehicle observation that require rugged solid state dependability for video evidence. Driver Behavior: recording aspects of the 3-Axis accelerometer, combined with the active driver alerts provide a powerful tool for management. Whether your primary concern is a driver flipping a vehicle in a hard turn or school bus student transportation camera surveillance for enhanced student safety this DVR has the tools to help reinforce safer driving behaviors.

Not High Def
1080P
Light

7

High Definition Hybrid 720P-AHD (1280x720) - Bus Video Surveillance Camera System Megapixel Cameras, Solid State SD4HD Bus Video DVR with power & AVIP Cable adapter, I/O Triggers Display & Alarm, locking SD card Bay, built in 3-Axis Accelerometer (G-Sensor); SD memory card not included. Pricing dependent on quantity & terms, request quote for more information.

SD4HD-1 ...1-Camera High Definition School Bus Student Transit Camera Bus Video Observation Surveillance CCTV system \$650 - \$750

SD4HD-2 ...2-Camera High Definition School Bus Student Transit Camera Bus Video Observation Surveillance CCTV system \$750 - \$850

SD4HD-3 ...3-Camera Megapixel HD Pupil Transportation School Bus Camera Child Safety Security Surveillance Solution \$850 - \$950

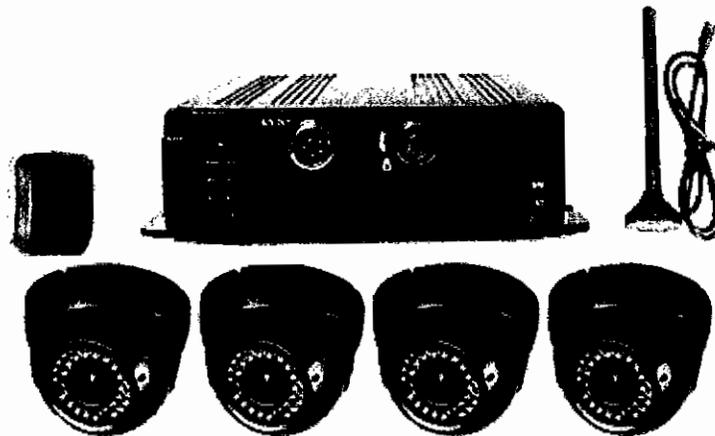
SD4HD-4 ...4-Camera Megapixel HD Pupil Transportation School Bus Camera Child Safety Security Surveillance Solution \$950 - \$1,050



Driver Safety Standard Series

GPS & Wi-Fi Wireless Automated Data Download

The SD4W student video surveillance camera system for school buses offers a low cost student video surveillance system with a higher level of Video Evidence Security virtually eliminating the possibility video files will be viewed by outside parties on unauthorized video players. The SD4W version offers Built in GPS providing; vehicle speed and free On Screen Mapping during playback. In addition the SD4W has a built in Wi-Fi Wireless module with external Wi-Fi antenna for increased range, as well as Automated Data File Download CMS software included with the system at no cost. The SD4W mobile vehicle surveillance DVR has no moving parts in the recording mechanism, making it 100% Solid State Digital. It is able to endure very harsh environments making them well suited for high-risk vehicle applications that require rugged solid state dependability for video evidence. Driver Behavior recording aspects of the 3-Axis accelerometer, combined with the active driver alerts provide a powerful tool for management.



SD4W

School Bus Video Observation System w/GPS & Wi-Fi

SD4W DVRs offer these features at a low cost:

- Enhanced Video File Evidence Security, can only be viewed using Authorized Player
- GPS Vehicle Speed & On Screen Mapping included shows bus location on map during playback

Industry Leading Performance

Utilizing the most advanced compression methods to record up to 120 images per second, the RoadRunner™ system delivers exceptional video quality, industry-leading recording durations and higher recording rates.

iSM™ (Interactive Speed & Mapping) Interface

The optional GPS feature provides historical mapping features and speed graphs. By selecting a location on the map or a desired speed, video from that location or speed is instantly provided for easily identifying students at pick-up and drop-off locations and investigating speed complaints.

Highest Reliability, Lowest Cost of Ownership

Performing with minimal maintenance for years longer than other systems, the RoadRunner system is easier to maintain and more affordable. The system can be easily upgraded and expanded offering maximum value for growing applications. Reducing maintenance and administrative costs, the system includes license-free software with maintenance-free operations such as fleet-wide time synchronization, remote updates and scheduled system health checks.

Rugged Steel Construction

The steel constructed digital video recorder is Mil-Spec and SAE rated for proven durability and reliability in harsh mobile environments. Including a 2-year warranty, the RoadRunner™ system provides superior quality in an easy to use, turn-key system that provides years of reliable service.

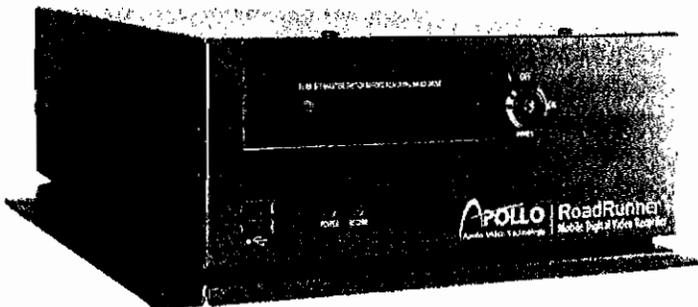
Longest Recording Duration, Easy offloading of Video

The RoadRunner system records months of high quality video with storage up to 2.0TB and provides quick and easy search functions with several easy options for saving and archiving secure video clips.



Rugged • Reliable • RoadRunner™ On-Board Digital Surveillance Systems

The RoadRunner digital video recorder delivers the highest quality video and audio recording and is backed by an industry-leading 2-year warranty. Designed and manufactured specifically for use in mobile applications, the system provides years of high quality video recording at the lowest cost of ownership. Included user-friendly and license-free software is intuitive, easy to use and designed to provide the video that you need, when you need it.

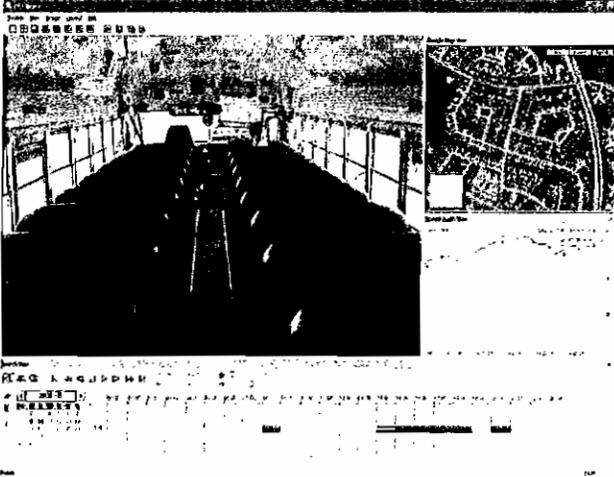


The optional GPS provides easy searching based on location or speed with mapping location information and speed charts that provide graphical route and historical speed information. Simply select a point on the map or the desired vehicle speed for instant video access from that location / speed. The iSM™ (Interactive Speed and Mapping) interface provides the ability to easily investigate speed complaints and provides street names and geographical data for intuitive route and bus stop information.

Rugged • Reliable • RoadRunner

On-Board Digital Surveillance Systems

Attachment J cont.



RASplus™ and HDPlayer™ Software

Provides remote viewing of multiple vehicles and sites simultaneously from virtually any location | Perform fleet-wide updates, programming, time synchronization | Receive automatic health report status and email notification for events, system failures, hard drive status, camera obstructions, etc. | Call-back feature provides live images to a central location in the event of an emergency | Simultaneously transmit live and playback video from hundreds of video sources to multiple users | Easy search tools provide instant access to recorded data for searching by event or time and date; Add the optional GPS for searching by location or speed, the iSM™ (Interactive Speed and Mapping) Interface features historical location and speed data providing intuitive vehicle tracking information | Create secure tamper-proof video clips with optional password protection to restrict viewing access | System settings are secure with password protected access-rights for up to 256 users | License-free and included at no additional charge

MRH4 Series

Records up to 4 Cameras + Audio



MRH2 Series

Records up to 2 Cameras + Audio

The RoadRunner system features several camera options designed for maximum video coverage for all interior and exterior mounting in all vehicle types. Options include built-in microphones, exterior and vandal-proof housings, low-light recording and more. Visit our website for a complete listing of cameras, wireless LAN, Cellular, GPS, accelerometer, fleet-wide management software and other options and accessories:

www.apollovideo.com

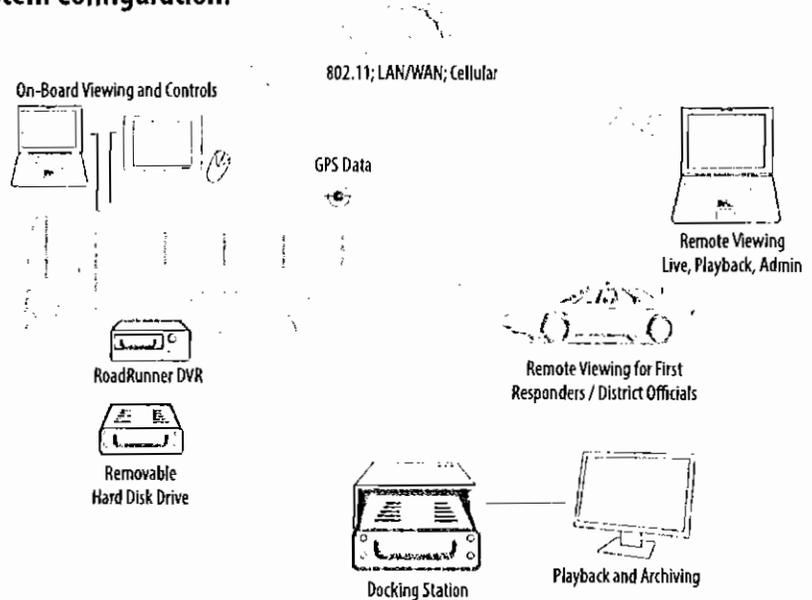
Recorder 680 ea.
 Camera 320 ea.
 or High Def
 installed
 Features and specifications are
 subject to change without notice

Recording Duration Chart:

Hard Disk Drive/ Solid-State Drive:	2.0TB HDD	1.0TB HDD	480GB SSD	240GB SSD	120GB SSD
Recording 30 ips	6,020 hours	3,010 hours	1,445 hours	722 hours	361 hours
Recording 120 ips	1,504 hours	752 hours	361 hours	180 hours	90 hours

NOTE: ips = Images per second. 1.0TB HDD IS standard and included. Recording durations are based on standard quality. For complete recording duration estimates, please utilize the HDD Calculator tool located on our website: www.apollovideo.com

System Configuration:



24000-35th Ave. SE
 Bothell, WA 98021
www.apollovideo.com

Tel: 888-AVT-USA-1 / 425-483-7100
 Fax: 425-483-7200
 Video Clips, Manuals, Brochures...

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant **Great Lakes Community Conservation Corps**

Project Title **Pre-Apprenticeship Training**

Category **PUBLIC SERVICE**
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

(To be completed by Community Development & Inspections Staff)

Amount of CDBG Funds Requested \$ **\$45,000.00**

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

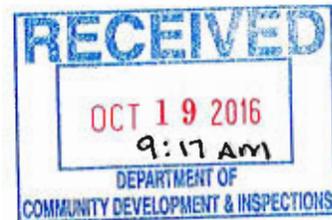
Name and Title **Ola Baiyewu, Program Coordinator**

Address **1437 Marquette Street**
Racine, WI 53403

Phone Number **8446441144 Ext. 4**

Cell Number **2622374844**

E-Mail Address **olatoye.baiyewu@yahoo.com**



Attachment A.

Section 1: Project Description

Please provide a narrative describing your project. The following must be addressed within this narrative:

- Define what the problem is that your application will address.

Wisconsin is facing a significant skills gap especially amongst low income individuals. This skills gap needs to be addressed so that employers can access the human capital imbedded in these persons. The "new" job growth forecasts for 2012 through 2019 in skilled trades, manufacturing and construction is estimated to be 63,600 which does not include the replacement of retiring workers. Tens of thousands more jobs are projected to be available over the next decade. Filling the positions currently held by retirees requires immediate action (David Eagan-Robertson, 2012). In addition to the above, over 51% or more of low income individuals live in Census Tracts 1, 3 -5, 7 -18 and 21 Block Groups (2015 - 2019 Consolidated Plan/2015 Annual Plan).

- Provide objective evidence to illustrate the problem. (i.e. How many homeless individuals are there and how long have they been homeless.)

The Bureau of Apprenticeship Standards (BAS) estimates that over 10,000 new construction jobs will become available during this same period (BAS 2015). Current trends do not bode well for minorities and women in the construction skilled trades 95% white males, 2% white female, 5% Black and 4% Hispanic (BAS 10/2016). Pre-apprenticeship training will address this challenge to help mitigate the low participation of ethnic minorities and women in this industry. Ethnic minorities and women are an underrepresented group in the construction trades.

- What is the goal of this project?

The goal of this project is to increase the number of ethnic minorities, women and other low to moderate income individuals in the construction industry through a curriculum which will enable them to secure apprenticeships and employment in the construction industry. The minimum wage for a Laborer apprentice in the first hour of work is \$22.73 an hour plus benefits (Laborers local 113). This automatically moves a no to low income individual into the lower rung of the middle class. Upon completion of the six weeks of training an individual will receive stackable credentials in First Aid/CPR (American Red Cross), OSHA 10 & 30 Department of Labor (DOL), Lead Safe Renovator Certificate (Wisconsin Department of

Health Services)

- How does this project benefit low to moderate persons or eliminate slum and blight?

Low to moderate income persons will benefit from the Tools for Success life and work skills workshop created for the construction industry. Many employers irrespective of the industry complain about the lack of soft skills. The program requirement is that every participant must complete a 20 hour Tools for Success workshop as a prerequisite to construction related topics. This pedagogic approach guarantees completion and success on placement. As a condition of acceptance into this program, every prospective candidate must have a high school diploma or equivalency, have a driver's license and be drug free. Those who do not meet the above requirements are counseled to be drug free, are assisted with driver's license procurement. An individual without a high school diploma will be referred to Gateway Technical College for either an equivalency or diploma.

- Who will benefit from this project?

Low to moderate income persons who reside in Census Tracts 1, 3 -5, 7 - 18 and 21 Block Groups are ultimate recipients of this project. However any unemployed individual interested in a career in the construction industry will be accepted if they meet our basic enrollment requirement. There is an open enrollment for any person 18 years and above who shows the aptitude for outdoor work and the ability to learn to use hand and power tools.

- How do you expect to measure the success of the project? List the measurable OUTCOMES OF THE PROJECT. (Required for Public Service and Economic Development activities.)

Attendance and completion of classroom and workshop activities coupled with hands-on project. A database of all participants will be maintained for audit and on-site review of student files.

- Each participant must complete Tools for Success, a prerequisite for construction related curriculum
- Each student must meet requirements for the issuance of certificate of completion of First Aid/Aid practicum
- Successful completion of Department of Health and Human Services Lead Safe Renovator practicum, test and State Regulations
- Same applies to OSHA 10 & 30 of US Department of Labor
- Application to an apprenticeship craft and acceptance through accuplacer test and listed as a qualified candidate for apprenticeship

- Placement in a trade of choice or
- Placement in employment with a minimum wage of \$15.00 per hour
- 40 individuals complete necessary subject matter.

3. m) Other information you wish to provide regarding the status of the project:

The training provides clients with life, work and vocational skills leading to apprenticeship in the skilled trades. A high school diploma or equivalency is the minimum requirement for admission plus 10th grade level in reading and arithmetic on Test of Adult Basic Education (TABE). This is a 6 week full time training in 3 sections.

Section 1.

- Life and work skills (Tools for Success) a curriculum created for the construction industry.
- First Aid/CPR.
- Construction Math.
- Nutrition and Financial management

Section 2 & 3.

- Students must attain competency in hands-on workshop leading to Department of Labor OSHA 10 & 30 certification.
- Lead Safe Renovator card issued by Wisconsin Department of Health and Human Services after completion and test.

This pre-apprenticeship training, administered by the training program's founder Olatoye Baiyewu, in the last 10 years secured apprenticeships in construction and road building for Kenosha residents. The program did provide transportation through Congestion Mitigation Air Quality (CMAQ) a Wisconsin Department of Transportation funded program. The Kenosha residents through Transportation Alliance for New Solutions (TRANS) enrolled, completed training and 20 of these residents secured employment in the reconstruction of I-94 from Illinois state-line to Highway KR in Racine County. These individuals had a median wage of \$24.10 hourly plus benefits. All of them continue to work in the industry as journeymen having completed their apprenticeship in Laborer craft, a 3 year apprenticeship program under the umbrella of BAS. TRANS was a state sponsored project which terminated in 2013. It was operational between 2008 and 2013. Olatoye Baiyewu continues to be the Program Coordinator on behalf of the Great Lakes Community Conservation Corps. Ola brings over 20 years' experience in workforce development especially with disadvantaged and underrepresented population in Kenosha and Racine. As a workforce

development manager Ola served on various boards in the region and also Governor's Council of Workforce Development.

3. Public Service Project:

a) What services does your Agency provide?

Training in enviromental remediation, OSHA 10/30 construction safety, hazardous material/waste containment, and solar installation.

b) How will this project relate to these services?

This creates synergy for adult participants to acquire and prepare for apprenticeship qualifying test for the construction industry.

Yes No

- c) Is your project a continuation of a current activity? Yes No
- d) Is your project an expansion of a current activity? Yes No
- e) Have you received CDBG funding previously to operate this service? Yes No

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award

- f) If this project is not currently in operation, do you have staff to implement the project? Yes No
- g) Do you have office space to accommodate the proposed service? Yes No
- h) If funds are for non-administrative expenses, have you obtained three written estimates? Yes No
- i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment B.) Yes No
- j) When will the project be implemented? 01/17 (mm/yy)

k) Please explain your plan to identify clients for this service.

We shall utilize the local One-Stop agency, other non-profits for prospective candidates who are low to moderate income. These candidates make up over 50% in various Block Groups in Census Tracts 1, 3 - 5, 7 - 18 and 21. These residents need upward mobility for sustainability and stability in income and family life. (See attachment C).

l) Number of (UNDUPLICATED) clients to be served by this activity. 45

m) Other information you wish to provide regarding the status of the project:

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$45,000.00
Source: Environmental Protection Agency	\$75,000.00
Source:	
TOTAL REVENUE:	\$120,000.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: Coordinator and instructor wages	\$45,000.00	\$45,000.00	\$90,000.00
Expense: Program Supplies - PPE, workshop		\$11,000.00	\$11,000.00
Expense: Utilities - telephone, internet		\$4,500.00	\$4,500.00
Expense: Utilities - Heat, Electricity, Gas		\$8,400.00	\$8,400.00
Expense: Students text books		\$2,200.00	\$2,200.00
Expense: Classroom Construction/Building Mat		\$3,500.00	\$3,500.00
Expense: Student licenses/certifications		\$400.00	\$400.00
Expense:			\$0.00
TOTAL EXPENSES:	\$45,000.00	\$75,000.00	\$120,000.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

We shall enroll and provide services to clients but with reduced workshop materials. Efforts will be made to secure in-kind donation from local building suppliers and construction contractors to make up the shortfall. We expect that every participant with the drive and aptitude for construction employment will be assisted in employment search. Forty-five is expected to complete training with stackable credentials in various areas of commercial and private in the building industry. Additionally we shall make up the shortfall from our current EPA grant as a further leverage for this project.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount
EPA	

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment E.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

This project is consistent with the agency's mission statement by our ability to leverage other resources to bring about employment opportunities to disadvantaged young adult and others who seek careers in construction and other related industries. Through this initiative the organization is in the forefront of education and training to help bridge the skills gap in Wisconsin's pre-eminent industries in quality innovative sectors.

Additionally each client will be better prepared for Disaster Rescue and Recovery, Rebuild for other employment opportunities.

Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)

Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.

Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.

Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.

Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.

Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.

Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input checked="" type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

45 low to moderate income residents and households will have access to apprenticeship opportunities for upward mobility through the acquisition of marketable skills.

45 low to moderate income residents and households will have improved access to better housing thus better neighborhoods.

45 low to moderate income residents and households will have access to new jobs with career path in the building and environmental sectors of the economy.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan _____
- Non-Profit's most recent Annual Report

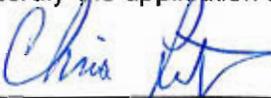
The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement _____

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: **(Two signatures are required.)**

	10/18/2016
Signature of Authorizing Official	Date
Chris Litzau, President	2628804811
Typed Name and Title of Authorizing Official	Phone
	10/18/2016
Signature of Authorizing Official	Date
Olatoye Baiyewu, Program Coordinator	10/18/2016
Typed Name and Title of Authorizing Official	Phone

Great Lakes Community Conservation Corps
Board of Directors List

Chris Litzau
President
Great Lakes CCC
531 S. Water St.
Suite 200
Milwaukee, WI 53204
262 880 4811
investinyouth@wi.rr.com
Public Official-No
Low Income Representative-No
Race-White

Antonio M. Perez
Secretary
Housing Authority of the City of Milwaukee
809 N. Broadway Ave.
Milwaukee, WI 53202
414 286 5671
Tony.Perez@milwaukee.gov
Public Official-Yes
Low Income Representative-No
Race-Hispanic

Nicole Weber
Treasurer
UW-Milwaukee Learning Technology Center
Golda Meir Library E175
2311 E. Hartford Ave.
Milwaukee, WI 53211
414 229 4319
Nicolea5@uwm.edu
Public Official-No
Low Income Representative-No
Race-White

Joan Pike
Director
Freelance Copywriter
7966 S. 56th Street
Franklin, WI 53132
414 839 9941
Jcpike1@gmail.com
Public Official-No
Low Income Representative-No
Race-White

Carlos Pastrana
Director
Michael Best & Friedrich
100 E. Wisconsin Avenue
Suite 3300
Milwaukee, WI 53203
414 271 6560
crpastrana@michaelbest.com
Public Official-No
Low Income Representative-No
Race-Hispanic

David Dies
Director
Wisconsin Educational Approval Board
931 Lexington Way
Waunakee, WI 53597
608 712 8576
dcdies@tds.net
Public Official-Yes
Low Income Representative-No
Race-White

Attachment E



**A Member of The Corps Network
of over 150 Youth Corps**

Milwaukee County

531 South Water Street
Suite 200
Milwaukee, Wisconsin
53204

**Waukesha-Ozaukee-Washington
Counties**

W175 N11163 Stonewood Court
Suite 227
Germantown, Wisconsin
53022

**Racine-Kenosha-Walworth
Counties**

505 4 ½ Mile Road
Racine, Wisconsin
53402

Phone

(262) 8130-4811

Website

www.greatlakesccc.org

Mission:

Leverage resources among Great Lakes communities to train and educate disadvantaged populations for credentials that close the skills gap, improve water quality, build habitat, grow the legacy of the original Civilian Conservation Corps of the 1930s and make the region more competitive in the global economy.

attachment B

	U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement	GRANT NUMBER (FAIN): 00E01564 MODIFICATION NUMBER: 0 PROGRAM CODE: JT	DATE OF AWARD 09/24/2015
		TYPE OF ACTION New	MAILING DATE 10/01/2015
		PAYMENT METHOD: ASAP	ACH# pend
		RECIPIENT TYPE: Not for Profit	
RECIPIENT: Great Lakes Community Conservation Corps 531 So. Water Str, #200 Milwaukee, WI 53204 EIN: 39-1840567		PAYEE: Great Lakes Community Conservation Corps 531 So. Water Str, #200 Milwaukee, WI 53204	
PROJECT MANAGER Christopher Litzau 531 So. Water Str, #200 Milwaukee, WI 53204 E-Mail: investinyouth@wi.rr.com Phone: 262-880-4811	EPA PROJECT OFFICER Linda Morgan 77 West Jackson Blvd., SE-7J Chicago, IL 60604-3507 E-Mail: Morgan.Linda@epa.gov Phone: 312-886-4747	EPA GRANT SPECIALIST Michelle Becker Assistance Section, MC-10J E-Mail: Becker.Michelle@epa.gov Phone: 312-886-3901	
PROJECT TITLE AND DESCRIPTION GL Comm Conservation This project provides funding for the Great Lakes Community Conservation Corps to recruit, train and place unemployed and underemployed residents of the City of Racine in environmental careers with the skills needed to safely conduct remediation work at solid and hazardous waste sites. This grant will also promote both economic improvement and environmental awareness and stewardship in the participants. The community and the city will benefit through the creation of jobs, improvement of the tax base, a decrease in crime, creation of new open space, reduction in the city's carbon foot print and removal of threats to human health.			
BUDGET PERIOD 10/01/2015 - 09/30/2018	PROJECT PERIOD 10/01/2015 - 09/30/2018	TOTAL BUDGET PERIOD COST \$223,300.00	TOTAL PROJECT PERIOD COST \$223,300.00
NOTICE OF AWARD			
Based on your Application dated 07/10/2015 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$192,300. EPA agrees to cost-share 86.12% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$192,300. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS U.S. EPA Region 5 Mail Code MCG10J 77 West Jackson Blvd. Chicago, IL 60604-3507		ORGANIZATION / ADDRESS U.S. EPA, Region 5 Superfund Division 77 West Jackson Blvd., S-6J Chicago, IL 60604-3507	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Bruce Sypniewski - Deputy Director			DATE 09/24/2015

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$	\$ 192,300	\$ 192,300
EPA In-Kind Amount	\$	\$	\$ 0
Unexpended Prior Year Balance	\$	\$	\$ 0
Other Federal Funds	\$	\$	\$ 0
Recipient Contribution	\$	\$	\$ 0
State Contribution	\$	\$	\$ 0
Local Contribution	\$	\$	\$ 0
Other Contribution	\$	\$ 31,000	\$ 31,000
Allowable Project Cost	\$ 0	\$ 223,300	\$ 223,300

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.815 - Environmental Workforce Development and Job Training Cooperative Agreements	CERCLA 311 (b)(3)(9) CERCLA: Sec. 104(k)(6) Clean Water Act: Sec. 104 FIFRA: Sec. 20 Solid Waste Disposal Act: Sec. 8001	2 CFR 200 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
GLCCC	1505QBX001	1516	B	05Q	302DA1	4115	G500J00		1,106
GLCCC	155ASTX001	15	T	5AF6S	303DC6	4115	G500J00	C001	1,106
GLCCC	155ASTX001	15	T	5AF6P	303DD2	4115	G500J00	C001	1,106
GLCCC	1505STX071	15	E4	05F6BG7	301D79	4115	G500J00	C001	180,769
GLCCC	1505STX071	15	E4	05F6BG7	301D79XBP	4115	G500J00	C001	476
GLCCC	1505PDX002	1516	B	05P	202BD4	4115	G500J00		5,525
GLCCC	1505QBX001	1516	B	05Q	402C95	4115	G500J00		1,106
GLCCC	1505QBX001	1516	B	05Q	401CJ1	4115	G500J00		1,106
									192,300

**City of Kenosha
Community Development Block Grant Application
Fiscal Year 2017**

Applicant St. Matthew's Lakefront ElderGarten

Project Title St. Matthew's Lakefront ElderGarten

Category PUBLIC SERVICE HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT
(This line will be completed by Community Development & Inspections Staff)

Application Addresses Consolidated Plan Priorities	Yes	No
(To be completed by Community Development & Inspections Staff)	<input type="checkbox"/>	<input type="checkbox"/>

Amount of CDBG Funds Requested \$ \$15,000.00

Person to Contact about this Application and Notify of Date, Time, and Location of Interview.

Name and Title Janice Erickson

Address 5710 7th Avenue
Apt. 512
Kenosha, WI 53140

Phone Number _____

Cell Number 262-945-4047

E-Mail Address ejanice295@gmail.com



NARRATIVE

St. Matthew's Lakefront ElderGarten (A Senior Community Garden)

Mission Statement

"Design and develop a raised bed community garden in a park like setting for residents age 55 and over."

In 2015 a small group of downtown lakefront residents got together to begin planning a community garden. A Board was formed and officers elected in early 2016. Nearby residents will benefit from a community garden. Many live in apartments or condos that do not have a garden space. While some apartment dwellers have balconies that can be utilized to grow flowers and potted vegetables, many have no access to outside space for growing their own. A board member belongs to St. Matthew's Episcopal Church who generously agreed for us to develop this garden on their property located at 5835 4th Ave. The land had been held in trust through **ECHO (Ecumenical Church Housing Organization)** with language that it is to be used "to meet the physical, social and psychological needs of the aged and contribute to their health, security, happiness and usefulness in longer living." This project will benefit the health & nutrition of seniors who are sometimes isolated and alone. It will be built in three (3) phases. **Phase I** (late fall 2016) will see grading the land and creating the initial access path for 20-25 raised beds. The beds will be placed and planted in the spring of 2017. The design capacity eventually calls for 40-60 beds in a park like setting. We work under the St. Matthew's Outreach/Service Committee with St. Matthew's Church acting as our fiscal sponsor. The project will not promote any religious education or doctrine.

Phase II with a planned start date late 2017 will include the additional paths to accommodate access to approximately 20 additional beds bring capacity to 40 (or more if funds available). There are also plans of gathering nodes and a council ring area around the large tree closest to 3rd Avenue.

The goal of the project is meant to not only provide nearby senior residents with opportunity to grow their own vegetables at a low-cost rental per season but also a chance for community interaction and making new friends. The project will be all raised beds with walkability for easy access. The design follows **Madison's Inclusive Community Garden/Universal Design (see attachment #1a)**. We are collaborating with the arts community to make this garden a showpiece for local artists as well as a garden space (Kenosha Art Association, Kenosha Creative Space and Downtown Kenosha Inc.)The project will also feature work by local artists to include painting fencing, picnic table tops as well as an art piece/water feature in the center that will allow gardeners to water their beds. This project is to benefit the health and nutrition of nearby seniors age 55 and over. Gardeners will be primarily low to moderate income, although not a requirement. The property is directly adjacent to a 187 resident HUD Subsidized Section 8 Apartment Complex, Lakeside Towers Sr. Apartment, 5800 3rd Avenue. The income limit for residency is \$14,300-\$38,100. Directly west of the property is Unit 1 of 5th Avenue Lofts which offers market rate family community with 60 units. Two blocks north find Virginia Towers located at 5710 4th Avenue. That complex has 41 residents age 55 and over, with income limits of \$29,460-\$33,660. After presentations by the board, 27 of these nearby residents have signed up requesting to have their own garden space.

The lot at 5835 4th Avenue, where the garden will be located, has been vacant for a number of years. Over the years the lot has accumulated unsightly brush. Volunteers have spent time clearing and trimming this brush and cleaning up the lot. A nearby resident came over and commented that he had lived next door to the lot for 15 years and was excited to see someone caring for the property. The Church has been having the lot mowed but only minimally. A community garden in a park-like setting will greatly enhance the neighborhood.

Success of this garden will be measured in the interest generated from year to year. Gardeners can renew their agreement and continue gardening on a year to year basis. We have developed a **Gardener's written agreement** that spells out their responsibilities as well as the Board's (see attachment #2a). We also have developed a **one-page survey** that will allow gardeners to review their feelings about their involvement (see attachment #3a). They can respond to the difference it has made in their health and nutrition and their intent to continue. The survey also offers them a chance to suggest improvements and supports that may be needed and will be done at the end of each growing season

We have met with Community Development staff and they were impressed with our plan and design. They expressed total support that this is an improvement on that vacant lot. We have done outreach to individuals and Corporations for support in donating the cost of a raised bed. A commemorative plaque will be offered with the donation. The site can hold up to 40-60 beds and will be done in phases as funds are raised. We are asking a low cost rental price for each season which can help cover general operating costs such as the water bill and ongoing maintenance of the property. We will continue to seek corporate sponsorship, national community garden grants and CDBG grant. This is a unique and well-

cover general operating costs such as the water bill and ongoing maintenance of the property. We will continue to seek corporate sponsorship, national community garden grants and CDBG grant. This is a unique and well-designed project that the City and County of Kenosha can support in future years for the well-being of their senior downtown, lakefront residents.

We have contacted a wide range of community agencies and groups for support. We will continue to approach local Church groups and other organizations including the Kenosha County Division on Aging & Disability to promote financial support, possible grants and volunteers. We feel this project will make a significant difference in the downtown/lakefront community of seniors and meet an important current unmet need. The following is our outreach and accomplishments to date:

- Meetings with Lakeside Tower residents to conduct a litmus test for interest. Over 20 residents have completed initial interest forms and attended a follow up meeting so we could update them on our progress.
- **Professional drawings** provided by local landscape architect who is also on our Board (see attachment #4a).
- **Marketing brochures designed and printed as well as thank you cards** (see attachment #5a, #6a, and #7a).
- Initial fundraiser at Fusion
- PowerPoint presentation created for educational purposes to be shared with larger groups of potential donors. Presentations made to the following groups to date:
 - Jr. Women's Club
 - 4 Seasons Garden Club
 - St. Mary's Lutheran Church Senior Luncheon group
- Parked cars on the lot 4th of July weekend as a fundraiser
- Radio show on WLIP
- Harbor Market booth for outreach, education, and free will cash donations
- Grant written and submitted to the Kenosha Community Foundation
- Letters sent to local corporations for donations (ongoing)
- Collaboration with art community on signage and decorating picnic tables
- Booth at Creative Art Space fundraiser for outreach, education, and free will cash donations
- Obtained bids for Phase I ground breaking. Were able to obtain a reduced rate from a local landscaper. Work to start before the ground freezes
- Harvest Dinner fundraiser at the Coffee Pot on November 12, 2016.

Future sustainability will be a combination of ongoing growers, outreach, and addition of beds (up to 60) based on applications. At this time we have more applications than we have funds for beds which we feel is a strong indication that we will have no problem in getting growers in the future....a good problem to have.

Attachments 1-6

Attachments: 1a-7a

Articles of Incorporation

Complete list of organizations officers and directors.

Federal tax exemption determination letter from Church

3. Public Service Project:

a) What services does your Agency provide?

Raised Bed garden spaces for persons age 55 and over

b) How will this project relate to these services?

The project will provide the garden services as well as support in maintaing their gardens

- | | Yes | No |
|---|--------------------------|-------------------------------------|
| c) Is your project a continuation of a current activity? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| d) Is your project an expansion of a current activity? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| e) Have you received CDBG funding previously to operate this service? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If yes, please note year and amount awarded for the past six years:

Year	\$ Award	Year	\$ Award	Year	\$ Award

- | | | |
|---|-------------------------------------|--------------------------|
| f) If this project is not currently in operation, do you have staff to implement the project? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| g) Do you have office space to accommodate the proposed service? | <input type="checkbox"/> | <input type="checkbox"/> |
| h) If funds are for non-administrative expenses, have you obtained three written estimates? | <input type="checkbox"/> | <input type="checkbox"/> |
| i) Have you identified other funding sources?
(Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment #1.) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| j) When will the project be implemented? <u>05/17</u> (mm/yy) | | |

k) Please explain your plan to identify clients for this service.

We have already identified 27 nearby residents who have committed to having their own raised bed garden. During Phase II (Spring 2017) we will continue outreach to nearby senior housing projects and neighborhood for those who wish to have their own raised bed plot.

l) Number of (UNDUPLICATED) clients to be served by this activity. 50

m) Other information you wish to provide regarding the status of the project:

The ElderGarten is being built in three phases. We are asking for CDBG grant for Phase II which will expand the number of beds & walkways.

Go to and complete pages 9-16

Section 4: Budget

Please complete the entire project budget and demonstrate the ability to cover the cost of implementing the entire project.

(NOTE: THE ENTIRE BUDGET MUST BE SHOWN FOR THE ENTIRE PROJECT)

REVENUE:	
<i>Funding Sources: (List all Funding Sources for the Project)</i>	<i>Amount</i>
Source: CDBG ENTER CDBG AMOUNT HERE	\$15,000.00
Source: Fundraising	\$5,000.00
Source: Grants	\$5,000.00
Source: Bed Donations/Memorials	\$5,000.00
Source:	
TOTAL REVENUE:	\$30,000.00

EXPENSES:			
<i>Type of Expense (Salaries, Program Supplies, Utilities, etc.)</i>	<i>CDBG Funds</i>	<i>Other Funds</i>	<i>Total Amount</i>
Expense: Crushed Stone Paths	\$15,000.00		\$15,000.00
Expense: Gathering Nodes		\$10,000.00	\$10,000.00
Expense: Raised Bed-Corrugated		\$2,000.00	\$2,000.00
Expense: RaisedBed-V Shaped		\$2,250.00	\$2,250.00
Expense: Water		\$300.00	\$300.00
Expense: Misc GardenTools & Garden Accents		\$450.00	\$450.00
Expense:			\$0.00
TOTAL EXPENSES:	\$15,000.00	\$15,000.00	\$30,000.00

REVENUE MUST EQUAL EXPENSES

TOTAL REVENUE MUST EQUAL TOTAL EXPENSES

*** COST ESTIMATES REQUIRE A MINIMUM OF **THREE (3)** ESTIMATES ***

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 4: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.

A determination will be made by our architect as to how the paths can be placed to benefit the most gardeners. The paths are our major expense and if we don't have enough money to complete what's in the plan we will need to scale back.

2. If full funding is not received, will less service be provided?
If yes, please describe in detail.

Yes No

We have committed to making the garden accessible for seniors including those who may be using walkers or wheelchairs. Having the paths in place is the only way for those seniors using walkers and wheelchairs to get to their raised bed. If we need to scale back on the paths it will make the garden less friendly for that group of people.

3. If full funding is not received, will additional funding from other sources be utilized?
If yes, please list the source and amount.

Yes No

Source	Amount
On going fundraising-unknown how much	\$5,000.00
Continued grant writing-unknown how much	\$5,000.00
Corporate donations-unknown how much	\$5,000.00

Section 5: Mission Statement Compliance

For Not-for-Profit Applicants:

Is the proposed project consistent with your Mission Statement?

Yes

No

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment #2.)

Briefly explain how the proposed project is or is not consistent with the Agency's Mission Statement.

Our mission statement directly reflects the objective of this project which is to build a raised bed community garden for persons age 55 and over in a park-like setting.



Mission Statement

“To design and develop a raised bed community garden in a park-like setting for persons’ age 55 and over”

Board of Directors

- President**-Janice Erickson
- Vice President** Gloria Ziarko
- Secretary**- Deb Vega
- Treasurer**-Holly Stoddard
- Member at Large**-Tim Garland
- Member at Large**-Ruth McGee
- Member at Large**-Connie Covey
- Member at Large**- Hans Schneider
- Member at Large**- Andy Berg

Janice Erickson
 5710 4th Ave. #512
 Kenosha, WI. 53140
 262-945-4047
 Personal Email: ejanice295@gmail.com
 Garden Email: downtowngarden2015@gmail.com

Holly Stoddard
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 Kenosha, WI 53140
 847 269-0518
holly.stoddard@yahoo.com

Deb Vega
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 Kenosha, WI 53143
 262 308-1527
dvega@wi.rr.com

Gloria Ziarko
 5920 Third Avenue
 Kenosha, WI 53140
 262-945-1984
parisgloria7@gmail.com

Tim Garland
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 414 962-1602
garlandalliance@gmail.com

Hans Schneider
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notjsthorsnround@yahoo.com

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 262-945-2548
ruth.mcgee@gmail.com

Andy Berg
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 262-705-9808
aberg135_1999@yahoo.com

Connie Covey
 4722 89 Street
 Kenosha, WI 53142
 262-705-2936
covey1010@yahoo.com

October 17, 2016

We, the undersigned members of the Board of Directors of St. Matthew's Lakefront ElderGarten declare that we support this project and application to the Community Development Block Grant in the amount of \$15,000.00.

Signed,

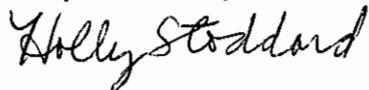


Janice Erickson, Board President

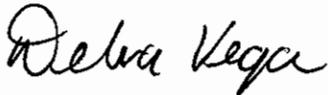
Gloria Ziarko, Vice President



Holly Stoddard, Treasurer



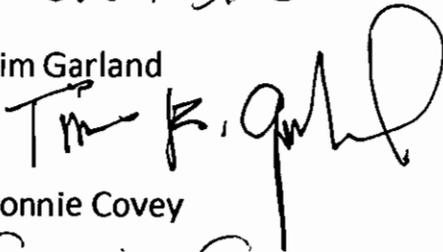
Debra Vega, Secretary



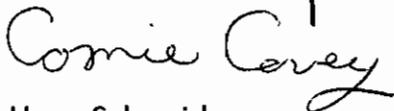
Ruth McGee



Tim Garland



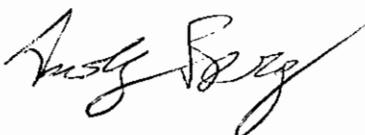
Connie Covey



Hans Schneider



Andy Berg



Section 7: Outcome Performance Measurement

This section must be completed in order to be considered for funding.

HUD is now requiring recipients of federal funding to assess the outcomes of the program in question. In 2007, the City of Kenosha initiated a new Performance Measurement System to establish and track measurable goals and objectives for the CDBG and HOME programs. All approved applicants are required to comply with the Performance Measurement System.

I. GOALS

The proposed activity meets which of the following goals: (Select only one)



Goal #1 – Creates a suitable living environment

This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment (such as poor quality infrastructure) to social issues such as crime prevention, literacy, or elderly health services.



Goal #2 – Provides decent housing

This objective focuses on housing programs where the purpose of the program is to meet individual, family, or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under suitable living environment.



Goal #3 – Creates economic opportunities

This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

II. OBJECTIVES

Select the most appropriate objective for the proposed activity.



Improve availability/accessibility

This category applies to activities that make services, infrastructure, public facilities, housing, or shelters available or accessible to low/moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low/moderate income people where they live.



Improve affordability

This category applies to activities that provide affordability in a variety of ways in the lives of low/moderate income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.



Improve sustainability

This category applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate income or by removing or eliminating slums or blighted areas through multiple activities or services that sustain communities or neighborhoods.

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility	<input checked="" type="checkbox"/> Enhance suitable living environment through new/improved accessibility
<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability	<input type="checkbox"/> Create decent housing with new/improved availability
<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility	<input type="checkbox"/> Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete statement includes output (quantified) + outcome (from categories above) + activity (description) + objective.

Examples: 52 households will have new access to public sewer for the purpose of creating a suitable living environment.

7 households have affordable housing through a down payment assistance program for the purpose of creating decent affordable housing.

50 persons have access to new jobs through extension of a water line to a business for the purpose of creating economic development.

50 seniors will have access to an affordable raised bed garden space in which to grow their own vegetables, flowers and herbs. They will have access to an accessible park-like setting with a gathering space and walkways that encourage movement and contemplation in a beautiful circular, labrynth design. The seniors will have access to not only a community garden but art work & features throughout the garden donated by local artists. The gardeners will have volunteer support to maintain their gardens encouraging socialization, education and community involvement for their health and well-being.

Section 8: Application Submission Checklist

The following items are required. Please make sure all attachments are labeled:

- Completed application (including budget and signed checklist)
- Outcome Performance Measurement Document
- Map with geographic location and service area (if necessary)
- Latest audited financial statements
- Endorsing resolution
- List of Board of Directors
- Current Agency Plan; date of Plan 05/17
- Non-Profit's most recent Annual Report

The following items are also required unless submitted as part of the 2015 Application Process. Please make sure all attachments are labeled.

- Non-Profit Certificate of Incorporation and By-Laws
- Non-Profit 501C(3) Certification
- Non-Profit Mission Statement; date of Mission Statement 02/16

The following items may be applicable to your application. Please submit if appropriate. Please make sure all attachments are labeled.

- Low to Moderate Income Surveys
- Funding Sources Support Letters and/or Documentation of Application for Other Funding
- Site Plan/Schematic Design
- Cost Estimates

We certify the application submitted is accurate and complete: ***(Two signatures are required.)***



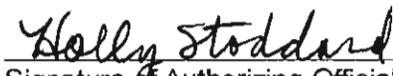
 Signature of Authorizing Official
 Janice Erickson, Board President

 Typed Name and Title of Authorizing Official

10/17/2016

 Date
 262-945-4047

 Phone



 Signature of Authorizing Official
 Holly Stoddard, Board Treasurer

 Typed Name and Title of Authorizing Official

10/17/2016

 Date
 847-269-0518

 Phone

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Gardening in Raised Beds and Containers for Older Gardeners and Individuals with Physical Disabilities

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INTRODUCTION

Gardening is the number one outdoor leisure time activity of America, with 84% of households involved in at least one form of gardening activity. Gardening is a source of personal satisfaction and pride providing esthetic pleasure and opportunity for relief from daily stress. Gardening is an ideal preventative therapy to maintain personal well being. With a little planning and creativity, it can be available to everyone. Disabled and elderly who have never gardened can acquire a new and rewarding hobby. With proper modification to the site, gardeners who have lost physical ability can continue this valuable activity.

While most gardening is considered part of the traditional landscape or ground level planting, an increasing number of gardeners are discovering the advantages of gardening in planters, containers, and raised beds. These gardening styles can be readily adapted to make gardening easier for disabled and elderly gardeners. They are equally adaptable for gardening in a small backyard, a third floor apartment patio, on top of a hospital, or on the grounds of a retirement home.

PLANNING THE GARDEN

The first step in planning a raised garden is understanding the needs

and abilities of the gardeners. The garden area should be as small as possible to adequately meet these needs. As the garden size increases, the fun of gardening tends to change to drudgery. All of the raised beds or planters should be easily accessible and arranged in a fashion to fit together as an attractive landscape unit. Avoid the tendency to line up little garden plots in rows resembling graveyards. Trees and shrubs can be used to enclose one or more sides of the raised garden site, providing both privacy and a pleasing backdrop, but avoid shading the garden with excessive plantings. Beds and planters can be designed to fit individual needs; however, standard dimensions for raised beds are given in Table 1.

Table 1.

Standard dimensions for Raised Beds:

	Wheelchair Semi-Ambulatory Ground		
Height	2-2.5 feet	2.5-3 feet	1/2-1 feet
Width (one-sided)	2 feet	2 feet	2 feet
Width (two-sided)	3-4 feet	4 feet	4 feet
Diameter (circle)	3-4 feet	4 feet	4 feet

Raised beds are generally 3'-4' wide and as long as desired. However, depending on the individual's strength and endurance, it would be wise to limit the length of the bed to 10 or 20 feet to prevent over exertion in circling the bed.

ADVANTAGES OF GARDENING IN PLANTERS, CONTAINERS, AND RAISED BEDS

Due to the many materials available and to the many types of raised planters, adaptability to the disabled individual's needs is great.

Planters can be located for easy accessibility and used in areas where plants would not otherwise grow, e.g., downtown on roof gardens).

Focusing attention on small, easily managed areas provides success and feeling of achievement and reduces frustration and feeling of being overwhelmed by a large garden.

The planter can be placed at a height which gives the disabled individual maximum gardening space within his normal reach.

Raised planters can be either permanent or temporary structures depending on the desires and needs of the gardener.

There is a wide choice of plants that can be used in planters.

Planters can be built to be mobile if needed to adjust to available sun or move out of the way during other activities.

Problems of poor soil or soil borne disease can be easily overcome.

Planters drain well, warm quickly, and thus produce early crops.

Seedlings can be started in small mobile planters indoors and brought out when the weather is appropriate, thus extending the growing season.

Planters offer opportunities for innovative landscape ideas and creative plant structures such as walls of plants.

LOCATION AND CULTURAL REQUIREMENTS

Full sun or at least six hours of sun a day is recommended for raised planters and containers, 8-10 hours if vegetables are to be grown. If full sun is not available, then choose shade-tolerant plants such as begonias and impatiens.

All raised planters and container gardens will need more watering than a standard garden. A water source should be nearby and the hose should be light, accessible, and easily used by the physically disabled gardener. It may be worth the investment to install automatic or trickle irrigation systems in permanent planters.

Attachments that are of value to any gardener include: on/off valve at the hose end, extension nozzles, water breakers, and easy to use lever controlled water faucets.

Fertilizer is usually incorporated into the soil at the time the planter is filled. Later applications are based on normal requirements of the plants.

Mulching is a must with most of the larger raised planters as it slows the evaporation of water from the bed and helps keep the soil cool for the roots. Mulching is also an excellent weed deterrent. Weed-free organic material is preferred for mulching so that it enriches the soil as it decays.

Most pest control should be done by hand and without chemicals to avoid the danger presented by working with toxic substances. However, if chemicals are needed, contact your local extension agent for specific recommendations.

Careful observation and prompt action can alleviate most pest problems. If weeds are kept down through mulching and pulling as soon as they are identified, they will not become invasive. Insects can be a big problem with some plants. Make sure all plants are insect-free before planting. Remove by hand any pest that is found. Disease can also be a problem with certain varieties. Use plants that are resistant to problem diseases in the area. If just one portion of the plant is infected, remove and destroy that portion, do not compost. If the whole plant has become excessively damaged, then remove the plant and replace. Only use pesticides if absolutely

necessary and carefully follow the directions for application amounts and frequency.

ACCESSIBILITY TO THE GARDEN SITE

It is essential that the disabled individual be able to reach the garden with a minimum of difficulty. All gates or doors must be wide enough (36 inches) for a wheelchair to pass through without difficulty. Gates and doors should slide rather than swing, and they should be light enough to move easily. Stairs are better for those who walk with aid but ramps are required for those in wheelchairs. Ramps, along with gates, doorways, walks, and space between raised beds, should be a minimum of three feet wide for single-person travel and six feet for two persons. The ramps need to have a slope of no more than 8% and should be edged to prevent the chair from rolling off the ramp's sides. All surfaces should be non-slip and have a 2% slope for water drainage or be made of porous materials. The surface should be continuous and should not have any bumps. Brick walk- ways are discouraged because they are very susceptible to heav- ing. If a grassy area is desired, open-work paving stones which have holes for the grass to be seeded through are available. A traditional lawn is too uneven and not appropriate for the per- son in a wheelchair or with impaired walking.

At the garden site, mobility and access to planting area are equally important. In addition, a place to rest and recover from the walk to the garden may be critical for continued partic- ipation and enjoyment by many disabled or elderly gardeners. Provide benches, sturdy chairs, or a flat surface for a wheel- chair in a shaded location.

PRECAUTIONS FOR DISABLED OR ELDERLY GARDENERS

Over-exposure to the sun can cause problems for gardeners taking certain prescription drugs so pre- cautions should be taken. In the summertime, the mid-afternoon sun should be avoided and work encouraged in the morning or evening. Hats should be worn to protect the head and eyes. Sunscreen should be used on exposed areas and appropriate beverages provided before and after work- ing in the garden.

Physically disabled and elderly gardeners should avoid over- exertion. One way to avoid this problem is to rotate jobs so that the same activity is not performed for more than half an hour. If the gardener feels tired, then a rest in the shade should be taken before attempting to return to work. The gardener should not attempt to do too much in one work session.

Safety is important in the garden. All debris and equipment (tools, hose) should be removed from paths in order to avoid problems with wheelchairs and walking aids. Gloves and long sleeved shirts should be worn if working with thorny or woody material. If using pesticides, directions on the label should be followed and cautions heeded.

Tools can make gardening tasks easier so it is important not to let them get lost or damaged. Make sure that all tools are brightly marked so that they can be found easily. Have a specific place to store them so that they are there when needed. A bag on the side of the chair or a basket will adapt well for small tools. Close pruners and pocket knives before setting them down. Keep tools such as knives, pruners, and hoes sharp for easy and efficient use.

TYPES OF PLANTERS AND BEDS

RAISED GROUND BEDS

Raised ground beds are only 8-10 inches in height. These beds are especially suited for physically disabled children or adults who prefer to work on mats or dollies. Ground beds are also used to grow more permanent deep rooted plants which would be too confined to grow in raised planters. Espaliered dwarf fruit trees are very popular in ground level beds because those in wheelchairs are able to care for these trees. Often long, light-weight tools are used by those who are chairbound or who have difficulty bending while they are working in ground level beds. Truck tires have been used successfully as ground level planters for children.

DEEP RAISED BEDS

A deep raised bed can be built at a height and width that will provide the physically disabled individual with easy access from a sitting position. Raised beds can use almost any kind of material and they may be permanent or temporary structures depending on the material used. A border or edge wide enough for a person to sit upon can be helpful to the semi-ambulatory individual who would rather sit than stand while working. Many raised beds are rectangular but they can also be L-shaped, T-shaped, or circular. Combinations of shapes can lend interest to the gardening area. Buttressing may be required in structures longer than four feet. Raised beds are best adapted to annual crops because permanent plantings are vulnerable to winter injury of roots in the exposed raised bed; however, certain rock garden plants are well adapted to this culture. Limited space calls for compact crops. The limited reach of a physically disabled gardener generally requires plants which will not achieve a height of more than two feet.

TERRACING AND RETAINING WALLS

Terracing and retaining walls are two ways to tame the sloped areas of the garden while providing growing space for the physically disabled gardener. A retaining wall can be made to the height indicated by the raised garden dimensions and the actual growing space is the same as that for one-sided raised beds. Ground space adjacent to the wall needs to be accessible to the person with the walker or wheelchair. The retaining wall is usually made of brick or stone. If the wall is stone and the dry wall technique is used, then plants can be put into the wall. A terraced garden is a series of small retaining walls or raised ground beds forming steps. The retaining wall and the terraced garden can give advantages of both raised beds and ground beds. The plants grown in these beds depend on the preference of the gardener and the height of the bed.

ELEVATED BEDS

Elevated beds are shallow beds which are raised off the ground upon legs. These beds are especially good for the chair-bound individual who wants to be able to get his legs underneath the bench so that he can work comfortably from his chair. The height from ground level to the bottom of the bed should be as low as is comfortable for the individual. Thirty inches is usually satisfactory for an adult. If the bottom of the bed is much higher, the soil level will be so high as to cause excessive fatigue of the arms while working. However, this bed can be constructed higher for those who prefer to stand. The elevated bed should be at least eight inches deep and is usually made of wood. The plantings within the bed should be shallow-rooted annual vegetables and flowers.

WATER FEATURE/PLANTERS

The water feature/planter is a combination of small pool and planter. This structure is a permanent addition to the garden because of the expense of materials and construction. Dimensions for the planter portion of the structure are the same as those for the one-sided raised bed. Dimensions and shape of the pool will vary. The larger the pool, the more it will cost to build and the harder it will be to maintain. Water evaporation from the pool will create a more humid environment in the direct vicinity of the pool so plants that need moisture can be located there. The pool, if it is large enough, can be planted with aquatic plants; a fountain can be installed; or fish can be added. An important consideration before installing a pool is maintenance. The disabled gardener may want to do it or arrange for others to be responsible. A dirty, unkempt pool will be a distraction, rather than an attractive focal point in the

gar- den.

CONTAINERS

Almost anything that can hold enough soil to sustain a plant's growth can be used as a planter. This quality makes container gardening a good starting point for the physically disabled gardener. The major considerations given to container gardening are the size of the container, adequate drainage, and the requirements of the plants. Small containers such as ceramic pots and large institutional food cans can be placed on benches for accessibility. Larger containers such as wheelbarrows, baskets, barrels, old sinks, bathtubs, and even modified hospital carts can act as small raised beds.

Containers are especially good because they can be moved around and even started indoors before the weather is warm outside. Plants suitable for containers include annual vegetables and flowers, indoor plants (if the container is to be taken in during the winter), and strawberries. The plants in the container will need to be watered frequently.

MINIATURE GARDENS

Miniature garden planters can be constructed for persons in wheelchairs that allow them a great deal of individuality in designing landscapes. These miniature gardens can be complete scale models of larger gardens using cuttings from small leaved varieties

of boxwood, rosemary, or teucrium to prune into hedges or topiaries. They may be planted as a Japanese garden complete with Pagoda. Or the gardener may choose to plant the smallest of vegetables or annual flowers for seasonal display. Pathways, fences, and buildings to scale add interest to these gardens.

WINDOW BOXES

Window boxes may be especially good for the individual who does not have an accessible outside area in which to work or is unable to work outside. Window boxes are usually made of wood but can be made of painted aluminum. It is important that considerations for proper drainage are given in the construction of the box. Plants can be directly planted into the soil in the box or pots can be put into the box to be removed in the winter months. Annuals, herbs, and salad greens are popular plants for window boxes. The path to the window box should not be obstructed by furniture.

PLANTING BAGS

Plastic bags of artificial soil mix specifically designed for culture directly in bag are now available from some garden centers and catalogs. Plant through slits in the side of the bag; water using a watering wand or long nose watering can to fit into the opening; and fertilize weekly. Most small flowers and vegetables perform well, including peppers, broccoli, lettuce, begonias, and salvia. With stakes attached nearby, tomatoes can be grown in the bags. Bags can be placed on ground, benches, or tables of any convenient height. They can be easily moved from one location to another. Although the planting bags are temporary and relatively expensive, they can produce a small garden where other methods are difficult.

HANGING BASKETS

Hanging baskets are not much different than any other container in their cultural requirements. However, their small size may require more frequent watering. Normally, hanging baskets are inaccessible to the physically disabled, but a pulley system easily solves this problem. The system needs to be designed so that the rope and its attachment is accessible to the person in a chair or with a walker. The basket must not be too heavy so artificial soil mixes are recommended. This system can be used both indoors and outdoors.

CONSTRUCTION MATERIALS FOR PLANTERS AND RAISED BEDS

WOOD: Wood (aged railroad ties, logs, boards) may be the easiest material to work with and the planters fit well esthetically into the natural environment of the garden.

Problems: For long lasting beds, pressure treated lumber may be desirable. Other wood preservatives have drawbacks: copper

sulfate leaches away; copper naphthenate has a gummy residue; creosote and pentachlorophenol damage plants. Some woods such as redwood and cedar are considered relatively rot resistant but expensive. Or you can line a planter that does not come in contact with the ground with plastic, add a few drain holes, and it will last an extra 2 years. Often people are ready to move beds every 3-4 years, and most untreated wood will last that long.

STONE: Stone (blocks, slabs) is another natural material which blends well into many gardens. There is a wide selection of stones and cuts available. Stones may be put together using a dry wall technique or with mortar.

Problems: Due to the heaviness and the skill needed to build stone structures, a contractor's services may be needed. This sort of expense can be prohibitive. A stone structure is likely to be a permanent structure making design an important consideration. Depending on the stone and the cut, the abrasiveness of the material must be considered.

CONCRETE: Concrete (construction slabs, sewer piping, poured concrete) is a very adaptable material. It is available pre-molded or can be poured at the site. Colors, textures, and materials can be added to concrete to give it variety. Concrete structures can blend tastefully into an urban environment.

Problems: Concrete must have appropriate foundations so that it will not be damaged by natural contractions and expansions of the soil. Pouring concrete takes some skill and the concrete must be properly aged so that it will not crumble. This may call for a contractor's service which may be expensive. The finish on the concrete is an important consideration due to possible abrasion factors. Preformed concrete is relatively inexpensive and offers satisfactory planters.

CINDER BLOCKS: These blocks are heavy and large, but relatively easy to work with. They are also relatively cheap. The gray color is not appealing to everyone but they can be painted. Cinder blocks are used in building walls but the holes also make them adaptable for planting.

Problems: Cinder blocks are not the most appealing material and they are bulky. They may take up more gardening space than is desirable but as mentioned earlier the holes can be used for planting spaces themselves. Even painting them can be a problem because they might have to be painted every few years due to peeling and chipping. Soil in them dries rapidly and requires frequent watering.

BRICKS: Bricks have the potential of being the nicest looking material to use for construction. They come in a variety of colors and are usually put together with mortar.

Problems: The skill of a brick-layer may be needed to build the

planter. Due to the expense of the material and the type of construction needed, brick planters are usually permanent. Bricks may be the most expensive material unless used bricks are available. Make sure any used bricks are suitable for exterior use.

SALVAGE: Salvage materials (broken sidewalk) result from tearing down some previous construction or scraps from a construction project. The major positive aspect of salvage material is that it is either cheap or free.

Problems: Salvage material is frequently a combination of odd sizes and unfinished jagged edges. There may be both construction and safety problems.

TERRA COTTA: Terra Cotta (flues, sewer tiles) is very attractive and can be inexpensive if damaged materials are obtained. Smooth surfaces are advantageous to those with delicate skin.

Problems: The weight of terra cotta materials makes them difficult to handle.

PREPARING THE RAISED BED AND PLANTER

Soil preparation is the key to successful gardening. To grow close together, plants must have adequate nutrients and water. Providing extra synthetic fertilizers and irrigation will help, but there is no substitute for deep, fertile soil, high in organic matter.

As raised ground beds are only 8-10" deep, double-digging the beds will give best results. This is a very strenuous task and may require volunteer or paid labor. Remove the top twelve inches of soil from the bed. Insert a spade or spading fork into the next 10"-12" of soil and wiggle the handle back and forth to break up compacted layers, repeat this motion every 6"-8" in the bed. Mix the topsoil with a generous amount of compost or manure, and return the mixture to the bed. It will be fluffy and several inches higher than ground level. To raise the bed to 8 to 10 inches, take topsoil from neighboring pathways and mix it in as well.

For containers, elevated beds, and deep raised beds, a fairly lightweight soil mix is needed. Soil straight from the garden usually cannot be used because it is too heavy and does not allow proper drainage. Clay soil consists of extremely small (microscopic) particles. In a container, the bad qualities of clay are exaggerated. It holds too much moisture when wet, resulting in too little air for the roots, and it pulls away from the sides of the container when dry. The container medium must be porous in order to support plant growth since roots require both air and water. Packaged potting soil available at local garden centers is relatively lightweight and may make a good container medium if it is not too high in organic matter. Soilless mixes such as a peat-perlite mix are generally too light for container vegetable gardening, not offering enough

physical support to plant roots. If the container is also lightweight, a strong wind can blow plants over, resulting in major damage. Soilless mixes are sterile, thus insect, disease, and weed free. However, no trace elements are available for good plant growth and must be added. For a large container garden the expense of pre-packaged or soilless mixes may be quite high. Try mixing your own soil with one part peat moss, one part garden loam, and one part clean coarse builder's sand, and a slow release fertilizer according to container size. Lime may also be needed to bring the pH to around 6.5. A soil test is helpful in determining nutrient and pH needs, just as in a larger garden. Deep raised beds can be filled 1/3 to 1/2 full of broken concrete and stones to reduce the volume of soil required.

PLANTING THE RAISED BED AND PLANTERS

By their design, raised beds are a form of wide-bed gardening, a technique by which seeds and transplants are planted in wide bands of several rows or broadcast in a wide strip. The goal is to space plants at equal distances from each other on all sides, such that leaves will touch at maturity. This saves space, and provides shade which reduces moisture loss from the soil and diminishes weed seed germination.

There are several methods for making the best use of space in wide-bed planting. Growing two or more types of vegetables in the same place at the same time is known as interplanting.

Proper planning is essential to obtain high production and quality of interplanted crops. This technique has been practiced for thousands of years, but is just now gaining widespread support in this country. To successfully plan an interplanted garden the following factors must be taken into account for each plant: the length of the plant's growth period, its growth pattern (tall, short, below or above ground), possible negative effects on other plants, optimum growth season, and light, nutrient, and moisture requirements. Interplanting can be accomplished by alternating rows within a bed (plant a row of peppers next to a row of onions), by mixing plants within a row, or by distributing various species throughout the bed. For the beginner, alternating rows may be the easiest to manage.

With interplanting, long season (slow maturing) and short season (quick maturing) plants like carrots and radishes, respectively, can be planted at the same time. The radishes are harvested before they begin to crowd the carrots. An example of combining growth patterns is planting small plants close to large plants, (radishes at the base of beans or broccoli). Shade tolerant species like lettuce, spinach, and celery may be planted in the shadow of taller crops. Heavy feeders, such as cabbage family crops, should be mixed with

less gluttonous plants. Root, leaf, and soil-building crops (legumes) may be mixed to take advantage of available nutrients.

Interplanting may help reduce insect and disease problems. Pests are usually fairly crop-specific; that is, they prefer vegetables of one type or family. Mixing families of plants helps to break up large expanses of the pest-preferred crop, helping to contain early pest damage within a small area, thus giving the gardener a little more time to deal with the problem. One disadvantage is that when it does come time to spray for pests, it's hard to be sure that all plants are protected.

Individual plants are closely spaced in a raised bed or inter-planted garden. In beds of more than two rows an equidistant spacing pattern calls for rows to be staggered so that plants in every other row are between the plants in adjacent rows. The distance recommended for plants is the distance from the center of one plant to the center of the next. This spacing results in an efficient use of space and leaves less area to weed and mulch. The close spacing tends to create a nearly solid leaf canopy, acting as a living mulch, decreasing water loss, and keeping weed problems down. However, plants should not be crowded to the point at which disease problems arise or competition causes stunting or reduced yield.

Succession planting is another excellent way to make the most of an intensive garden. To obtain a succession of crops, plant something new in the spots vacated by spent plants. Squash after peas is a type of succession.

Relaying, a common practice to increase yield, consists of overlapping plantings of one vegetable crop with an older planting before the old one is removed; for example, planting squash in the rows between peas several weeks before the peas are removed. This technique can gain several weeks of growing time for a crop but requires good coordination on the part of the gardener to avoid damage to the new crop as spent crops are removed.

Trellising or caging of crops can save space. However, it may make harvesting more difficult for some individuals as raising the hand above the head is very tiring. For tough vines such as peas and pole beans, a string trellis could be modified so that the top support bar is suspended from a pulley allowing the vines to be lowered for easy harvest.

Plant height is an important consideration in planning the layout of the planter. Generally the higher the bed, the shorter the plant needs to be. This is to make it possible for the disabled gardener with limited reach to adequately tend the plants. Smaller plants are put at the front of the planting so that they can be easily seen and won't be shaded. Vines and small trees used in raised ground beds are often pruned heavily to maintain small size. Herbaceous vines or other rampant growers should be trained to cages, stakes, or

trellises for easy access and for space conservation. If supports are needed, provide them when the plants are very small to avoid root damage later.

These planting techniques can be adapted to planters and other containers as effectively as to raised bed culture. Container crops should be planted at the same time as regular gardens. Clean containers should be filled to within one-half inch of the top with slightly damp soil mixture. Peat moss in the mix will absorb water and mix much more readily if soaked with warm water before putting the mix in the container. Seeds should be sown or transplants set according to instructions on the seed pack- age. Each container should be labeled with the name, variety, and date of planting. After planting, the soil should be gently soaked with water so as not to wash out or displace seeds. When the plants have two or three leaves, the seedlings should be thinned to obtain proper spacing.

To make planting easy, transplants should be strong, healthy, and vigorous to withstand rough handling. They should be wa- tered several hours before transplanting so the soil is damp but no longer wet. Some elderly or disabled individuals may find it helpful to have the plants removed from containers prior to set- ting them out, particularly if the roots are heavily overgrown. Simple measuring sticks to mark the spacing and depth for seeds or transplants can make the job go smoothly.

Digging tools that fit the hand and strength of the individual gardener are valuable. For someone with arthritis, it is help- ful to enlarge the handle size with soft padding. A dibble or tool that simply punches a hole is easier to use than a trowel when setting plants in light potting mixes. Many gardeners pre- fer to simply use their hands to dig a hole.

When starting plants from seed, select large seed (nasturtiums) rather than small (begonia) or seed that have been adapted for easy planting, e.g., seed tapes, encapsulated seed. Pregermination of seed is not only easier for some gardeners, it is innovative and leads to interesting discussions. The pregerminated seed can be mixed in a gel medium and dispersed from a squeeze bottle.

CROPS FOR PLANTERS AND RAISED BEDS

VEGETABLES

Vegetable production provides as rewarding a hobby in raised beds and planters as in traditional gardens. By selecting com- pact varieties and following the planting and cultural recommen- dations given earlier, disabled gardeners can take pride and satisfaction in growing food for the table.

The beginning gardener should start with fast and easy crops such

as radishes, spring onions, or leaf lettuce. These can be washed and eaten right in the garden and give encouragement to wait for the slower crops such as beans and tomatoes.

The garden can be designed to provide additional activities besides planting, maintenance, and harvest. It can provide food for picnics, holidays, or theme parties. Jack-O'Lantern type pumpkins can be grown in half of a 55 gallon drum if there is patio space for the vine to climb across. Growing sweet potatoes for Thanksgiving and red and green peppers for Christmas add interest to the garden. Produce can be dried, frozen, or canned for future use. Seeds can be saved from some crops for starting next year's garden. Compost can be made to enrich the soil. For wood workers, signs, bird houses, and whirligigs can enhance the garden.

HERBS

Herbs are plants that are grown for use as seasoning in foods, for medicinal purposes, and for their fragrance in the garden. Most aromatic herbs enjoy full sun and fertile soil. As they are shallow rooted, they fare well in raised beds and containers. Invasive herbs like mint are better in containers where their growth is confined. There are both annual and perennial herbs.

Annual culinary herbs include dill, parsley, summer savory, and sweet basil. Perennial culinary herbs include chives, mint, rosemary, and thyme. Perennials are mulched in late fall to protect roots and rosettes from winter injury. Many herbs grown in containers can be brought inside to provide a fresh supply of herbs during the winter months. Some herbs are harvested, bunched, and dried for later use. A cool well-ventilated dark area is good for drying. Herbs are useful for a multitude of projects from making herb vinegars to sachets and scented pillows.

Culinary herbs can also be ornamental. Some provide color like the purple-leaf basil or texture, like curly parsley. Many herbs have delicate flowers which can be pleasing up close, while others such as chives are quite showy. A border of herbs can make the vegetable planting more pleasant to work in. Mixed with annuals in a window box, herbs become a delightful retreat from household chores.

One attractive way to display herbs is the knot garden, in which the various colors and textures of herbs are used to create the appearance of cords looping over and under each other. Herb plants are closely spaced and trimmed to form low hedges. The knot garden is most effective when viewed from above, especially from a second story window.

STRAWBERRIES

Strawberries are a fruit crop treated as an herbaceous perennial crop because they do not have woody stems and they grow low to

the ground. Strawberries require moist, fertile soil and protection during the winter months. They are shallow rooted and don't need much soil for growth.

Containers such as hanging baskets, barrels (illus), and wheel barrows are very attractive planted with strawberries. A planting of strawberries can last for about three to four years if well maintained. The first year, pinch off the blossoms to let the vegetative growth accumulate. The second year production is best.

There are three types of strawberries. The first type is called June bearing. These strawberries are the most productive. They produce for about three weeks in early June and are well suited to ground beds and large raised planters. The second type are day neutral, which means they are not dependant upon day length and produce at six-week intervals throughout the summer. These are best for some of the container planters like barrels and strawberry pots. The third type are everbearing which sporadically produce through the summer. These are the least productive.

BRAMBLES, GRAPES, AND OTHER BERRIES

Many bushes produce edible berries or fruit. Some popular bushes include: blueberries, raspberries, blackberries, currants, and gooseberries. Selective pruning must be done to keep the bushes in their designated areas and to enhance fruiting. Blueberries require an acid soil. Raspberries, blackberries, and gooseberries are often thorny and thornless varieties are recommended. The everbearing red raspberry, Heritage, is especially suited to low maintenance gardening because it produces a fall crop on current season growth. This means that the entire patch can be cut to the ground each fall after harvest and the new canes that grow the next spring will yield that fall. Generally grown in traditional ground level beds, all of these fruit give limited production in large containers.

Grape vines are usually trained to wires similar to espaliered fruit trees. The training can be on two wires fixed to heavy posts at approximately 2 and 4 feet from the ground or on overhead arbors. Grapes can be grown in large containers and pruned to the Head system as an interesting, but low yielding, activity. Severe pruning is required to maintain appropriate size and vigor. The vine that is removed can be useful for propagation or for crafts projects such as wreaths and baskets.

FRUIT TREES

Fruit production is a long-term and time consuming activity. Fruit trees will produce for many years if properly maintained. Woody material needs to be heavily pruned to keep the growth within dimensions suitable for a physically disabled gardener. The first few years of training of the plant material are the hardest as the tree acquires its permanent structure. Later, pruning is done just to keep

the growth back. Diseases and insects must be monitored in order to keep the plants healthy and fruit quality high. Weeds need to be controlled with mulches.

All fruit trees should either be genetically dwarf or on dwarfing root stocks. The trees need to be selected and pruned to keep them the size desired, ideally no more than 3.5 feet tall. On apples, this can be accomplished by using a combination of dwarfing root stock, dwarfing interstem, and spur type fruit. Even with the newer cultivars, it may be three or more years before any fruit is produced. These trees lend themselves well to culture in half of a whiskey barrel or half of a 55 gallon drum.

Apples and pears are often trained to cordons and espaliers when grown in ground level beds. Cordons are single stem trees grown at a forty-five degree angle. Many trees like these can be grown in a relatively small space. Espaliers have selected vertical branches trained to wires. Both cordons and espaliers take much pruning and work in the early years but are better suited to limited space than other trees and can be maintained at a height close enough to the ground to be cared for by someone in a wheel chair.

ANNUAL FLOWERS

Annuals are very popular in gardens for many reasons. They are generally easy to grow, fast blooming plants which can provide quick, if only temporary, color to the garden. Many annuals are shallow rooted, adapting well to the shallow elevated planters. The wide selection within many varieties provides diverse colors, flower types and sizes from which to choose. An annual can be found to suit almost any garden need, be it a border for a vegetable garden, cut flowers, or a vibrant floral display. Annuals can be used to fill gaps in the blooming sequence of perennial plants and are more desirable in unprotected planters in which perennials could not survive the winter. Some annuals are mistaken as perennials because they can self-seed easily. Most should be dead headed (flower heads removed) after bloom to increase length of flowering period, reduce self seeding, and keep the plants attractive.

Set out as bedding plants, annuals provide nearly instant gratification and feelings of pride and success. They also provide the opportunity to learn a wide range of cultural skills. Although annuals are associated with summer, activities based on annuals can continue throughout the year with such indoor practices as starting seed, dried flower arranging, and garden planning.

Snapdragons prefer the cool, moist parts of the growing season. Treated with care and snipped back, these plants can be helped through the hot summer months to thrive again in the fall. Portulacca, on the other hand, is a fleshy annual which seems to thrive in the hot, dry weather. Zinnias are also heat tolerant and

bloom in late summer and fall. Breeders have developed dwarf varieties of zinnias for the small garden. These are better for raised planters than older varieties which tend to get leggy. Cockscombs come in two different shapes. Both can be used to add colorful texture to the garden and dried for winter crafts. Coleus are grown primarily for their foliage. Pinch off the floral stalks to help keep the coleus from getting too leggy. Coleus is also popular because it tolerates some shading. Impatiens are also shade tolerant and are often grown in areas of a garden in which more sun-loving plants will not thrive. Strawflowers are grown not only as an ornamental addition to the garden but so they can be picked before full bloom in order to be dried and used in fall and winter arrangements. Marigolds are one of the most popular of the annuals. They are very easy to grow. They can be started ahead in seed flats and transplanted, directly seeded in the garden, or bought from nurseries, grocery stores, or garden centers in cell packs. Depending on the variety, marigolds adapt well to use as border plants, as filler in a mixed display or as cut flowers. Their color range extends from the deep, warm shades of red, to bright yellow and orange. These plants are also tolerant of both the warm and cool parts of the growing season and need little special care except some dead heading. Pansies are actually biennials but in most cases they are treated as annuals. Pansies and their smaller cousin, the viola, are often used to bring blooms into a garden in which other plants have not started flowering. Pansies come in a wide color range and are usually obtained as plants. They are commonly planted early in the growing season but can be planted in the fall if winter protection is available.

PERENNIAL FLOWERS

Many believe that perennials, because they have the ability to persist for many years, are easy to grow and are very desirable for the raised planter. This is not always true. The biggest problem with perennial plants in the raised planter is over-wintering. Even plants that normally have no trouble surviving winters in standard ground beds may not survive a winter in a raised planter. This is because the soil is more exposed to temperature extremes. This in turn exposes the roots to colder temperatures and to heaving or crushing damage due to the increased freezing and thawing of the soil in the planter. An early thaw or warm spell is more likely to cause a premature growth spurt in a raised planter than in ground soil which acts as a temperature buffer. If perennials are to be grown in raised planters, precautions should be taken to find plants that are very cold tolerant. A good layer of mulch is often used to help protect roots and crowns and the planter should be located so that it is protected as much as possible from cold north winds.

Many perennials need special cultural practices. Woody and semi-woody perennials need pruning in order to keep plants within

bounds and to insure maximum bloom. Plants may have to be sprayed to rid them of persistent pest populations even though manual methods of pest control should be tried first.

The herbaceous perennials which are grown from bulbs or bulb-like structures are often popular in raised planters. Most spring flowering bulbs will increase in population over the years if good care is provided. Raised planters present the chance to enjoy some of the smaller and more delicate bulbs that are lost within large gardens. Many of the popular bulbs such as tulips and daffodils can be found in miniature varieties. Tulips tend to deteriorate in quality year after year so many gardeners plant new bulbs every fall. Spring bulbs are planted in the fall and summer bulbs are usually planted in the spring after the soil has warmed. Many summer bulbs such as dahlia and gladiolus are not hardy and must be dug up in the fall and stored over the winter until it is time to plant in the spring again. Neither the spring or summer bulb's foliage should be cut back until the foliage has browned naturally. There are some bulbs like the autumn crocus which bloom in the fall. They are usually planted in late summer. The planting depths for bulbs depend on the bulb size and will determine their suitability to raised planters.

Some of the popular herbaceous perennials, e.g., bergenia, columbine, astilbe, are not heat or water stress tolerant. Care must be used in placement of these plants so that they won't be exposed to the direct sun during the hot summer months and so that they will be close to a water source.

Many of the popular herbaceous perennials, e.g., iris, yarrow, shasta daisies, need to have their roots divided periodically. Division is a method to increase the population of the plants, to prevent over-crowding, and to prevent the plant from becoming invasive. The job of division can be taxing so sometimes it is better to find species which require little or none of this cultural practice.

SPECIALTY GARDENS

Specialty gardens are gardens which center around a specific theme or technique. Examples of this are the English cottage garden, Japanese gardens, and alpine or rock gardens. There are books available and local or national organizations which focus on specific types of gardens. Many botanic gardens and arboretums have classes on starting and maintaining such gardens. With imagination and real interest even the more physically restricted individual can participate in this activity.

Japanese and alpine gardens are permanent installations with little maintenance once they are established. They are sites where the gardener can rest and contemplate, or spend as much time as desired on small but rewarding tasks of removing dead flowers and leaves, pulling weeds, and otherwise grooming the garden.



Food Garden Land Use Agreement

(Please note: Sections of this Agreement were taken from a template provided by the Sustainable Economies Law Center (Oakland, CA) It has been adapted for our specific purpose. This does not address every legal issue or scenario.

This Agreement is made between **St. Matthews Church ("Owner")** and Downtown Garden Board referred to as "**Garden Board (GB) and collectively referred to as Garden Board/Owners(GBO)**". Owner owns [vacant lot/] located at 5835 4th Avenue, Kenosha, Wisconsin (referred to as the "Property"). Community Members are referred to as "**Gardeners**" and are those who have active garden plots. This agreement is between GBO and Gardners.

GBO is an affiliation of friends & community members working under the Church Outreach/Service Committee. GBO has an interest in gardening and a desire to design and develop a Senior Community vegetable garden on Owner's Property. GBO's desire to grow food, and allows Gardners to use the Property on the following terms:

1. **Section of Property to be Used by Gardeners:** GBO agrees that Gardeners may conduct gardening activities on the portions of the Property described as follows (or shown in the attached Map of Property):
See Survey

2. **When Gardeners May Have Access to the Property:** GBO agrees to allow Gardeners to be on the Property on the following days of the week and during the following hours:
TBD

3. **Use of Produce:** All fruits, vegetables, and herbs grown on the Property will be consumed by the Gardeners, given to neighbors or friends, or donated to charity. Gardeners will not sell the produce and do not intend to profit from the arrangement.
4. **Design and Appearance of the Garden:** Gardeners agree to maintain a tidy appearance on the Property, which includes removing dead plants and leaves and clearing debris. Gardeners agree to regularly water, weed, cultivate, and otherwise maintain the garden.
5. **Where Gardeners Will Store Tools and Other Items:**
In Garage next to property or shed to be purchased

6. **Arrangement for Access to Water:**
We will get meter for fire hydrant from the City of Kenosha

7. **Arrangement for Managing Waste and Compost:**
TBD

8. **Arrangement for Parking:**
On the portion of the old road that is still there off of 4th Avenue and on 3rd Avenue

3a

**St. Matthew's Lakefront ElderGarten
End of Season Survey**

NAME: _____

Phone/Email _____

Please answer the following questions by circling your answer using the following scoring:

1= Very much 2= somewhat 3= no opinion 4= 5= Not very much

Your answers will help us plan for the next planting season

1. Has your garden experience contributed in a positive way to your health and nutrition?

1= Very much 2= somewhat 3= no opinion 4= 5= Not very much

2. Has your garden experience contributed in a positive way to social interaction with others?

1= Very much 2= somewhat 3= no opinion 4= 5= Not very much

3. Did you learn something new from your gardening experience?

1= Very much 2= somewhat 3= no opinion 4= 5= Not very much

4. Would you encourage others to have a garden based on your experience?

1= Very much 2= somewhat 3= no opinion 4= 5= Not very much

5.. Do you have any suggestions to make the garden a better experience for yourself and others?



St. Matthew's Lakefront ElderGarten **(a Senior Community Garden)**

"To design and develop a raised bed community garden in a park like setting for residents age 55 and over"

- **Raised Bed Accessible Garden Plots**
 - **Low Cost Yearly Rental**
 - **Grow Your Own**
- **Plan is to build in Fall of 2016**
- **Start Planting Spring of 2017**
- **Consider a Donation to cover the cost of a Bed as a Memoriam**

Address 5835 4th Avenue
(just south of Lakeside Towers Sr. Apt.)
Email downtowngarden2015@gmail.com
Ph 262-654-8642 (leave a message)

Donations Appreciated to
St. Matthews Community Garden
5900 7th Avenue



**Thank You for your support
and helping make our
Community Garden GROW**

St. Matthew's Lakefront ElderGarten
(a Senior Community Garden)

*"To design and develop a raised bed community garden in a
park like setting for residents age 55 and over"*

Dear: _____

Thank you for your donation of \$ _____
to St. Matthew's Lakefront ElderGarten.

Your donation is greatly appreciated and will be used to help further
the effort of building a Community Garden for nearby Seniors.

All donations are Tax Deductible.

Signed, _____ Board/Committee Member

Date _____