2015 COMMUNITY DEVELOPMENT BLOCK GRANT
Interview Schedule
Tuesday, October 14, 2014
Room 202

		Applicant/Project Title	
1	*5:30*	***City of Kenosha - Public Works*** Street Improvements	Housing, Neighborhood Improvement/Economic Development
2	*5:45*	***WI Women's Business Initiative Corporation*** Business Owner	Housing, Neighborhood Improvement/Economic Development
3	*6:00*	***Kenosha Community Health Center*** Renovation to Increase Behavioral Health Capacity and Improve Health Outcomes	Housing, Neighborhood Improvement/Economic Development
4	*6:15*	***Kenosha Community Health Center*** Health Resources to Improve Patient Health Outcomes in Kenosha's LMI Population	Public Service
5	*6:30*	***Habitat for Humanity - Kenosha, WI*** Affordable Housing	Housing, Neighborhood Improvement/Economic Development
6	*6:45*	***Kenosha Achievement Center*** Building Security	Housing, Neighborhood Improvement/Economic Development
7	*7:00*	***Kenosha Achievement Center*** Kenosha Dream Playground Project	Housing, Neighborhood Improvement/Economic Development
8	*7:15*	***Kenosha Achievement Center*** Supported Self Employment	Public Service
9	*7:30*	***Women & Children's Horizons*** Safety & Security	Housing, Neighborhood Improvement/Economic Development
10	*7:45*	***Women & Children's Horizons*** Legal Advocacy Coordinator	Public Service
11	*8:00*	***Walkin' In My Shoes*** Home Improvement Project	Housing, Neighborhood Improvement/Economic Development
12	*8:15*	***Walkin' In My Shoes*** Survival Backpack Street Outreach Program	Public Service

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: City of Kenosha - Public Works

Project Title: Street Improvements

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $598,819.00

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

Name: Michael Lemens, Director of Public Works

Address: 625-52nd Street, Room 305

Kenosha, WI. 53140

Phone Number: 262.653.4050

E-Mail Address: mlemens@kenosha.org

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SEP 26 2014
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COMMUNITY DEVELOPMENT & INSPECTIONS

City of Kenosha – Department of Public Works
Street Improvements

- The goal of this project is to improve the condition of several roads in the City of Kenosha that are located within the City's Reinvestment Neighborhood.

- This project benefits low to moderate income persons by addressing the deteriorated road conditions that exist outside of their front door. The roads targeted for improvement are neighborhood roads utilized by the residents of the neighborhoods.

- The success of this project will be measured by the linear feet that are improved through the use of the CDBG funds.

Proposed Streets for CDBG 2015

Street	Limits	District	Length (ft)	Amount
24th Avenue	43rd Street to 41st Street	7	950	240000
51st Street	22nd Avenue to 17th Avenue	7	1S00	280000
26th Avenue	66th Street to 75th Street	8	3000	794000

Reinvestment Neighborhood Street Assessment
Low-to Moderate Income

Location	Census Tract	Block Group	LMI Population	Total Population	Percent LMI
24th Avenue - 41st Street to 43rd Street	8	1	625	1,020	61.27%
51st Street - 17th Avenue to 22nd Avenue	9	4	560	625	89.60%
26th Avenue – 66th Street to 75th Street	16	3	635	925	68.65%
	17	1	320	705	45.39%
	17	3	480	815	58.90%
			1435	2445	58.69%
			2,620	4.090	64.06%

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

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1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
9 / 1	9 / 4	16 / 3	17 / 1/3

   See attached Street Assessment Information

   b) How many residents live in this area? 4090

   c) What is the percentage of low and moderate income beneficiaries? 64.06

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	✓	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

2. **Public Improvement Project:**

	Yes	No
a) Have you retained the services of a consultant? If yes, check appropriate box:	✓	
✓ Engineer ☐ Landscape Architect ☐ Architect ☐ Planner		
Was a Request for Proposal used?		✓
b) Do you have completed architectural drawings?		✓
c) Do you have completed bid documents?		✓
d) Is the proposed project contained in:		
Consolidated Plan	✓	
Neighborhood Plan		✓
Neighborhood Revitalization Strategy		✓
Area Plan (Provide supporting evidence labeled as Attachment _____)		✓
d) Will a review of your project be required by:		
Neighborhood Services & Inspections		✓
City Plan Commission		✓
Zoning Board of Appeals		✓
Other (specify) _____		✓
e) Are you aware of any other current or proposed projects such as County, Federal, or State that may affect the timing of your project? If yes, please list the project(s), estimated date(s) of construction, and agency(ies) responsible for the project:		✓

f) Who will be responsible for the implementation?

Department of Public Works staff

g) List the time frame for the project.

2014 construction season

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$598,819.00
Source: CIP	$802,220.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$802,220.00
TOTAL REVENUE:	$1,401,039.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Street Improvements	$598,819.00	$802,220.00	$1,401,039.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$598,819.00	$802,220.00	$1,401,039.00

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

Section 5: Budget Continued

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

   If full funding is not received, less work will be performed.

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

   Cost is determined on a linear foot basis. Less funding will result in fewer linear feet paved.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

4,090 individuals will have access to better quality roads (depending on the number of projects funded).

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [ ] Latest audited financial statements
- [ ] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [ ] Non-Profit Certificate of Incorporation and By-Laws
- [ ] Non-Profit Mission Statement; date of Mission Statement _____
- [ ] Current Agency Plan; date of Plan _____
- [ ] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [ ] Non-Profit 501C(3) Certification

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.)***

SIGN HERE	September 26, 2014
Signature of Authorizing Official	Date
Michael Lemens, Director	262.653.4050
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	September 26, 2014
Signature of Authorizing Official	Date
Frank J. Pacetti, City Administer	262.653.4000
Typed Name and Title of Authorizing Official	Phone

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Wisconsin Women's Business Initiative Corporation

Project Title: Job Title: BUSINESS OWNER

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	☐	☐
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 125,000.00

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

Name: Heater S. Lux

Address: 600 52 St., Suite 130

Kenosha, WI 53140

Phone Number: (262) 925-2850

E-Mail Address: heather.lux@wwbic.com

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SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 1: Project Description

"Thanks to WWBIC, today, I am living my dream!"

– Sandra Reynolds, Owner, NovelTea Bookstore
Downtown Kenosha Business

- **What the problem is that our application will address:**

Many residents of the City of Kenosha continue to face challenges in attaining economic well-being, or are simply disadvantaged in pursuing their dreams. Many micro and small business entrepreneurs or potential entrepreneurs encounter similar hurdles to success. First, they need to know if their business plan is feasible, and if they are temperamentally prepared to deal with the demands of running a business. They need fair and affordable capital for their ventures. They may have no credit, poor credit, or are just too new and small for bank financing. They need practical business education in how to manage a successful small business. And, they need to get their personal finances in order – to create workable budgeting and savings plans, and communicate better with family members around money. While micro enterprise is not a solution for all individuals who are living in poverty and/or unemployed, it is a lifesaver for many. WWBIC's small and micro business development services can be part of the solution.

- **Objective evidence to illustrate the problem:**

The City of Kenosha experiences significant economic disparity by race: Black residents are more than twice as likely as other residents to be living below poverty. Sixteen percent of all City residents were living in poverty, compared with 33% of Blacks and 26% of Hispanics. While Blacks make up 10% of the City's population, they own less than 1% of all firms in Kenosha County. Similarly, Hispanics make up 16% of the City's population, but also own less than 1% of all Kenosha County firms. WWBIC's mission focus on minorities aims to improve this statistic. We also focus on women: 35% of all female-headed households in the City are living below the poverty level. (Source for all statistics is the U.S. Census, with the exception of unemployment, which is from the Wisconsin Department of Workforce Development.) Women own only 25% of businesses in Kenosha County - below the national average of 54%.

- **The goal of the project:**

JOB TITLE: BUSINESS OWNER will create and retain jobs while promoting economic opportunity for individuals of lower wealth and incomes. With the requested CDBG funds, WWBIC will provide business development services including business education, technical assistance, and access to capital to small and micro business owners and prospective entrepreneurs. We will particularly focus on women, minorities, veterans and the disabled. The project will serve the City of Kenosha and continue our concentrated efforts in the Downtown area.

WWBIC respectfully requests $125,000, of which $55,000 will be used for direct loans to four borrowers, and $70,000 will be used for to support WWBIC Small Business Counselors. We will serve 89 individuals: 85 with business education and counseling, and four loan clients. We anticipate at least 4 full-time jobs

created or retained (and taken by lower-income individuals) with the $55,000 in loans. These numbers are based on our past seven years of experience with City of Kenosha CDBG funding.

Demand for these services continues strong. We have 17 current loans in our City of Kenosha portfolio valued at more than $213,500. In the first eight months of 2014, we received 13 loan applications totaling $813,250. To date we have approved two loans totaling $53,000; one for $15,000 retaining one job, and one for $38,000, creating one job and retaining one job. We also have one loan in the pipeline for $83,000, and a second applicant, a disabled veteran, is in the process of applying for $50,000. (Only a portion of these loans will qualify for CDBG funding.) We are very excited to report that we have just hired a new Loan Officer for Southeast Wisconsin! Edgar Espinosa is bi-lingual in Spanish, and has the cultural competency to serve our growing Hispanic demographic. Mr. Espinosa fills a position that had been vacant for two months. We have also brought on board former banker Jaimie Charon who provides small business counseling in Kenosha and serves as WWBIC's Director of Small Business Counseling. Other WWBIC staff members serving Kenosha include Lily Alvarado, a bi-lingual/bi-cultural Small Business Counselor and Katherine Marks, outreach specialist, who works with some of the City's lowest-income populations, including minorities and seniors. Heather Lux has served as WWBIC's Southeast Project Director for six years and has been very successful in growing the number and range of WWBIC partners and funders in the region. In August, we added Amanda Lipke as Regional Office Coordinator.

WWBIC has continued to target women, minorities and lower-wealth individuals throughout Wisconsin and specifically in the Kenosha area. In the third quarter of 2014 WWBIC contracted with a consultant to help WWBIC reach additional low and very low-income individuals. We believe a targeted strategic outreach plan will prove beneficial. This plan includes a framework for messaging WWBIC's services (namely microloans and small business loans), outlets for disseminating text, email, social media, printed materials, suggestions for outreach to specific organizations including financial institutions, economic development corporations, community based organizations, faith-based groups, etc.

- **How does this project benefit low-to-moderate income persons?**

National studies show, and our experience has borne out, that it is this one-one-one assistance that makes the difference between success and failure – especially in the critical early years. Other studies have shown that starting or expanding a micro or small business is a viable strategy even for low-income and less-educated individuals. These are the individuals that WWBIC helps turn to profit centers within their communities. What makes WWBIC's micro financing program successful is the intensive technical assistance we provide to each client as soon as the loan is closed. We also target low income business districts by doing business blitzes. We have a spread sheet of over 80 businesses in the City of Kenosha.

Two of our most active education partners are the Shalom Center and Urban Outreach, where we hold regular classes on entrepreneurship as an option and financial capability.

In outreach activity in 2014, we presented at Inventors and Entrepreneurs Club, promoted WWBIC to Women's Networking Group – Chamber group, exhibited at the Kenosha Chamber's Business Expo held at UW Parkside, and spoke at the Kenosha Women's Network luncheon. We co-sponsored a "Biz After 5" event and, with the Kenosha Area Chamber, co-sponsored a Retail Roundtable event. We exhibited at the Financial Fitness Fair organized by Kenosha United Way, presenting on entrepreneurship as an option and financial capability. Also in 2014, we added three new locations in the City of Kenosha to our class schedule: the Southeast Library, the Uptown Library, and the Northside Library to reach more lower-income residents.

WWBIC Regional Project Director Heather Lux continues to work closely with the Kenosha Area Business Alliance (KABA), Harbor Market, the UW-Parkside Small Business Development Center, Rely Local, and the Main Street program.

- **Who will benefit from this project:**

The project will benefit City residents, primarily those whose incomes are less than 80% of the area median income, with a focus on Downtown. Based on our experience with CDBG funds, lower-wealth individuals are disproportionately minorities and female heads-of-households.

Clients served through 2014 CDBG funds will be 100% low-to-moderate incomes. The project will address some of the economic disparities of Kenosha and focus on the strengthening emerging businesses in the Downtown area. As individuals improve their economic situation for themselves and their families through business ownership, there is a net result of crime reduction, increased property values, increased economic vitality and improved neighborhood quality of life.

Cumulatively, through our CDBG loan funds:

- $392,000 has been infused into the City's economy
- 572 low-to-moderate income individuals have been served
- At least 49 new full-time jobs have been created

- **How the project's success will be measured:**

In 2014, WWBIC anticipates that up to four businesses will be started, sustained or expanded with CDBG loan funds, and at least four new full-time jobs will be created and retained, and taken by people of low-to-moderate income. We plan to make loans with an average of $13,750 in CDBG funds (WWBIC can provide loans up to $100,000) to each business. WWBIC has a successful track record of exceeding goals for all prior CDBG awards, and in advancing Consolidated Plan objectives of economic development and job creation.

WWBIC will measure success in meeting the performance standards outlined above: **jobs created and retained, and businesses started and expanded.** Supporting the loan clients with technical assistance is extremely important. In 2013, WWBIC provided 149 counseling sessions for a total of 293 hours to Kenosha entrepreneurs. In the first seven months of 2014, WWBIC has already provided 161 counseling sessions for a total of 259 hours. The key is building client trust early on. Every small business owner faces a myriad of challenges – with WWBIC as a resource; these challenges far more likely to be overcome.

As for prior awards, we will use our cloud-based Outcome Tracker database to report on participants' demographics – race, ethnicity, income-level, female head-of-household. Every business owner and employee completes WWBIC's two-part, 40-question General Employee Demographic form. The form yields information on employee demographics (race, income level, etc.); homelessness, disability, past employment, referral source (TANF, etc.) and benefits. Information is tracked on businesses including the DUNS number, the date of business creation, and job creation and retention.

We will also report on outreach activities, which include working through many partnerships throughout the City, electronic and print media, word-of-mouth, direct mail and intensive leafleting throughout the City at small businesses, libraries, and other locations.

Note on leveraging:

Every CDBG dollar will be leveraged with additional funds from state, federal, and local private sources.
WWBIC has leveraged CDBG funds from 2008 through 2013 with grants from three federal agencies: The Department of Health and Human Services Administration for Children and Families, U.S. Dept. of the Treasury Community Financial Development Institution Fund, (CDFI), and the SBA Office of Women's Business Ownership. As our attached budget indicates, we expect total City of Kenosha programming to cost $404,976. Thus the $125,000 in CDBG funds would be leveraged more three times.

Measurable outcomes will include:

- Number of jobs created, rates-of-pay
- Number of jobs retained
- Demographic information on employees
- Number of Loans
- Number of individuals receiving technical assistance (business education & counseling)

➢ **Where the project is located:**

The project continues to be located Downtown in the City of Kenosha in our offices within the Kenosha Area Chamber of Commerce at 600 52nd Street, Suite 130, under the direction of Heather Lux. We hold classes throughout the community in accessible locations such as the Kenosha County Job Center, Urban Outreach, and the Shalom Center.

WWBIC helped us build confidence in our ideas. Attending the Small Biz Planning Series was critical in our business development. The series helped us put our ideas on paper and gave us a great support system. It was a fantastic way to network and to present our business idea to others. The course and WWBIC helped us to take our dream and make it a reality!"

Leslie Olano, Owner, Olano's Empanadas
Vendor, Kenosha Harbor Market

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☑	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$125,000.00
Source: SBA OWBO	$45,289.00
Source: SBA Microloan	$24,021.00
Source: Wisconsin Economic Development Corporation	$22,528.00
Source: USER Fees	$94,589.00
Source: Fundraising	$93,549.00
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$279,976.00
TOTAL REVENUE:	$404,976.00

EXPENSES:			
Type of Expense (Salaries, Program Supplies, Utilities, etc.)	*CDBG Funds*	*Other Funds*	*Total Amount*
Expense: Salaries	$52,554.00	$164,049.00	$216,603.00
Expense: Payroll Taxes	$4,020.00	$10,844.00	$14,864.00
Expense: Employee Benefits	$13,426.00	$48,639.00	$62,065.00
Expense: Consultants-Clients	$0.00	$5,801.00	$5,801.00
Expense: Audit Fees	$0.00	$2,904.00	$2,904.00
Expense: Conferences, Meetings, Etc.	$0.00	$5,226.00	$5,226.00
Expense: Info Tech Expense	$0.00	$9,456.00	$9,456.00
Expense: Insurance Expense	$0.00	$1,402.00	$1,402.00
Expense: Maintenance Expense	$0.00	$7,513.00	$7,513.00
Expense: Office Supplies & Equipment Lease	$0.00	$7,316.00	$7,316.00
Expense: Postage & Printing	$0.00	$7,670.00	$7,670.00
Expense: Rent-Office & Operational	$0.00	$9,156.00	$9,156.00
Expense: Other Expense - Loan Funds	$55,000.00	$0.00	$55,000.00
TOTAL EXPENSES:	$125,000.00	$279,976.00	$404,976.00

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

Section 5: Budget Continued

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

   Our request is based on our track record in meeting performance goals as well as ongoing demands for our services. WWBIC has always successfully met or exceeded its goals and fully deployed loan funds from previous awards. WWBIC will be the sole, independent provider of these CDBG services. Our extensive partnerships will ensure collaboration without duplication. We will leverage CDBG funds with additional resources including the Wisconsin Minority Business Development Loan Fund and the SBA Office of Women's Business Ownership. Less funding will clearly result in less measurable impact; and less focus on area needs.

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

   For each $1,000 reduction in our Technical Assistance funding, we will service two fewer persons. Reduction in our loan fund request will result in fewer businesses started, sustained, or expanded; fewer job creations and retentions, and even possible job loss, especially in the Downtown focus area.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

JOB TITLE: BUSINESS OWNER is completely consistent with WWBIC's mission as an economic development organization with an emphasis on people of lower incomes, women, minorities, veterans and the disabled – those most likely to face barriers of traditional means to realizing their dreams. This proposal recognizes the importance of the Downtown area, in keeping with our mission to open doors of opportunity and hope, as well as to help revitalize key geographic community areas. This will be WWBIC's seventh year of CDBG funding. Each year we have met or exceeded goals while addressing the demand and need for our services.

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☑ Provide economic opportunity through new/improved accessibility	☑ Provide economic opportunity through new/improved accessibility	☑ 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.

As part of the requested $125,000, 89 individuals will be directly benefited. The requested funds will make available $70,000 in Technical Assistance (including business education and one-on-one business counseling) and $55,000 in direct loans to micro business borrowers. Services to Downtown Kenosha will be emphasize and 51% of all individuals served will be low-to-moderate income.

In total, WWBIC will serve:
84 individuals through Technical Assistance (business education and business counseling)
4 owners of four startups or existing usinesses who become WWBIC Loan Clients (receiving loans of $15,000 each in CDBG loan funds.) Each business owner will be supported with one-on-one business counseling.

We anticipate at least one job created/retained through every $15,000 (on average) of loan capital deployed, with at least four (4) full-time jobs created/retained and taken by lower-income individuals.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 1/2014
- [x] Current Agency Plan; date of Plan 9/2014
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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	9/10/14 Date
William B. Coleman, Board Char Typed Name and Title of Authorizing Official	(414) 278-0170 Phone
Signature of Authorizing Official	9/10/14 Date
Wendy K. Baumann, President/CVO Typed Name and Title of Authorizing Official	(414) 395-4530 Phone

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Milwaukee, WI 53212
Phone: 414.263.5450

South Central
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Madison, WI 53713
Phone: 608.257.5450

Southeast
600 52nd Street, Suite 130
Kenosha, WI 53140
Phone: 262.925.2850

245 Main Street, Suite 102
Racine, WI 53403
Phone 262.898.5000

info@wwbic.com
wwbic.com

September 29, 2014

CDBG Committee
c/o Anthony Geliche
Department of Community Development
625-52nd St., Room 308
Kenosha, WI 53140

Dear CDBG Committee Members:

"Taking WWBIC's Small Biz Planning Series was a huge help! It assisted me in relearning things I had learned in the past and taught me in areas that I was not up to date on."

Nancy Croft, Owner, Wagin' Tail Resort, Kenosha

In 2014, The Wisconsin Women's Business Initiative Corporation (WWBIC) celebrates more than 25 Years of helping entrepreneurs like Nancy Croft in "Putting Dreams to Work!" We appreciate our long history of CDBG funding, and anticipate continuing our partnership in the years ahead.

Together in the past seven years we have achieved great impact with nearly $400,000 in loan capital infused into ***27 businesses*** in the City and the creation of ***49 new jobs.*** More than ***572 low-income individuals*** have taken in business education classes or received on-on-one business counseling.

In 2015, WWBIC is requesting a total of $125,000 to build on this momentum - $55,000 for loan capital to support four new businesses, and $70,000 for technical assistance to support the borrowers. We will also continue to provide technical assistance to the 17 loan recipients in our City of Kenosha CDBG current portfolio.

We are excited to report that we have just hired a new Loan Officer for Southeast Wisconsin! Edgar Espinosa is bi-lingual in Spanish and has the cultural competency to serve our growing Hispanic demographic.

Thank you again for your past support, and present consideration our application for CDBG funding. . If you have questions or we may provide additional information, please contact me directly at 262-925-2840, or at heather.lux@wwbic.com.

With my best,

Heather Lux

Heather Lux
Project Director, WWBIC Southeast

Enclosures

cc: Wendy K. Bauman

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South Central
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Phone 262-898-5000

Email: info@wwbic.com
www.wwbic.com

BOARD OF DIRECTORS MEETING
THE WISCONSIN WOMEN'S BUSINESS INITIATIVE CORPORATION

Thursday, December 12, 2013
4:30pm – 6:00pm

Resolution:

To authorize Wendy K. Baumann, President/CVO, to execute and deliver all applications, activities and documents for a City of Kenosha CDBG grant application in 2014. The amount of the request is to be determined, and WWBIC will provide an additional appropriate matching amount to be determined, which will be entered into the minutes at a later date.

Passed: _____
Wendy K. Baumann, Assistant Secretary

Attachment A.

The Wisconsin Women's Business Initiative Corporation

Mission Statement

WWBIC is a leading innovative statewide economic development corporation "Putting Dreams to Work." We focus on individuals who face barriers of traditional means by opening opportunity for pursuit of their dreams and economic well-being. We provide targeted individuals interested in starting, strengthening or expanding businesses with access to vital resources and tools such as quality financial and business education and responsible financial products. We improve the economic well-being of targeted low income individuals by building assets and advancing economic self-sufficiency. We particularly focus on women, people of color, and low-income individuals, providing direct lending and access to fair and responsible capital, quality business education, one-on-one technical business assistance and education to increase financial capability.

WWBIC 2014 Board of Directors

Revised 9/10/2014

William Coleman, Chairman		1991
President | Coleman and Williams, LTD	Work Phone: 414-278-0170	
7127 N. Green Bay Road	Fax Phone: na	
Milwaukee, WI 53209	Email Address: wbc@candwmilw.com	
Michael McDonagh, Vice Chairman		1994
Attorney | Mallery & Zimmerman	Work Phone: 414-727-6266	
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Karin Gale, C.P.A., Treasurer		2001
Shareholder | Schenck SC	Work Phone: 414-465-5533	
11414 W Park Place, Suite 200	Fax Phone: 414-463-4949	
Milwaukee, WI 53224	Email Address: karin.gale@schencksolutions.com	
Wendy K. Baumann		1994
President/CVO | Wisconsin Women's Business Initiative Corporation	Work Phone: 414-263-5450	
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Partner | Andrea & Orendorff	Work Phone: 262-657-7716	
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Monona, WI 53716	Email Address: laurie.benson@lbunlimited.com	
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Beth Wnuk		
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WWBIC 2014 Southeast Advisory Council Roster

Revised 6/17/2014

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City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Community Health Center, Inc.

Project Title: Renovation to Increase Behavioral Health Capacity and Improve Health Outcomes

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	✓	☐
➢ Create Economic Opportunity	☐	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 172,210.00

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

Name: Mary Coffey

Address: 625 57th Street, Suite 700

Kenosha, WI 53140

Phone Number: 262-764-3608

E-Mail Address: mcoffey@kenoshachc.org

RECEIVED
SEP 30 2014

KCHC Medical Clinic Renovation

Define what the problem is that your application will address.

There is a pressing need for Behavioral Health (BH) services, providers, and space to offer care to Kenosha's low- to moderate-income (LMI) population. Kenosha Community Health Center, Inc. (KCHC) is seeking funds to increase access to services by moving non-provider staff off site and renovating the space vacated into patient care suites; thereby increasing KCHC's ability to see more patients.

Provide objective evidence to illustrate the problem (i.e., how many homeless individuals are there and how long have they been homeless)

Limited Access to BH Services: Kenosha County has a 29,074:1 population to mental health provider ratio. Kenosha County has a 2010 five-year American Community Survey resident population of 160,047 and is 10.5 FTE short of having an ideal population to provider ratio of 10,000:1. Based on this, a population to provider ratio of 29,074:1 (160,047/(160,047/10,000-10.5) is calculated)). KCHC also has a Health Provider Service Area (HPSA) score of 12 (HPSAs are based on a psychiatrist to population ratio of 1:30,000: when there are 30,000 or more people per psychiatrist, an area is eligible to be designated as a mental health HPSA.) Although there are technically nine agencies with psychiatrists in Kenosha County, only five practitioners are full time. Currently, none of these agencies are accepting Medicaid patients. Of the six independent psychiatric services, only three are accepting new patients and two only accept adults in the City of Kenosha. Patients, particularly children, are sometimes referred as far as Milwaukee for care. Kenosha Human Development Services' (KHDS) psychiatrist is currently not accepting new patients. KCHC is their only treatment option for Medicaid residents unable to access private practice psychiatrists.

Need for BH Services: Of the 167,936 individuals in KCHC's Service Area population (including tracts/block groups not over 51% of the FPL), 34% (57,098) individuals experience depression or other mood disorder. (Kenosha County Community Health Survey 2012) Kenosha residents identify 3.8 poor mental health days in the past 30 days. (2014 Kenosha County Health Rankings and Roadmaps). The 2012-2013 County of Kenosha Healthy People 2020 Survey predicted that the average length of inpatient hospital days was expected to rise from 6.4 in 2012 to 10.6 in 2013 because of limited mental health resources and rising number of residents accessing services. The amount of money spent by Kenosha County on psychiatric services has steadily increased from $10,000 in 2010 to an estimated $250,000 by year-end 2013. Kenosha is also expected to see an increase in the number of uninsured patients due to the Affordable Care Act. Wisconsin opted for Medicaid coverage under the federal government and the population between 101-200% of poverty is experiencing a loss of benefits and premiums costs that is predicted to result in 5,400 individuals becoming uninsured.

What is the goal of this project?

KCHC seeks to expand BH access by increasing BH space at its Medical Clinic, which will also support KCHC's recent Health Resources and Services Administration (HRSA) Behavioral Health-Medical Integration Grant (Integration Grant) to fully integrate BH and Medical care and provide psychiatric services online via video conferencing (telepsychiatry).

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

KCHC is a federally-qualified community health center with a mission to provide health care to the underserved. It operates on a sliding fee schedule but no one is denied service based on ability to pay. LMI individuals who cannot access private BH care turn to KCHC. KCHC Case Managers and Referral Coordinators will work with Providers to promote patient visits, decrease no shows, and follow up with patients to ensure adherence to provider orders, all of which improve patient outcomes and health disparities.

Who will benefit from this project?

KCHC's Target Population includes the 13,120 LMI individuals in Census Tracts 7, 8, 9, 10, 10, 11, 12, and 16 but its Service Area Population encompasses the total 18,270 individuals living in those tracts, all of whom may access KCHC's services.

How do you expect to measure the success of the project? List the measurable outcomes of the project.

The impact of expanding BH access will be measured through tracking of unduplicated patients. KCHC had 3,477 BH visits in 2013 and anticipates that number to rise to 3,679 by 2016. Measurable outcomes for this project will align with KCHC's BH Integration Grant:

1. Providing 100% of patients age 12 and over with depression screening (and documented follow up if depression is present) – the completion goal is 75% by 2016;
2. Providing SBIRT (screening, brief intervention, referral to treatment) for 100% of warm hand offs – the completion goal is 75% by 2016;
3. Conducting AUDIT (alcohol use disorders identification test) to all patients age 14 and over (and referral for a score of 8 or greater);
4. Evidenced-based referrals to BH for diabetes mellitus, hypertension, and obesity:

   Diabetes Mellitus: 85% of all children and adolescents with diabetes, and adults with an A1c that is not meeting clinical standards (9 or greater) at two or more visits during a 12-month period will receive an internal referral.

   Hypertension: 75% of adults age 18-85 years of age with at least two medical visits during a 12-month period with a blood pressure reading that is not meeting clinical standards (<140/90) will receive an internal referral.

   Obesity: 85% of children and adolescents age 3-17 years who had at least one medical visit and have a documented BMI outside the normal range, and 80% of adults with a BMI that is not meeting clinical standards (<10-8.5 or >25), will be receive an internal referral.

Where is the project located or where will the project take place?

KCHC's Medical Clinic is located at 4536 22nd Avenue.

Who will be responsible for oversight of this project?

KCHCs Executive Director (Mary Coffey), Chief Financial Officer (Julia Harris Robinson), Chief Compliance Officer (Mark Pellegrino), and Grant Manager (Kathy Bauernfeind) will conduct project oversight.

Why are improvements necessary to the organization and the program services?

KCHC's mission to provide access to all in need remains unfulfilled. While visits have grown exponentially, a gap exists in services available and offered to persons with mental illness. KCHC's response to increasing access is to move non-direct-patient staff from the Medical Clinic to KCHC's Administrative office and renovate the Medical Clinic to increase the number of Medical exam and BH visit rooms.

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

Reduced funding would result in staff functioning in cramped space with less privacy for an already vulnerable population, and would reduce KCHC's ability to meet the increase demand for BH services in the City of Kenosha.

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

Limited space limits the flexibility and efficiencies that optimally move patients through the health system, particularly within KCHC's BH-Medical integration model in which medical and BH providers work in tandem during a patient's visit. Reduced funding would restrict KCHC's ability to meet Kenosha's BH need, resulting in a greater use of community supports and resources.

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

KCHC provides quality, comprehensive behavioral health, medical, dental, and case management services to every person who walks through the door and to whom access is available to safely provide services. As a federally-qualified health center, however, its specific mission is to increase access for the underserved by providing services on a sliding fee scale basis but turning no one away. Renovating KCHC's Medical site would add access to meet Kenosha's pressing BH need and aligns perfectly with our Mission:

"We, the Kenosha Community Health Center, are a nonprofit organization ***offering to the underserved*** citizens of Kenosha County comprehensive healthcare which enables our patients to maintain their well-being by ***addressing health disparities*** and providing ***access for all***."

In 2013, KCHC provided 76,464 Medical, Dental, Behavioral Health, and Enabling Services encounters to 21,355 unduplicated individuals.

Outcome Statement

An additional 202 unduplicated KCHC patients, and 120 unduplicated and uninsured KHDS clients, will have access to behavioral health, medical, and dental services.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 18,270

   e) What is the percentage of low and moderate income beneficiaries? 71%

   f) Does this project primarily benefit any specialized population such as:

   X Disabled X Homeless
   X Elderly LMI Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☑	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

4. **Facilities Project:**

	Yes	No
a) Have you obtained at least three written ***estimates*** (not bids)? If Yes, attach. If No, please explain why not obtained.	☐	☑

We have received one estimate and are obtaining two more.

b) Is the proposed project contained in:

Consolidated Plan	☑	☐
Neighborhood Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Area Plan	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment B.)	☑	☐
c) Have you retained the services of a consultant? If yes, check appropriate box:	☑	☐

☐ Engineer ☐ Landscape Architect
☑ Architect ☐ Planner

d) Do you have completed plans?	☑	☐
e) Do you have completed bid documents?	☐	☑
f) Will a review of your project be required by:		
Neighborhood Services & Inspections	☑	☐
City Plan Commission	☐	☑
Zoning Board of Appeals	☐	☑
Other (specify) _____	☐	☑

g) Who will be responsible for the oversight of this project?

Please see Narrative.

h) Why are improvements necessary to the organization and the program services?

Please see Narrative.

NOTE:

A LIEN WILL BE PLACED ON REAL PROPERTY THAT IS IMPROVED WITH THE USE OF CDBG FUNDS. SUCH LIEN SHALL REMAIN UNTIL THE PROPERTY IS SOLD BY THE AGENCY RECEIVING CDBG ASSISTANCE.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

b) Describe the impact of the proposed project on these buildings or districts.

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

b) Describe the impact of the proposed project on the locally designated buildings.

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$172,210.00
Source: KCHC (contribution)	$126,850.50
Source: HRSA/Behavioral Health (staffing)	$250,000.00
Source: HRSA/Behavioral Health Revenue	$127,987.00
Source: HRSA/Patient Centered Medical Home-renovate Medical-Dental	$250,000.00
Source: HRSA/Expanded Services (staff to service PCMH)	$245,054.00
Source: HRSA/330 (support Provider staff)	$1,062,509.20
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$2,062,400.70
TOTAL REVENUE:	$2,234,610.70

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Construction	$172,210.00	$176,356.00	$348,566.00
Expense: Personnel		$1,471,509.2	$1,471,509.20
Expense: Fringe		$95,720.00	$95,720.00
Expense: Travel		$17,817.00	$17,817.00
Expense: Equipment		$134,279.00	$134,279.00
Expense: Supplies		$10,204.00	$10,204.00
Expense: Contractual		$66,515.50	$66,515.50
Expense: Other		$39,600.00	$39,600.00
Expense: Lease		$50,400.00	$50,400.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$172,210.00	$2,062,400.7	$2,234,610.70

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

Section 5: Budget Continued

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

   Please see Narrative.

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

   Please see Narrative.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

Please see Narrative.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 2008
- [x] Current Agency Plan; date of Plan Feb. 2013
- [x] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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
- [x] Site Plan/Schematic Design
- [x] Cost Estimates

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

Mary M. Coffey	09/30/14
Signature of Authorizing Official	Date
Mary Coffey, Executive Director	262-764-3608
Typed Name and Title of Authorizing Official	Phone
Julia Harris Robinson	09/30/2014
Signature of Authorizing Official	Date
Julia Harris Robinson, Chief Financial Officer	262-764-3607
Typed Name and Title of Authorizing Official	Phone

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

KENOSHA COMMUNITY HEALTH CENTER, INC.
STRATEGIC PLAN FY 2013-FY 2015 (MARCH 2012-FEBRUARY 2015)

Overarching vision is that KCHC is engaged in a demonstration project to show that KCHC can provide high quality cost effective healthcare access to an underserved population while reducing health disparities. KCHC will do it with quality healthcare professionals and support staff utilizing state of the art facilities and equipment. All of this can only be achieved through a sustainable business model.

Mission and Vision Statement

Mission Statement

We, the Kenosha Community Health Center (KCHC), are a nonprofit organization offering to the underserved citizens of Kenosha County comprehensive healthcare which enables our patients to maintain their well-being by addressing health disparities and providing access for all.

Vision

KCHC will be seen by the community as a primary health advisor for our patients that adds to their quality of life through health education, prevention and maintenance. The staff will see KCHC as a work place of choice that allows for staff development, teamwork and flexibility to optimize cost effective performance with quality health services to ensure continued financial stability.

2. Values

KCHC values:

- Principles of Integrity that include honesty, trust, compassion, respect, dedication, and accountability.
- Client participation in personal health care decisions.
- Culture of internal and external customer service.
- A professional, caring, and safe environment for clients and staff.
- Fully actualized and satisfied staff and volunteers.
- Providing care to clients regardless of ability to pay.
- Wellness and prevention programs to improve health care status.
- Strategic community partnerships.
- Financial sustainability and responsible stewardship of its programs.

FOUR CORNERSTONES OF KCHC'S STRATEGIC PLAN

- GROWTH
  - Grow into capacity of current and new operation
    - Increase unique Medicaid patients
    - Increase unique Uninsured patients
  - Annual percentage increase of patients using medical and dental services during each year of this strategic plan
  - Continued expansion of integrated behavioral health
  - Comprehensive Technology integrated across growth initiatives
  - Establish programming for community center by end of FY 2013
  - Establish Medical School Based Health Care in 2 KUSD Elementary Schools as well as Chavez Learning Center by end of FY 2013
  - Increase annual participation and sustainability contribution of Medical School Based Health Care in 2 KUSD Elementary Schools as well as Chavez Learning Center during FY 2014 and FY 2015
  - Increase annual participation and sustainability contribution of Dental School Based Health Care during each year of this strategic plan

- PATIENT RELEVANCE
  - Electronic Records implemented as measured by successfully achievement of different levels of meaningful use in FY 2013, 2014, 2015
  - Patient Center Health Care Home certification obtained by end of FY 2014
  - Accreditation by a national organization that confirms KCHC meeting nationally recognized healthcare clinic standards by 2015
  - Demonstrate high quality of patient care through meeting or exceeding a measured comprehensive list of clinical, operational and fiscal metrics
  - Continued expansion of relationships with Medicaid payers
  - Transformational programming created that improves quality and/or access
    - Group care
      - Diabetic care
    - CHC required services for initial access to care for uninsured

- HUMAN CAPITAL
  - Staff development plan implemented by end of FY 2013 that positively impacts:
    - Retention
    - Training
    - Orientation
      - Company specific
      - Job specific
    - Specialization in skill development
    - Training and Compliance using Technology as tool
  - Staff recruitment plan implemented by end of FY 2013
  - Development of a Culture continued throughout strategic planning period of:
    - Accountability
    - Every employee provides patient care
    - Employer and Employee of choice
    - Technological advancement throughout operations

- SUSTAINABILITY
  - Develop sustainability budgeting process throughout strategic planning period
  - Establish key performance indicators that determine Clinical, Financial and Operational success of KCHC throughout FY 2013
  - Payer mix strategy continually refined and implemented throughout strategic planning period
  - Revenue cycle initiatives continually refined and implemented throughout strategic planning period
  - Federal and State compliance maintain throughout strategic planning period
  - Annual Independent audit confirms financial strength and soundness of KCHC's internal processes
  - Continued Technology integration to support sustainability initiatives

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

Mission Statement
September 25, 2014

We, the Kenosha Community Health Center, are a nonprofit organization offering to the underserved citizens of Kenosha County comprehensive healthcare which enables our patients to maintain their well-being by addressing health disparities and providing access for all.

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

Kenosha Community Health Center, Inc.
Community Development Block Grant
Board of Directors Resolution No. .003

To expand Behavioral Health access points to Kenosha's underserved, the Kenosha Community Health Center, Inc. (KCHC) is requesting $172,210.00 to conduct renovations at its Medical Clinic. The KCHC Board of Directors resolves to endorse KCHC's Community Development Block Grant application.

Board Signature: _____
Shebaniah Muhammad, President

Approval Date: 9-24-14

KCHC
Kenosha Community Health Center, Inc.

FY 2015 Board of Directors

Shebaniah Muhammad (President)
7114 – 23rd Avenue
Kenosha, WI 53143
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(262) 412-8796 Cell
smuhamma@kusd.edu
shebaniah@yahoo.com
Committee: Personnel, Governance & Executive

Nicole Bardwell (Vice President)
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Committee: Finance

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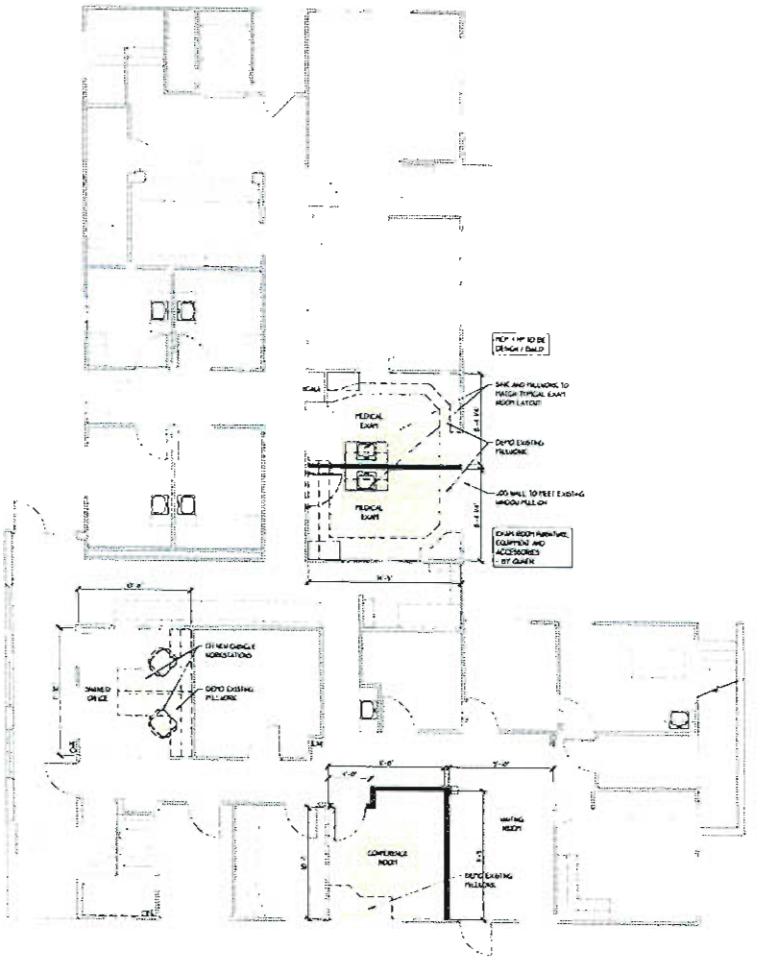
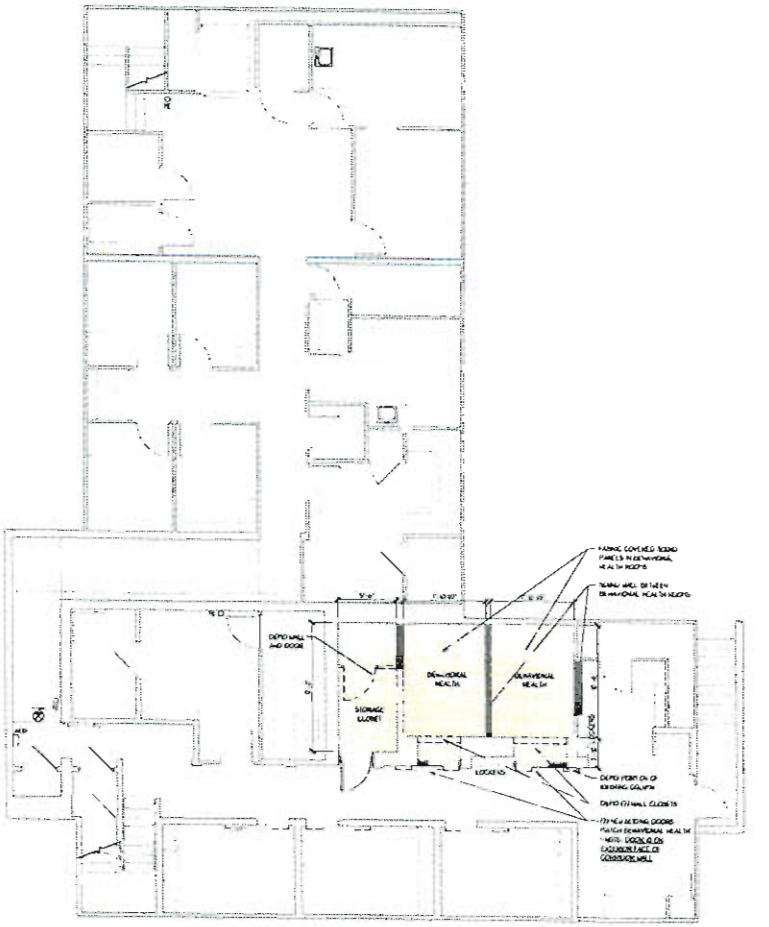
Committee: Quality (Chair)

Updated 09/24/14



1 A1 PROPOSED UPPER LEVEL FLOOR PLAN
3/16" = 1'-0"



2 A1 PROPOSED LOWER LEVEL FLOOR PLAN
3/16" = 1'-0"

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KCHC MEDICAL 2014 RENOVATIONS
4535 22nd Avenue, Kenosha, Wisconsin
PROPOSED FLOOR PLANS

PartnersinDesign
A R C H I T E C T S

PROJECT NO. 5943.000
DRAWN BY: DAC
CHECKED BY: MAM
DATE: 09.18.14
SHEET NO. A1

RILEY
CONSTRUCTION

Kenosha Community Health Center
Medical Renovation
Kenosha, WI

Conceptual Phase
September 23, 2014

Overall Project Costs

	Description		Amount
Construction			
	Construction Budget	$	133,039
15.0%	Contingency	$	19,956
	Subtotal	**$**	**152,995**
Insurance			
	Builders Risk Insurance		In Fee
	General Liability Insurance		In Fee
	Subtotal	**$**	**152,995**
Fees			
7.0%	Const. Mngmt / Gen. Contractor Fee	$	10,710
	Preconstruction Services		In Fee
0.0%	A/E Fee	$	-
	Subtotal	**$**	**163,704**
Bonds			
	SubGuard (1% on Subcontracts)	$	750
	Total Direct Construction Costs	**$**	**164,454**
Allowances for Owner Costs			
3.5%	A/E Fee	$	5,756
	A/E Reimbursables	$	2,000
	Property Surveys	$	-
	Geotechnical & Materials Testing	$	-
	Bid Document Reproductions	$	-
	Utility Charges	$	-
	Hazardous Materials Survey & Testing	$	-
	Hazardous Materials Abatement	$	-
	Land Cost	$	-
	Security System	$	-
	Audio Visual System	$	-
	Telephone/Communication Equipment	$	-
	Computer Systems	$	-
	Furnishings	$	-
	Special Equipment (Radio Equipment)	$	-
	Tax Savings on Owner Direct Purchases	$	-
	Legal Fees	$	-
	Financing Costs	$	-
	Moving Expenses	$	-
	Owner Contingency	$	-
Total Project Cost		$	172,210

Total Gross Square Feet **800**

RILEY
CONSTRUCTION

Kenosha Community Health Center
Medical Renovation
Kenosha, WI

Conceptual Phase
September 23, 2014

MasterFormat Divisonal Summary

MasterFormat Division		Subtotal
DIVISION 01 - GENERAL CONDITIONS	$	25,748
DIVISION 02 - SITE CONSTRUCTION	$	8,434
DIVISION 06 - WOOD AND PLASTICS	$	15,903
DIVISION 07 - THERMAL AND MOISTURE PROTECTION	$	1,500
DIVISION 08 - DOORS AND WINDOWS	$	10,435
DIVISION 09 - FINISHES	$	30,519
DIVISION 12 - FURNISHINGS	$	-
DIVISION 15 - MECHANICAL	$	26,000
DIVISION 16 - ELECTRICAL	$	14,500
Construction Budget	$	133,039

Total Gross Square Feet 800

RILEY
CONSTRUCTION

Kenosha Community Health Center
Medical Renovation
Kenosha, WI

Conceptual Phase
September 23, 2014

MasterFormat Detailed Estimate

Div	Title	Item	Qty	Unit	$/Unit	Subtotal	Section Subtotal	Division Subtotal
	Glass & Glazing						$ 4,000	
		Sliding Door Glazing Allowance	1	allow	$ 4,000.00	$ 4,000		
DIVISION 09 - FINISHES								$ 30,519
	Drywall						$ 15,653	
		Metal Stud/Drywall Partitions (2 Sided)	759	sf	$ 10.00	$ 7,590		
		Drywall Ceiling	300	sf	$ 15.00	$ 4,500		
		Drywall Patching	9	ea	$ 395.84	$ 3,563		
	Acoustical Ceilings						$ 3,500	
		Acoustical Ceiling	500	sf	$ 5.00	$ 2,500		
		Remove & Reinstall Ceiling	1	ls	$ 1,000.00	$ 1,000		
	Carpet & Resilient Flooring						$ 7,223	
		Carpeting	52	sy	$ 45.00	$ 2,345		
		Vinyl Base	226	lf	$ 3.00	$ 678		
		Sheet Vinyl	331	sf	$ 9.06	$ 3,000		
		Flooring Prep	800	sf	$ 1.50	$ 1,200		
	Painting / Wallcovering						$ 4,144	
		Paint Interior Drywall Walls	2,655	sf	$ 1.25	$ 3,319		
		Paint Drywall Ceilings	300	sf	$ 2.00	$ 600		
		Paint Door Frames	3	ea	$ 75.00	$ 225		
DIVISION 12 - FURNISHINGS								$ -
	Office Furniture						$ -	
		Not Included	0	ls	By Owner	$ -		
DIVISION 15 - MECHANICAL								$ 26,000
	Fire Protection						$ -	
		Not Included	0	ls	No Ext'g FP	$ -		
	Plumbing						$ 10,000	
		Plumbing	800	sf	$ 12.50	$ 10,000		
	HVAC						$ 16,000	
		HVAC	800	sf	$ 20.00	$ 16,000		
DIVISION 16 - ELECTRICAL								$ 14,500
	Electrical						$ 14,500	
		Electrical	800	sf	$ 18.13	$ 14,500		
Project Area Total						**$ 133,039**	**$ 133,039**	**$ 133,039**

RILEY
CONSTRUCTION

Kenosha Community Health Center
Medical Renovation
Kenosha, WI

Conceptual Phase
September 23, 2014

MasterFormat Detailed Estimate

Div	Title	Item	Qty	Unit	$/Unit	Subtotal	Section Subtotal	Division Subtotal
DIVISION 01 - GENERAL CONDITIONS								$ 25,748
	General Conditions						$ 25,748	
		Superintendent	26	hr	$ 93.00	$ 2,416		
		Assistant Superintendant	130	hr	$ 86.46	$ 11,231		
		Project Coordinator	32	hr	$ 32.00	$ 1,039		
		Project ID & Signs	1	ls	$ 250.00	$ 250		
		Cell Phone	156	hr	$ 0.35	$ 55		
		General Office Equipment	2	mo	$ 125.00	$ 188		
		Dumpsters	7	ea	$ 400.00	$ 2,800		
		Final Cleaning	800	sf	$ 0.45	$ 360		
		Superintendant Vehicle Expense	156	hrs	$ 7.50	$ 1,169		
		Blueprint Reproduction	3	sets	$ 150.00	$ 450		
		Permit Fees	800	sf	$ 1.50	$ 1,200		
		Temporary Partitions	440	sf	$ 6.75	$ 2,970		
		HEPA Filters	2	mo	$ 1,080.00	$ 1,620		
		General Clean Up (By Assist Super)	0	hrs	$ 86.46	$ -		
DIVISION 02 - SITE CONSTRUCTION								$ 8,434
	Selective Demolition						$ 8,434	
		Demo Acoustical Ceilings	800	sf	$ 1.33	$ 1,065		
		Demo Doors	2	ea	$ 49.93	$ 100		
		Demo Flooring	800	sf	$ 2.00	$ 1,598		
		Demo Walls	66	sf	$ 2.22	$ 146		
		Demo Walls @ New Door	32	sf	$ 4.44	$ 142		
		Demo Door Frames	2	ea	$ 99.86	$ 200		
		Demo Base Cabinet	53	lf	$ 19.97	$ 1,059		
		Demo Upper Cabinet	54	lf	$ 19.97	$ 1,079		
		Demo Countertop	65	lf	$ 9.99	$ 649		
		Misc Demolition	1	ls	$ 2,396.67	$ 2,397		
DIVISION 06 - WOOD AND PLASTICS								$ 15,903
	Millwork						$ 7,345	
		Furnish Base Cabinets (Plam)	14	lf	$ 226.88	$ 3,176		
		Furnish Upper Cabinets (Plam)	8	lf	$ 171.88	$ 1,375		
		Furnish Countertops (Solid Surface)	14	lf	$ 121.00	$ 1,694		
		Furnish Misc Trim	1	ls	$ 1,100.00	$ 1,100		
	Carpentry						$ 8,558	
		Interior Wall Blocking	80	lf	$ 10.40	$ 832		
		Install Countertop	14	lf	$ 33.96	$ 475		
		Install Base Cabinets	14	lf	$ 38.68	$ 542		
		Install Upper Cabinets	8	lf	$ 37.99	$ 304		
		Install HM Door Frames	3	ea	$ 80.85	$ 243		
		Install Wood / HM Doors	3	ea	$ 80.85	$ 243		
		Install Door Hardware Sets	3	ea	$ 242.55	$ 728		
		Install Sliding Door Assembly	2	ea	$ 799.89	$ 1,598		
		Install Misc Accessories	1	ls	$ 399.45	$ 399		
		Misc Carpentry	1	ls	$ 3,195.56	$ 3,196		
DIVISION 07 - THERMAL AND MOISTURE PROTECTION								$ 1,500
	Joint Sealers						$ 1,500	
		Sealants & Caulking	1	ls	$ 1,500.00	$ 1,500		
DIVISION 08 - DOORS AND WINDOWS								$ 10,435
	Doors, Frames & Hardware						$ 6,435	
		Furnish Door/Frame/Hardware	3	ea	$ 1,045.00	$ 3,135		
		Furnish Sliding Doors (Incl Glass)	2	ea	$ 1,650.00	$ 3,300		

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

Organizational Experience and Expertise

KCHC has been providing uninterrupted medical, behavioral health and dental care for the uninsured and underinsured populations since its inception. With clinical sites located strategically in the target area, KCHC provides health services in convenient and accessible locations. In 2013, KCHC provided 76,464 Medical, Dental, Behavioral Health, and Enabling Services encounters to 21,355 unduplicated individuals.

KCHC has experienced enormous growth since opening its doors in 1994. From 2007 through 2013 total unduplicated patients has increased 235.5%; medical visits increased 88%; dental visits increased 432.9% and mental health visits increased 1223.5%.

Capital Link (a national, non-profit organization that works with health centers) assessed KCHC's 2013 economic impact on the Kenosha community:

-KCHC services to 21,355 unduplicated patients resulted in $27 million annual cost savings to the health care system

-KCHC directly supported 125 full-time jobs and indirectly supported 46 jobs, resulting in a total economic impact of $12,185,248 and $5,192,874 respectively

-KCHC contributed approximately $.8 million in State/Local and $1.6 million in federal tax revenue

KCHC has greatly improved its quality of healthcare indicators/health outcomes and continues to work towards improving its outcomes as evident below wherein it exceeds Wisconsin state outcomes in nine 9 of the 14 indicators and the Nation in 10 of the 14 indicators.

KCHC exceeds Healthy People 2020 goals in four (4) clinical measures.

KCHC earned three-year PCMH Level III recognition in 2013.

KCHC has been deemed and remains covered under FTCA since 1994. KCHC has never lost coverage under FTCA since the beginning of its eligibility for the FTCA program.

KCHC remains in compliance with 330 regulations and has no conditions placed on its grant.

KCHC is open six days per week with evening and Saturday hours.

KCHC offers 340B drug pricing.

KCHC has extensive local collaborations.

KCHC has six Certified Application Counselors (ACA) and has been designated a CAC site.

KCHC has achieved Meaningful Use attestation from the Centers for Medicare & Medicaid Services' electronic health record program.

KCHC has a fully-implemented QI/QA plan.

KCHC's Executive Director, Mary Coffey, brings more than 25 years of clinical and management experience, serving as Chief Executive Officer of a Federally Qualified Health Center in Illinois, and as an Independent Consultant providing regulatory compliance assistance to the Bureau of Primary Health Care, a part of the Health Resources and Service Administration (HRSA) of the United States Department of Health and Human Services.

KCHC's Chief Financial Officer, Julia Harris Robinson, in a CPA with 30 years of accounting experience in the private and public sectors, 12 of which are in health care. Before joining KCHC, Ms. Harris Robinson was the CFO for Milwaukee Health Services.

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Community Health Center, Inc.

Project Title: Health Resources to Improve Patient Health Outcomes in Kenosha's LMI Population

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	✓	☐
➢ Create Economic Opportunity	☐	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 25,000.00

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

Name: Mary Coffey

Address: 625 57th Street, Suite 700

Kenosha, WI 53140

Phone Number: 262-764-3608

E-Mail Address: mcoffey@kenoshachc.org

RECEIVED
SEP 30 2014

KCHC Telepsychiatry and Voucher Resources

Define what the problem is that your application will address

There is a pressing need for Behavioral Health (BH) services and a lack of BH providers for Kenosha's low- to moderate-income (LMI) population. There are also monetary barriers to the resources needed to access Medical and Dental services for the LMI population. Kenosha Community Health Center, Inc. (KCHC) is seeking to provide telepsychiatry services and clinical services (medical, dental, behavioral health, lab, and pharmacy), as well as travel to KCHC sites via vouchers to meet the varying but real needs of the LMI population.

Provide objective evidence to illustrate the problem (i.e., how many homeless individuals are there and how long have they been homeless)

BH Need – Kenosha and Kenosha Human Development Services (KHDS): Of the 167,936 individuals in KCHC's Service Area population (including tracts/block groups not over 51% of the FPL), 34% (57,098) individuals experience depression or other mood disorder. (Kenosha County Community Health Survey 2012) Kenosha residents identify 3.8 poor mental health days in the past 30 days. (2014 Kenosha County Health Rankings and Roadmaps). The 2012-2013 County of Kenosha Healthy People 2020 Survey predicted that the average length of inpatient hospital days was expected to rise from 6.4 in 2012 to 10.6 in 2013 because of limited mental health resources and rising number of resident accessing services. The amount of money spent by Kenosha County on psychiatric services has steadily increased from $10,000 in 2010 to an estimated $250,000 by year-end 2013. In the first eight months of 2014, 495 KHDS clients (the majority of whom have Medicaid or no insurance) called KHDS for help with psychiatric services; 259 called for counseling.

Limited Access to BH Services: Kenosha County has a 29,074:1 population to mental health provider ratio (Kenosha County has a 2010 five-year American Community Survey resident population of 160,047 and is 10.5 FTE short of having a population to provide ratio of 10,000:1. Based on this, a population to provider ratio of 29,074:1 (160,047/(160,047/10,000-10.5) is calculated)). KCHC also has a Health Provider Service Area (HPSA) score of 12 (HPSAs are based on a psychiatrist to population ratio of 1:30,000. When there are 30,000 or more people per psychiatrist, an area is eligible to be designated as a mental health HPSA.) Although there are technically nine agencies offering psychiatrists in Kenosha County, only five are full time. Currently, none of these agencies are accepting Medicaid patients. Of the six independent psychiatric services, only three are accepting new patients and two only accept adults in the City of Kenosha. Patients, particularly children, are sometimes referred as far as Milwaukee for care. If Medicaid residents cannot access private practice, KCHC is their only treatment option. Presently, KCHC does not offer psychiatric services and there are only two psychiatrists practicing in the City of Kenosha. KHDS' psychiatrist is currently not accepting new patients. The significance of not having this resource is that the psychiatrist is the prescriber of medication. Without this resource, community members are left untreated leading to a host of social-economic woes.

Homeless Need - The Shalom Center: In April 2014, the Shalom Center had 50 families on a wait list. In 2013, its pantry provided meals to more than 10,000 households, its soup kitchen served more than 40,000 hot meals, and in 2013 760 people (adult and children) were temporarily housed overnight at local churches. The 2010 Kenosha Racine Needs Assessment reported that providers of homeless

services estimate there are at least 2,000 homeless individuals in Kenosha. NAMI reports that 46% of homeless adults staying in shelters live with serious mental illness and substance abuse disorders. Providing medical, dental, lab, pharmacy, and travel vouchers will position KCHC to directly impact Kenosha's homeless population, for whom a shelter could potentially be located directly east of the Dental Clinic. KCHC was awarded funding through HRSA to convert unused dental operatories to medical and behavioral health suites to accommodate the opening of the proposed homeless shelter. Along with this capital funding HRSA also awarded funding to staff the clinics to ensure access. Until such time as the shelter is approved, KCHC has an obligation to find resources to ensure the LMI population is able to access services either through transportation and/or service fee write offs. KCHC presently provides $1.9 million of services via sliding fees and fee write offs for medical, dental and behavioral health services.

Medical, Dental, Lab, Pharmacy, and Travel Voucher Need:

Medical and Dental Need: Kenosha County is a Medically Underserved Population (MUA) area. Seventy-two percent (13,120) of 18,270 individuals residing in Census Tracts 7-12 and 16 are LMI. KCHC is also engaged in a Baxter Foundation grant to provide health services for KHDS patients. In the first eight months of 2014, KHDS received calls from 307 clients for health related requests. Kenosha is also expected to see an increase in the number of uninsured patients due to the Affordable Care Act. Because WI opted for Medicaid coverage under the federal government, the population between 101-200% of poverty is experiencing a loss of benefits and premiums costs which could result in 5,400 individuals becoming uninsured. The veteran population in Kenosha County as of 2012 is 7% (11,714); between 2010-2012, KCHC experienced a 26% increase in services to veterans (Uniform Data System 2012).

Lab: KCHC contracts and maintains a close relationship with Quest Diagnostics. Implementing a voucher program with Quest will provide a resource to rule out a medical condition creating and/or impacting a mental health illness.

Pharmacy: KCHC's Patient Assistance Program operates to provide medications for the underserved but funding will significantly expand the program. In the first eight months of 2014, KHDS received 492 calls for medication assistance. Unfortunately, KHDS has lost their medication funding source. KCHC has a relationship with Greater Milwaukee Business Health for medication assistance that has between2008-2013 served 441 patients with assistance totaling $638,150. In spite of this funding source, many patients are not eligible and go without needed prescriptions required to manage their health and behavioral health needs.

Transportation: Public transportation in Kenosha is available, but with limited routes. Taxi service rates for a five-mile trip average $10. As many patients are uninsured or underinsured, they face challenges getting to their medical, dental, and BH appointments. In the first eight months of 2014, KDHS received 186 calls for transportation to a medical, dental or behavioral health appointment. The availability to provide vouchers will reduce appointment no shows and enhance the provider/patient ability to improve health outcomes. For patients needing specialized transportation because of medical conditions or durable medical equipment, a contract could be negotiated with the Kenosha Achievement Center, whose van lines support that patient population.

What is the goal of this project?

KCHC seeks to expand BH services by providing telepsychiatry and increase access to a personal physician who will direct the medical, dental and behavioral health care either directly or through referrals to other qualified providers through the provision of vouchers for medical, dental, behavioral health, lab, pharmacy, and travel. Offering these resources will envelope those in need with the comprehensive supports necessary to achieve the ultimate goal of sustained health.

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

KCHC is a federally-qualified community health center whose mission is to provide health care to the underserved. It operates on a sliding fee schedule but no one is denied services based on ability to pay. The availability of telepsychiatry services and medical, dental, lab, pharmacy, and travel vouchers will provide LMI individuals with access to care and with the fundamental elements of achieving individual health and improving health outcomes in Kenosha.

Who will benefit from this project?

KCHC's Target Population includes the 13,120 LMI individuals in Census Tracts 7, 8, 9, 10, 10, 11, 12, and 16 but its Service Area Population encompasses the total 18,270 individuals living in those tracts. KHDS and Shalom Center clients will be a primary focus for outreach and service.

How do you expect to measure the success of the project? List the measurable outcomes of the project.

Funding will provide:

Labs	40 at $30 = $1,200	(40 persons will have access to a $30 voucher for the purpose of having lab values checked to rule out medical conditions causing or affecting their mental health)
Transport	60 at $5 = $ 300	(60 persons will have access to a $5 voucher for transport to a KCHC Clinic)
Pharmacy	40 at $75 = $3,000	(40 persons will have access to a $75 voucher -the average cost of a psychotropic medication)
Dental	50 at $192 = $9,600	(50 persons will have access to a $192 voucher for dental services)
Medical	70 at $70 = $4,900	(70 persons will have access to a $70 voucher for medical services)
Telepsychiatry	30 at $200 = $6,000	(30 persons will have access to telepsychiatry services for prescribing medications to control/curtail their diagnosed mental health condition)

The successful provision of each will be measured through fiscal accounting practice. KCHC Case Managers, already working in partnership with KHDS through Baxter Foundation (Baxter) funding, coordinate all referrals to track patient follow up and adherence to provider orders.

Where is the project located or where will the project take place?

Telepsychiatry services will be offered at KCHC's Medical Clinic at 4536 22nd Avenue. Vouchers will be available to patients at KCHC's Medical Clinic, and its Dental and Community Center Clinics (6226 14th Avenue and 1330 52nd Street).

What services does your Agency provide?

KCHC provides a full range of comprehensive primary care services including adult medicine, pediatrics, dental, obstetrics and gynecology, behavioral health, and case management services through 7.6 FTE Medical providers, 22.7 FTE dental providers, 3.9 FTE behavioral health providers, and 2 FTE case managers.

How will this project relate to these services?

The addition of telepsychiatry will complete KCHC's BH therapist-psychiatrist service spectrum through the addition of a physician service to prescribe medication. Telepsychiatry visits for the LMI will be timecard documented. KCHC is also engaged in a grant with the Baxter Foundation to increase access to medical and dental services to KHDS clients with severe mental illness through the partial support of case manager salaries. The case managers will coordinate the prescribed services with the patient and providers by tracking their compliance with clinical visits and following provider orders. Medical, dental, lab, pharmacy, and travel vouchers will remove the varying barriers that prevent KHDS clients from accessing needed services.

Explain your plan to identify clients for this service.

Approximately 850 KHDS and Shalom Center clients will be the focus for outreach. KCHC will identify KHDS patients through its Baxter work and partnership with Byron Wright and through its partnership with Fran Hansen at the Shalom Center.

Other information you wish to provide regarding the status of the project.

KCHC is a recognized Level III (the highest) Patient Centered Medical Home (PCMH). A PCMH is a team-based health care delivery model led by physicians that provides comprehensive and continuous medical care to patients with the goal of obtaining maximized health outcomes. The provision of a medical home allows better access to health care, increased satisfaction, improved health in a cost effective manner. Adding telepsychiatry and being able to offer medical, dental, lab, pharmacy, and travel vouchers will raise KCHC's ability to provide the highest level of patient-centered, wraparound care.

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

Reduced funding will necessitate a reallocation of the funding request categories.

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

Yes. Reduced funding will result in fewer patients being served.

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

KCHC's provides quality, comprehensive behavioral health, medical, dental, and case management services to every person who walks through the door and for whom access is available to safely provide services. As a federally-qualified health center, however, its specific mission is to serve as a safety net for the underserved – providing services on a sliding fee scale basis but turning no one away for inability to pay. Funding to provide telepsychiatry and vouchers aligns perfectly with our Mission:

"We, the Kenosha Community Health Center, are a nonprofit organization ***offering to the underserved citizens*** of Kenosha County comprehensive healthcare which enables our patients to maintain their well-being by ***addressing health disparities*** and ***providing access for all***."

In spite of KCHC's efforts to seek and its funding successes, KCHC's mission of providing access for all remains unmet. In 2013, KCHC provided 76,464 Medical, Dental, Behavioral Health, and Enabling Services encounters to 21,355 unduplicated individuals.

Outcome Statement

18,270 Kenosha individuals (13,120 of whom are low- and moderate-income and approximately 850 of whom are served by KHDS and the Shalom Center) will have expanded access to psychiatric care and increased access to health care services at KCHC's Medical, Dental, and Community Center Clinics and at local pharmacies and labs.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit **all** the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 18,270

   e) What is the percentage of low and moderate income beneficiaries? 71%

   f) Does this project primarily benefit any specialized population such as:

   x Disabled x Homeless
   x Elderly x Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✓	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

Please see Narrative.

b) How will this project relate to these services?

Please see Narrative.

	Yes	No
c) Is the proposed project contained in:		
Consolidated Plan	✓	
Neighborhood Revitalization Strategy Area		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		✓
d) Is your project a continuation of a current activity?		✓
e) Is your project an expansion of a current activity?		✓
f) Have you received CDBG funding previously to operate this service?	✓	

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

Year	$ Award	Year	$ Award	Year	$ Award
2008	$192,130.00	2009	$86,000.00	2011	$52,285.00
				2011	$52,285.00

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

l) When will the project be implemented? 01/01/15 (mm/yy)

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

Please see Narrative.

n) Number of (UNDUPLICATED) clients to be served by this activity. 120

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

Please see Narrative.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$25,000.00
Source: HRSA/Behavioral Health (staffing)	$250,000.00
Source: HRSA/Behavioral Health Revenue	$127,987.00
Source: HRSA/Patient Centered Medical Home-renovate Medical-Dental	$250,000.00
Source: HRSA/Expanded Services (staff to service PCMH)	$245,054.00
Source: HRSA/330 (support Provider staff)	$1,062,509.20
Source: Baxter Foundation (Case Managers)	$33,134.51
Source: KCHC contribution	$126,850.50
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$2,095,535.21
TOTAL REVENUE:	$2,120,535.21

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Labs (40/$30)	$1,200.00		$1,200.00
Expense: Transportation (60/$5)	$300.00		$300.00
Expense: Pharmacy (40/$75)	$3,000.00		$3,000.00
Expense: Dental (50/$192)	$9,600.00		$9,600.00
Expense: Medical (70/$70)	$4,900.00		$4,900.00
Expense: Telepsychiatry (30/$200)	$6,000.00		$6,000.00
Expense: Personnel and Fringe		$1,600,363.71	$1,600,363.71
Expense: Travel		$17,817.00	$17,817.00
Expense: Equipment		$134,279.00	$134,279.00
Expense: Construction		$176,356.00	$176,356.00
Expense: Lease		$50,400.00	$50,400.00
Expense: Contractual		$66,515.50	$66,515.50
Expense: Other		$49,804.00	$49,804.00
TOTAL EXPENSES:	$25,000.00	$2,095,535.21	$2,120,535.21

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

Section 5: Budget Continued

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

   Please see Narrative.

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

   Please see Narrative.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

Please see Narrative.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 2008
- [x] Current Agency Plan; date of Plan Feb. 2013
- [x] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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
- [x] 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.)***

Mary L. Coffey	09/30/14
Signature of Authorizing Official	Date
Mary Coffey, Executive Director	262-764-3608
Typed Name and Title of Authorizing Official	Phone
Julia Harris Robinson	09/30/14
Signature of Authorizing Official	Date
Julia Harris Robinson, Chief Financial Officer	262-764-3607
Typed Name and Title of Authorizing Official	Phone

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

Kenosha Community Health Center, Inc.
Community Development Block Grant
Board of Directors Resolution No. .004

To expand psychiatric care and increase access to health services for Kenosha's underserved, the Kenosha Community Health Center, Inc. (KCHC) is requesting $25,000.00 to contract for telepsychiatry, and provide pharmacy, lab, travel, medical, dental, and behavioral health vouchers. The KCHC Board of Directors resolves to endorse KCHC's Community Development Block Grant application.

Board Signature: _____
Shebaniah Muhammad, President

Approval Date: 9-24-14

KCHC
KENOSHA COMMUNITY
HEALTH CENTER, INC.

Mission Statement
September 25, 2014

We, the Kenosha Community Health Center, are a nonprofit organization offering to the underserved citizens of Kenosha County comprehensive healthcare which enables our patients to maintain their well-being by addressing health disparities and providing access for all.

KCHC
Kenosha Community Health Center, Inc.

FY 2015 Board of Directors

Shebaniah Muhammad (President)
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shebaniah@yahoo.com
Committee: Personnel, Governance & Executive

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blrobrts@hotmail.com
Committee: Governance (Chair)

Roxane Rohani
7816 29th Avenue
Kenosha, WI 53143
No Home Phone
(262) 331-0360 Cell
roxane.rohani@gmail.com
Committee: Quality (Chair)

Updated 09/24/14

HE BAXTER
NTERNATIONAL
OUNDATION

August 20, 2012

Tim Mahone
Director of Community Engagement
Kenosha Community Health Center, Inc
4536 22nd Avenue
Kenosha, WI 53140

Dear Mr. Mahone:

I am pleased to inform you that at its last meeting the Board of Directors of The Baxter International Foundation ("Foundation") approved a grant to Kenosha Community Health Center, Inc. in the amount of $100,000 USD to support the hiring of two case managers for the local non-profit agency providing Mental Health services for the mentally ill (Kenosha Human Development Service) so that this population can access primary medical and dental care services and receive personalized care needed for compliance as described in your proposal. In order to receive our check, we ask that you send back to us a countersigned copy of this letter. To gain release of the check, please advise us when the new staff covered in the grant is hired and also please send a copy of the resume of the new employees.

The grant funds will be paid as follows provided your organization is in compliance with the terms and conditions of this letter at the time of the scheduled payment:

AMOUNT	PAYABLE AFTER	CONTINGENT UPON
$80,000.00	August 14, 2012	Return of Signed Grant Letter & a copy of the resume of the new employees & hire date.
$20,000.00	August 14, 2013	Return of Satisfactory Interim Report

The grant is to be allocated as follows:

Year 1 Support for the salary of 2 Case managers @$40,000.00/each:	$80,000.00
Year 2 Support for the salary of the 2 Case Managers @ $10,000.00/each:	$20,000.00
Total:	**$100,000.00**

These terms apply to your organization's use of the Foundation's grant:

1. **Purpose**

Under United States law, Foundation grant funds may be expended only for charitable, religious, scientific, literary or educational purposes. This grant is made only for the purposes stated in this letter, and it is understood that these grant funds will be used only for such purposes substantially in accordance with the approved proposal and budget. It is also

NE BAXTER PARKWAY
DEERFIELD, IL 60015
USA

847-948-4605

(!) The system will be down for an emergency network maintenance from 8.00 PM until 9.00 PM ET on Tuesday (05/06/2014). Please ensure that you save your work and log off to prevent loss of data. This notice will disappear after the maintenance has been completed.

1. DATE ISSUED: 05/06/2014

2. PROGRAM CFDA: 93.224

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration

NOTICE OF AWARD

SUPERSEDES AWARD NOTICE dated: 04/21/2014
ept that any additions or restrictions previously imposed remain in effect unless specifically rescinded.

4a. AWARD NO.: 6 H80CS00662-13-02

4b. GRANT NO.: H80CS00662

5. FORMER GRANT NO.: H27CS01999

6. PROJECT PERIOD:
FROM: 07/01/2002 **THROUGH:** 02/28/2017

7. BUDGET PERIOD:
FROM: 03/01/2014 **THROUGH:** 02/28/2015

NOTE to CDBG: Although the 330 grant amount is actually $1,062,509.20, the Notice of Award states $1,050.244. This is because $66,279 of the $1,050.244 (listed separately as Outreach and Enrollment) is included in that amount. KCHC then received $78,544 in funds as part of our PCMH certification, bringing the actual total to $1,062.509.20.

AUTHORIZATION (Legislation/Regulation)
Public Health Service Act, Title III, Section 330
Public Health Service Act, Section 330, 42 U.S.C. 254b
Affordable Care Act, Section 10503
Public Health Service Act, Section 330, 42 U.S.C. 254, as amended.
Authority: Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330(e), 42 U.S.C. 254b
Section 330 of the Public Health Service Act, as amended (42 U.S.C. 254b, as amended) and Section 10503 of The Patient Protection and Affordable Care Act (P.L. 111-148)

8. TITLE OF

9. GRANTEI
KENOSHA C
4536 22nd A
Kenosha, W
DUNS NUM
838165173
BHCMIS # 0

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)
Mary Coffey
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Avenue
Kenosha, WI 53140-5917

11.APPROVED BUDGET:(Excludes Direct Assistance)
[ ] Grant Funds Only
[X] Total project costs including grant funds and all other financial participation

a . Salaries and Wages :	$7,344,211.00
Fringe Benefits :	$1,583,959.00
c . Total Personnel Costs :	$8,928,170.00
d . Consultant Costs :	$0.00
e . Equipment :	$580,501.00
f . Supplies :	$847,796.00
g . Travel :	$91,602.00
h . Construction/Alteration and Renovation :	$0.00
i . Other :	$560,755.00
j . Consortium/Contractual Costs :	$1,144,541.00
k . Trainee Related Expenses :	$0.00
l . Trainee Stipends :	$0.00
m Trainee Tuition and Fees :	$0.00
n . Trainee Travel :	$0.00
o . TOTAL DIRECT COSTS :	$12,153,365.00
p . INDIRECT COSTS (Rate: % of S&W/TADC) :	$0.00
q . TOTAL APPROVED BUDGET :	$12,153,365.00
i. Less Non-Federal Share:	$11,103,121.00
ii. Federal Share:	$1,050,244.00

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	**$1,050,244.00**
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	$0.00
ii. Offset	$0.00
c. Unawarded Balance of Current Year's Funds	$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	$1,050,244.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$0.00**

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
14	$1,105,302.00
15	$1,105,302.00

14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:
A=Addition B=Deduction C=Cost Sharing or Matching D=Other **[D]**

timated Program Income: $10,298,686.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:
a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS d. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS: (Other Terms and Conditions Attached **[X]Yes [ ]No**)
Prior Approval Request Tracking Number PA-00038341. Prior Approval Request Type: Project Director(PD) Change

Electronically signed by Angela Wade , Grants Management Officer on : 05/06/2014

1. DATE ISSUED: 08/11/2014	2. PROGRAM CFDA: 93.224	
3. SUPERSEDES AWARD NOTICE dated: 07/25/2014 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.		
4a. AWARD NO.: 6 H80CS00662-13-04	4b. GRANT NO.: H80CS00662	5. FORMER GRANT NO.: H27CS01999
6. PROJECT PERIOD: FROM: 07/01/2002 THROUGH: 02/28/2017		
7. BUDGET PERIOD: FROM: 03/01/2014 THROUGH: 02/28/2015		

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration

NOTICE OF AWARD
AUTHORIZATION (Legislation/Regulation)
Public Health Service Act, Title III, Section 330
Public Health Service Act, Section 330, 42 U.S.C. 254b
Affordable Care Act, Section 10503
Public Health Service Act, Section 330, 42 U.S.C. 254, as amended.
Authority: Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330(e), 42 U.S.C. 254b
Section 330 of the Public Health Service Act, as amended (42 U.S.C. 254b, as amended) and Section 10503 of The Patient Protection and Affordable Care Act (P.L. 111-148)

8. TITLE OF PROJECT (OR PROGRAM): HEALTH CENTER CLUSTER

9. GRANTEE NAME AND ADDRESS:
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Ave
Kenosha, WI 53140-5917
DUNS NUMBER:
838165173
BHCMIS # 057260

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)
Mary Coffey
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Avenue
Kenosha, WI 53140-5917

11.APPROVED BUDGET:(Excludes Direct Assistance)
[ ] Grant Funds Only
[X] Total project costs including grant funds and all other financial participation

a. Salaries and Wages :	$7,568,211.00
b. Fringe Benefits :	$1,640,829.00
c. Total Personnel Costs :	$9,209,040.00
d. Consultant Costs :	$0.00
e. Equipment :	$592,501.00
f. Supplies :	$853,796.00
g. Travel :	$109,419.00
h. Construction/Alteration and Renovation :	$0.00
i. Other :	$669,899.00
j. Consortium/Contractual Costs :	$1,175,241.00
k. Trainee Related Expenses :	$0.00
l. Trainee Stipends :	$0.00
m. Trainee Tuition and Fees :	$0.00
n. Trainee Travel :	$0.00
o. TOTAL DIRECT COSTS :	$12,609,896.00
p. INDIRECT COSTS (Rate: % of S&W/TADC) :	$0.00
q. TOTAL APPROVED BUDGET :	$12,609,896.00
i. Less Non-Federal Share:	$11,231,108.00
ii. Federal Share:	$1,378,788.00

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	**$1,378,788.00**
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	$0.00
ii. Offset	$0.00
c. Unawarded Balance of Current Year's Funds	$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	$1,300,244.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$78,544.00**

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
14	$1,105,302.00
15	$1,105,302.00

14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:
A=Addition B=Deduction C=Cost Sharing or Matching D=Other **[D]**
Estimated Program Income: $10,426,673.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:
The grant program legislation cited above b The grant program regulation cited above c This award notice including terms and conditions, if any, noted below under REMARKS d 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system

REMARKS: (Other Terms and Conditions Attached **[X]Yes [ ]No**)

Electronically signed by Helen Harpold , Grants Management Officer on : 08/11/2014

17. OBJ. CLASS: 41.51	18. CRS-EIN: 1391789874A1	19. FUTURE RECOMMENDED FUNDING: $0.00

1. DATE ISSUED: 09/01/2014	2. PROGRAM CFDA: 93.224	
3. SUPERSEDES AWARD NOTICE dated: 08/11/2014 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
4a. AWARD NO.: 3 H80CS00662-13-05	4b. GRANT NO.: H80CS00662	5. FORMER GRANT NO.: H27CS01999
6. PROJECT PERIOD: FROM: 07/01/2002 THROUGH: 02/28/2017		
7. BUDGET PERIOD: FROM: 03/01/2014 THROUGH: 02/28/2015		

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration

NOTICE OF AWARD
AUTHORIZATION (Legislation/Regulation)
Public Health Service Act, Title III, Section 330
Public Health Service Act, Section 330, 42 U.S.C. 254b
Affordable Care Act, Section 10503
Public Health Service Act, Section 330, 42 U.S.C. 254, as amended.
Authority: Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330(e), 42 U.S.C. 254b
Section 330 of the Public Health Service Act, as amended (42 U.S.C. 254b, as amended) and Section 10503 of The Patient Protection and Affordable Care Act (P.L. 111-148)

8. TITLE OF PROJECT (OR PROGRAM): HEALTH CENTER CLUSTER

9. GRANTEE NAME AND ADDRESS:
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Ave
Kenosha, WI 53140-5917
DUNS NUMBER:
838165173
BHCMIS # 057260

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)
Mary Coffey
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Avenue
Kenosha, WI 53140-5917

11.APPROVED BUDGET:(Excludes Direct Assistance)
[ ] Grant Funds Only
[X] Total project costs including grant funds and all other financial participation

a . Salaries and Wages :	$7,756,685.00
b . Fringe Benefits :	$1,680,409.00
c . Total Personnel Costs :	$9,437,094.00
d . Consultant Costs :	$0.00
e . Equipment :	$604,501.00
f . Supplies :	$874,363.00
g . Travel :	$115,519.00
h . Construction/Alteration and Renovation :	$0.00
i . Other :	$791,113.00
j . Consortium/Contractual Costs :	$1,236,561.00
k . Trainee Related Expenses :	$0.00
l . Trainee Stipends :	$0.00
m . Trainee Tuition and Fees :	$0.00
n . Trainee Travel :	$0.00
o . TOTAL DIRECT COSTS :	$13,059,151.00
p . INDIRECT COSTS (Rate: % of S&W/TADC) :	$0.00
q . TOTAL APPROVED BUDGET :	$13,059,151.00
i. Less Non-Federal Share:	$11,435,309.00
ii. Federal Share:	$1,623,842.00

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	**$1,623,842.00**
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	$0.00
ii. Offset	$0.00
c. Unawarded Balance of Current Year's Funds	$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	$1,378,788.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$245,054.00**

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
14	$1,452,206.00
15	$1,678,900.00

14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:
A=Addition B=Deduction C=Cost Sharing or Matching D=Other [D]
Estimated Program Income: $10,630,874.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:
The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 74 or 45 FR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS: (Other Terms and Conditions Attached **[X]Yes [ ]No**)

Electronically signed by Lisa Ayoub , Grants Management Officer on : 09/01/2014

17. OBJ. CLASS: 41.51	18. CRS-EIN: 1391789874A1	19. FUTURE RECOMMENDED FUNDING: $0.00

(!) HRSA EHBs will be undergoing a major system upgrade from July 25th 8:00 PM until July 28th 6:00 AM ET. During this period, the entire system will be unavailable. We apologize for any inconvenience and appreciate your patience during this downtime.

1. DATE ISSUED: 07/25/2014

2. PROGRAM CFDA: 93.224

3. SUPERSEDES AWARD NOTICE dated: 05/06/2014
except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.

4a. AWARD NO.: 3 H80CS00662-13-03

4b. GRANT NO.: H80CS00662

5. FORMER GRANT NO.: H27CS01999

6. PROJECT PERIOD:
FROM: 07/01/2002 **THROUGH:** 02/28/2017

7. BUDGET PERIOD:
FROM: 03/01/2014 **THROUGH:** 02/28/2015

U.S. Department of Health and Human Services
HRSA
Health Resources and Services Administration

NOTICE OF AWARD
AUTHORIZATION (Legislation/Regulation)
Public Health Service Act, Title III, Section 330
Public Health Service Act, Section 330, 42 U.S.C. 254b
Affordable Care Act, Section 10503
Public Health Service Act, Section 330, 42 U.S.C. 254, as amended.
Authority: Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330, 42 U.S.C. 254b, as amended
Public Health Service Act, Section 330(e), 42 U.S.C. 254b
Section 330 of the Public Health Service Act, as amended (42 U.S.C. 254b, as amended) and Section 10503 of The Patient Protection and Affordable Care Act (P.L. 111-148)

8. TITLE OF PROJECT (OR PROGRAM): HEALTH CENTER CLUSTER

9. GRANTEE NAME AND ADDRESS:
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Ave
Kenosha, WI 53140-5917
DUNS NUMBER:
838165173
BHCMIS # 057260

10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR)
Mary Coffey
KENOSHA COMMUNITY HEALTH CENTER, INC.
4536 22nd Avenue
Kenosha, WI 53140-5917

11.APPROVED BUDGET:(Excludes Direct Assistance)
[ ] Grant Funds Only
[X] Total project costs including grant funds and all other financial participation

a . Salaries and Wages :	$7,568,211.00
b . Fringe Benefits :	$1,640,829.00
c . Total Personnel Costs :	$9,209,040.00
d . Consultant Costs :	$0.00
e . Equipment :	$592,501.00
f . Supplies :	$853,796.00
g . Travel :	$109,419.00
h . Construction/Alteration and Renovation :	$0.00
i . Other :	$591,355.00
j . Consortium/Contractual Costs :	$1,175,241.00
k . Trainee Related Expenses :	$0.00
l . Trainee Stipends :	$0.00
m . Trainee Tuition and Fees :	$0.00
n . Trainee Travel :	$0.00
o . TOTAL DIRECT COSTS :	$12,531,352.00
p . INDIRECT COSTS (Rate: % of S&W/TADC) :	$0.00
q . TOTAL APPROVED BUDGET :	$12,531,352.00
i. Less Non-Federal Share:	$11,231,108.00
ii. Federal Share:	$1,300,244.00

12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:

a. Authorized Financial Assistance This Period	**$1,300,244.00**
b. Less Unobligated Balance from Prior Budget Periods	
i. Additional Authority	$0.00
ii. Offset	$0.00
c. Unawarded Balance of Current Year's Funds	$0.00
d. Less Cumulative Prior Awards(s) This Budget Period	$1,050,244.00
e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	**$250,000.00**

13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)

YEAR	TOTAL COSTS
14	$1,105,302.00
15	$1,105,302.00

14. APPROVED DIRECT ASSISTANCE BUDGET:(In lieu of cash)

a. Amount of Direct Assistance	$0.00
b. Less Unawarded Balance of Current Year's Funds	$0.00
c. Less Cumulative Prior Awards(s) This Budget Period	$0.00
d. AMOUNT OF DIRECT ASSISTANCE THIS ACTION	**$0.00**

15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:
A=Addition B=Deduction C=Cost Sharing or Matching D=Other **[D]**
Estimated Program Income: $10,426,673.00

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:
a. The grant program legislation cited above b. The grant program regulation cited above c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS: (Other Terms and Conditions Attached **[X]Yes [ ]No**)

Electronically signed by Lisa Ayoub , Grants Management Officer on : 07/25/2014

Katherine Bauernfeind

To: Katherine Bauernfeind (KBauernfeind@kenoshaCHC.org)
Subject: FW: Application Tracking Number 116114
Attachments: 116114_SSE.doc

From: Mary Coffey
Sent: Friday, September 26, 2014 5:51 PM
To: Katherine Bauernfeind
Subject: Fwd: Application Tracking Number 116114

97/100

Sent via the Samsung GALAXY S®4, an AT&T 4G LTE smartphone

-------- Original message --------
From: oitgems@hrsa.gov
Date:09/26/2014 5:47 PM (GMT-06:00)
To: Mary Coffey
Subject: Application Tracking Number 116114

Dear Applicant:

Congratulations! I am pleased to inform you that your fiscal year 2014 Patient Centered Medical Home – Facility Improvement (PCMH-FI) application submitted in response to program announcement number HRSA-14-073, a Health Resources and Services Administration (HRSA) competitive grant offering, has been selected for funding.

Please work directly with your Project Officer in the Bureau of Primary Health Care on all program-related matters. Fiscal issues related to the grant should be directed to the HRSA Grants Management Specialist assigned to your health center. Current Project Officer and Grants Management Specialist contact information is available in the EHB under the grant folder Resources section.

Enclosed is a copy of the summary of strengths and weaknesses identified by the Objective Review Committee (ORC). The score on your summary statement reflects the total points out of a possible 100 for your application as outlined in the Funding Opportunity Announcement.

We look forward to continuing to work with you to improve the health of the underserved and vulnerable populations in your community.

Sincerely,

James Macrae
Associate Administrator

Enclosure

KCHC
KENOSHA COMMUNITY HEALTH CENTER, INC.

Organizational Experience and Expertise

KCHC has been providing uninterrupted medical, behavioral health and dental care for the uninsured and underinsured populations since its inception. With clinical sites located strategically in the target area, KCHC provides health services in convenient and accessible locations. In 2013, KCHC provided 76,464 Medical, Dental, Behavioral Health, and Enabling Services encounters to 21,355 unduplicated individuals.

KCHC has experienced enormous growth since opening its doors in 1994. From 2007 through 2013 total unduplicated patients has increased 235.5%; medical visits increased 88%; dental visits increased 432.9% and mental health visits increased 1223.5%.

Capital Link (a national, non-profit organization that works with health centers) assessed KCHC's 2013 economic impact on the Kenosha community:

-KCHC services to 21,355 unduplicated patients resulted in $27 million annual cost savings to the health care system

-KCHC directly supported 125 full-time jobs and indirectly supported 46 jobs, resulting in a total economic impact of $12,185,248 and $5,192,874 respectively

-KCHC contributed approximately $.8 million in State/Local and $1.6 million in federal tax revenue

KCHC has greatly improved its quality of healthcare indicators/health outcomes and continues to work towards improving its outcomes as evident below wherein it exceeds Wisconsin state outcomes in nine 9 of the 14 indicators and the Nation in 10 of the 14 indicators.

KCHC exceeds Healthy People 2020 goals in four (4) clinical measures.

KCHC earned three-year PCMH Level III recognition in 2013.

KCHC has been deemed and remains covered under FTCA since 1994. KCHC has never lost coverage under FTCA since the beginning of its eligibility for the FTCA program.

KCHC remains in compliance with 330 regulations and has no conditions placed on its grant.

KCHC is open six days per week with evening and Saturday hours.

KCHC offers 340B drug pricing.

KCHC has extensive local collaborations.

KCHC has six Certified Application Counselors (ACA) and has been designated a CAC site.

KCHC has achieved Meaningful Use attestation from the Centers for Medicare & Medicaid Services' electronic health record program.

KCHC has a fully-implemented QI/QA plan.

KCHC's Executive Director, Mary Coffey, brings more than 25 years of clinical and management experience, serving as Chief Executive Officer of a Federally Qualified Health Center in Illinois, and as an Independent Consultant providing regulatory compliance assistance to the Bureau of Primary Health Care, a part of the Health Resources and Service Administration (HRSA) of the United States Department of Health and Human Services.

KCHC's Chief Financial Officer, Julia Harris Robinson, in a CPA with 30 years of accounting experience in the private and public sectors, 12 of which are in health care. Before joining KCHC, Ms. Harris Robinson was the CFO for Milwaukee Health Services.

Timecard View for Williams, London (D4T095638)

Tuesday, September 30, 2014 08:40 AM

The Timecard information is being processed. The displayed information may change after the processing completes.

Timecard Date Range: Current Pay Period (09/16/2014 - 09/30/2014)

Supervisor: Harris Robinson, Julia

Payroll ID: 095638

Company Code: D4T

Hours Summary

No Data

Timecard Details

Date	Hours	Daily Totals	Out Type	Earnings Code	Grant	Location	Department
09/16/2014	8.00	8.00			99	900	001
09/17/2014	8.00	8.00			99	900	001
09/18/2014	8.00	8.00			99	900	001
09/19/2014	8.00	8.00			99	900	001
09/22/2014	8.00	8.00			99	900	001
09/23/2014	8.00	8.00			99	900	001
09/24/2014	8.00	8.00			99	900	001
09/25/2014	8.00	8.00			99	900	001
09/26/2014	8.00	8.00			99	900	001
09/29/2014	8.00	8.00			99	900	001
09/30/2014	8.00	8.00			99	900	001
Total:	88.00						

Signatures

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Habitat for Humanity - Kenosha, Wi

Project Title: Habitat for Humanity - Affordable Housing

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	✓	
➢ Create Suitable Living Environment for LMI Persons		
➢ Create Economic Opportunity		
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 88,069.00

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

Name: Robert Walter Petersen

Address: 6203 28th Avenue Kenosha, Wi 53143

Phone Number: 262-498-1147

E-Mail Address: rpetersen6@wi.rr.com

RECEIVED
SEP 29 2014
DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

SECTION 1 Project Description

Habitat for Humanity, Kenosha will provide housing at affordable rates (placed according to low income home owners ability to pay) in the Kenosha, WI area.

Habitat for Humanity has finished it's first home at 3914 14th Avenue and it is being occupied by a selected family. Our second home is in the process of being built, with a home owner who meets all of Habitat for Humanity's requirements.

The two homes above, will add to the city's tax base and add value to the surrounding neighborhood. Our main goal is to find houses to rehab and empty lots for new homes in low income areas in the City of Kenosha, WI.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 4

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly x Other

Type of Project (Check only **one**)

1. Housing Project	✓	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

Section 3: Project Development

This question is designed to help the Department determine the readiness of your project. Please answer questions for the type of project you checked on Page 2.

1. **Housing Project:**

a) Describe the impact/benefit this project will have on the area:

It will add a new family, upgrade an existing home and add value to the neighborhood homes.

b) What are the long term plans for the area where this project is located?

It will add continuing property taxes for the city and upgrade the neighborhood

c) Describe projects undertaken during the past three years (i.e., location, impact on neighborhood, who has benefited, etc.):

4711 60th Street, #2 Under construction, shingles on, windows in, outside doors installed. All locked up and water tight, ready for inside completion. 3914 14th Avenue #1 Our first house was occupied June of this year (2014).

d) Is the proposed project contained in:

	Yes	No
Consolidated Plan	✓	
Neighborhood Plan	✓	
Neighborhood Revitalization Strategy		
Area Plan		
Agency Plan (Provide supporting evidence labeled as Attachment _____)		

e) Will a review of your project be required by:

Neighborhood Services & Inspections	✓	
City Plan Commission		
Zoning Board of Appeals		
Other (Specify) _____		

f) Who will be responsible for the oversight of this project?

Robert W. Petersen

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

We are presently looking for a suitable house to rehab.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

b) Describe the impact of the proposed project on these buildings or districts.

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

b) Describe the impact of the proposed project on the locally designated buildings.

Section 5: 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:

Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$63,069.00
Source: Mary Frost Grant	$25,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$25,000.00
TOTAL REVENUE:	$88,069.00

EXPENSES:

Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: One Rehab Home	$67,069.00		$67,069.00
Expense: O. H. For one rehab home	$21,000.00		$21,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$88,069.00	$0.00	$88,069.00

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

ReHab

In order to do a complete rehab, costing $161,000. We will use our 2014 grant for rehab of $72,931. And combine with 2015 grant of $88,069.

Section 5: Budget Continued

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

   Our goal is to rehab 1 home. If funding is inadequate, project will not be done.

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

   There will be less housing provided.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

One Rehab Home We Are Applying For Will:

1) Help a low income family own and maintain a new home.
2) Add value to the existing area homes and neighborhood.
3) Add to the tax base of the city of Kenosha.
4) Furnish/install new water mains and sanitary sewer lines
5) Give a low income family the opportunity to become a part of a community

Habitat for Humanity of Kenosha

Our Purpose... Our Plan

Mission Statement

Seeking to put God's love into action, Habitat for Humanity of Kenosha brings people together to build homes, communities and hope. Our mission is to eliminate poverty housing and homelessness in Kenosha County and to make decent shelter a matter of conscience and action.

Habitat for Humanity of Kenosha

Habitat for Humanity of Kenosha (HFHK) is a non-profit, ecumenical Christian housing ministry that builds simple, decent, affordable homes in Kenosha County. We were founded as an affiliate of Habitat for Humanity International (HFHI) in 2012. Since its founding in 1976, HFHI has built over 300,000 houses around the world, providing more than 1.5 million people in 3,000 communities with safe, decent affordable shelter.

HFHK plans to build homes throughout the city of Kenosha. Our plan is to build affordable homes by engaging with the community to volunteer at all stages of our operation, securing donated resources and selling the home at no profit, with a zero interest loan.

As a non-profit organization, we will partner with our local government, businesses, churches, private individuals, and other non-profit organizations, to provide the resources necessary to achieve our goals. We are rehabbing a house to cost $130,000. Habitat plan is to build 15 homes over the next 5 years. This will require Habitat to raise $1.5 million. With your partnership, along with other community resources, we can make the City of Kenosha an affordable place to live and positively impact the lives of many of our citizens.

September, 2014

Resolution of the Board of Directors-

We, the Board of Directors of Habitat for Humanity of Kenosha hereby authorize the submission of an application for CDBG funding from the City of Kenosha. We are requesting the amount of $88,069 which will be used by the HFH Kenosha for people in our income group as described in our application.

Voted and approved by the Board of Directors 25 day of September 2014.

Joyce Pavlina

Joyce Pavlina – President

Kevin D. Pratt

Kevin Pratt - Secretary

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☑ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

We will provide a rehabed home for a low to moderate family. Home owners will be on the City of Kenosha tax rolls and the house will be upgraded in the neighborhood

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 2012
- [x] Current Agency Plan; date of Plan 11/12/2012
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

Joyce Pawlesia — SIGN HERE — 9/25/2014
Signature of Authorizing Official — Date

President Habitat for Humanity of Kenosha — 262-764-1703
Typed Name and Title of Authorizing Official — Phone

[signature] — SIGN HERE — 9-25-2014
Signature of Authorizing Official — Date

GREG A. MULLIGAN, TREASURER — 262-652-5784
Typed Name and Title of Authorizing Official — Phone

BOARD OF DIRECTORS – Habitat for Humanity Kenosha, WI

(September, 2014)

Kristie	Vitale	Exec Director	kristiehfhk@gmail.com
Joyce	Pavlina	President	japavlina@gmail.com
Linda	Swan	Vice President	lswan@movingkenosha.com
Kevin	Pratt	Secretary	kpratt@wi.rr.com
Greg	Milligan	Treasurer	gmilligan@wi.rr.com
Alison	Iglehart	Board	alisoniglehart@gmail.com
Bruce	Cramer	Board	bcramer1@wi.rr.com
SR	Mills	Board	smills@beardevelopment.com
Mike	Nelson	Board	mnelsonrealty@yahoo.com
Scott	Kessler	Board	Kessler@westosha.k12.wi.us

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Achievement Center, Inc.

Project Title: KAC- Building Security

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 12,000.00

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

Name: Christine Weyker

Address: 1218 79th Street

Kenosha, WI 53143

Phone Number: 262-658-9510

E-Mail Address: cweyker@thekac.com

RECEIVED
SEP 30 2014
DEPARTMENT OF COMMUNITY DEVELOPMENT & INSPECTIONS

KAC- Building Security

Problem:

KAC has provided services for people with special needs for 50 years. As a not-for-profit, KAC has been strategic in the acquisition and expansion of facilities. Over time, the community and society have changed. What was once an open campus now requires more diligent attention to security. Many of the people who utilize services at KAC have guardians. This means that although they are chronologically adults it has been determined through a legal process that they are not capable of making their own decisions. This puts a huge responsibility on KAC as a service provider to insure anyone who has contact with this vulnerable population is authorized.

The building at 1218 79th Street has grown over the years. With each addition came another primary access point. The front of the building has 3 access points. Each has a specific purpose but all of them lack control. For example, an entry door exists near the east side of the building to serve the dock area. Drivers need to enter and exit in order to load and off load. This door requires a controlled access because it opens into a work area where disabled individuals work.

Additionally, there are many examples in today's news of people who enter places of employment or schools with the intent to do harm. Having the ability to limit access will greatly reduce the opportunity for persons with ill intent to gain access.

Evidence of the problem:

There are many examples in today's news reports of people who enter places of employment or schools with tragic results. Most recently in this area there are examples of places that lacked controlled entrance, Azana Day Spa in Brookfield, and Sikh Temple in Oak Creek both suffered extreme loss of life which in part may have been prevented with controlled access.

Goal:

The goal of this project is to keep people safe. Having foresight is better than hindsight.

Who Will Benefit:

All of the individuals who attend program and work services at KAC have disabilities and meet the established criteria for low to moderate income. Most participants are receiving Medicaid 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 if KAC can control who and how much access people have to interact within the building. The ultimate level of success is that no violent episodes occur.

Where:

The access system will be installed at 1218 79th Street. The plan is to equip all front exterior entrances with cameras, intercom, and swipe card access. All other exterior access doors located in the rear of the facility which is fenced will have swipe access and will remain locked throughout the day.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 120

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   Yes Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☑	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

4. **Facilities Project:**

	Yes	No
a) Have you obtained at least three written ***estimates*** (not bids)? If Yes, attach. If No, please explain why not obtained.	☐	☑

We have obtained 2 estimates. We have not identifies a third company at this point.

b) Is the proposed project contained in:

Consolidated Plan	☐	☑
Neighborhood Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Area Plan	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☐	☑
c) Have you retained the services of a consultant? If yes, check appropriate box:	☐	☑

☐ Engineer ☐ Landscape Architect
☐ Architect ☐ Planner

d) Do you have completed plans?	☑	☐
e) Do you have completed bid documents?	☐	☑
f) Will a review of your project be required by:		
Neighborhood Services & Inspections	☐	☑
City Plan Commission	☐	☑
Zoning Board of Appeals	☐	☑
Other (specify) _____	☐	☑

g) Who will be responsible for the oversight of this project?

KAC building and grounds committee with provide oversight to KAC building and maintenance sta

h) Why are improvements necessary to the organization and the program services?

KAC provides services to vulnerable individuals. This will improve overall safety of people served by adding access control.

NOTE:

A LIEN WILL BE PLACED ON REAL PROPERTY THAT IS IMPROVED WITH THE USE OF CDBG FUNDS. SUCH LIEN SHALL REMAIN UNTIL THE PROPERTY IS SOLD BY THE AGENCY RECEIVING CDBG ASSISTANCE.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

b) Describe the impact of the proposed project on these buildings or districts.

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

b) Describe the impact of the proposed project on the locally designated buildings.

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$12,000.00
Source: KAC- Fundraising	$2,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$2,000.00
TOTAL REVENUE:	$14,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Equipment and installation	$14,000.00		$14,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$14,000.00	$0.00	$14,000.00

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

Section 5: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.
   Full funding is required for this project. KAC will attempt to idenitify other sources.

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

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
Not yet determined.	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

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

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

The mission of KAC is to create opportunities for the personal growth and success of people with special needs. KAC does this by removing barriers, changing perceptions. This project will enable KAC to create opportunities for the personal success of people with special needs in a safe environment. The safety of this vunerable population must be a primary consideration. This system will allow exterior accesses to remain locked allowing visitors in only after identifying them both through camera visual and auditory confirmation of visit purpose. Without safety nothing else can be achieved.

Section 7: 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.

KAC Board of Directors met on September 25th, 2014 where a motion was made and seconded to approve the submission of the CDBG application requesting $12,000 of CDBG funds and $2,000 of KAC funds for the purchase and installation of a door security system. This motion passed unanimously. (Board minutes are attached as "A").

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

120 low income individuals with disabilites will benefit from employment and community training at a safe facility where new accessibility enhancements will improve the security of the environment.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements (1)
- [x] Endorsing resolution (2)

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws (3)
- [x] Non-Profit Mission Statement; date of Mission Statement 9/25/14 (4)
- [x] Current Agency Plan; date of Plan 2013-2014 (5)
- [x] List of Board of Directors (6)
- [x] Non-Profit's most recent Annual Report (7)
- [x] Non-Profit 501C(3) Certification (8)

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
- [x] Cost Estimates 9

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

SIGN HERE	September 29, 2014
Signature of Authorizing Official	Date
Christine Weyker- Chief Executive Officer	262-658-9510
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	September 29, 2014
Signature of Authorizing Official	Date
Jennie Tunkieicz- Board President	262-658-9500
Typed Name and Title of Authorizing Official	Phone

KAC, Inc.
FULL BOARD MEETING
September 25, 2014

In Attendance: Christine Genthner, William Harris, Todd Kelley, Dr. Joseph Mangi, Rebecca Matoska-Mentink, Marti Mills, Andy Park, Don Pfarr, Jr., Robert Redlin, Steve Stanczak, Jennie Tunkieicz, Susan Valeri
Staff: Jan Uttech, Chris Weyker, Tammie Sorenson

Excused Absence: Erin Anderson, Kevin Deaton, David Hankins, John Jaraczewski, William Michel II

1. Roll call was taken and quorum was established.

2. The August 28, 2014 Full Board minutes were reviewed. A motion was made by Don Pfarr, seconded by Sue Valeri to receive and file the minutes as written. It unanimously passed.

3. The Fall Event Committee met on September 5, 2014.
The event is Saturday, October 18th, at the Madrigrano Center. The location was changed this year and it will be a little more formal. This year there is a Community Raffle with 50 prizes. Raffle tickets can be purchased online and the list of prizes is on the website as well. The drawing will held from highest dollar value to lowest. There is a live auction this year but no silent auction. There will be an additional raffle at the event sponsored by Rasumussen Diamonds. The goal is to earn $50,000.

4. The Adult Services Committee met on September 9, 2014.
The reports were highlighted. They are pretty positive and there is nothing urgent. KAC continues to move from facility-based to community-based work. It is anticipated there will be more entry level jobs in the community as new employers move into the area. The surveys had great results with average scores on a 3 point scale being: Vocational Evaluation - 2.71; Community Employment - 2.83; Adult Day Services - 2.95; and Prevocational Services - 2.84. The Outcome Report Summary was highlighted. The Summer Employment Program had 3 participants this year. KAC was able to continue with WETAP as there were carry over funds for 2014. KAC is working with the City of Kenosha to apply for WETAP funds as this is used to transport 55 people to work at Great Lakes Naval Base. The city already does oversight with KAC for Care-A-Van services. The gardening program went well and were at Farmers Market and Harbor Market this year. The Recreation Program was formerly fun by Kenosha Arc and KAC took it over when the Arc discontinued their chapter. The Rec Program will begin with a Halloween Dance. There will be one Friday night event at the YMCA and one outing in the community beginning in 2015. There was discussion regarding Medicaid Services and what that may mean for the agency.

5. The Strategic Planning Committee met on September 11, 2014.
The 2013-2014 Strategic Plan objectives and progress was reviewed. The Dream Playground is at $319,000. The pre-build will be August 21-23, 2015 to set posts and skirting. The Community Build is September 8-13, 2015. The shifts are 4 hours each. The community is invested in the playground by helping to build it. KAC staff is designing and pricing a community based prevocational program option to sell to Community Care. The next step is to meet with CCO regarding these new contracted service. Business Opportunities is exploring e-recycling. In Marketing, KAC has a newly formed Junior Board which is a mission-based group made up of persons under 30 years of age. They have been oriented to KAC and will be focusing on social events at this time. Board members were asked it other people can join this group and Chris noted that it is a good way to connect with younger people and they are always looking for more members. KAC continues to be solid financially. KAC doesn't need to make a profit if the participants are able to do the work but work must be profitable if staff and hourly workers are doing the work. KAC's core values are rolling out to staff, it is a laborious process. The vision and mission

statements were updated. Todd has suggested adding "building confidence" to the end of the mission statement. Don Pfarr, Jr., Bob Redlin and Joe Mangi approved this change to be added at the next review. KAC's goal is to integrate people in the community.

6. The Development Committee met on September 19, 2014.
   Fall Event information is easily accessible on the web site. Harbor Market and Farmers Market are being used as test sites for items including dog biscuits, which have been a big hit. We will be bring back the Spaghetti Dinner in 2015. This is a "friend raiser" that is a huge recruiting opportunity for the Playground to recruit volunteers. Mendards is being pursued to host a "round up" fundraiser for KAC in October. This will help us to figure out logistics and jump in with more stores next year. Walgreens would be another good partner. Don noted that we should start by contacting store managers. Proclamations for KAC's 50th Anniversary are being pursued with the city and county.

7. The Finance & Audit Committee met on September 23, 2014.
   A. The Statement of Cash Flows was reviewed. In Operating Activities there was an increase in net assets of $22,991 compared to an increase of $65,326 in 2013. Depreciation was $165,328 compared to $177,840 in 2013. Donated buses included in support in 2013 was $67,938, we have not received vehicles yet this year. Accounts receivable increased by $16,487 compared to an increase of $29,395 in 2013. Inventories increased by $201 compared to $15,258 one year ago. Accounts payable decreased by $17,465 compared to a decrease of $48,049 one year ago. Net cash provided by Operating Activities is $154,166 compared to cash provided by Operating Activities of $82,525 one year ago. In Investing Activities there were payments for property and equipment of ($38,647) for the match on UMTA vehicles compared to ($23,333) in 2013. In Financing Activities payments on debt was $23,892 compared to $24,624 one year ago. For the month there was an increase in cash and cash equivalents of $91,628 compared to an increase of $34,569 one year ago. Ending cash and cash equivalents was $1,187,701 compared to $918,285 in 2013. The cash balance by fund was highlighted at the bottom of the report.

      The Revenue Statement was reviewed. Line 3, WI DVR, is down $3,709 compared to last year. Line 5, Other Governmental, is $26 compared to $68,016 in 2013, which included UMTA vehicles last year. Total Governmental Support for the month is down $78,207 and year-to-date it is down $236,039 compared to last year. Line 10, Playground, is up $4,853 compared to last year. The fund is at $167,032. Line 15, Fees, is up $7,876 for the month and year-to-date is up $44,253. Total Community Support for the month is $76,207 compared to $61,486 in 2013. Year-to-date Community Support is at $538,843 compared to $436,237. Line 16, Food Service, is down $16,626 compared to last year. Line 17, Production, was down $10,837 compared to last year. Line 18, Other Misc., was up $17,919 for the month and year-to-date it is up $32,448. This now includes billing to nursing homes for transportation and the sale of 4 vehicles. Total Self-Sustaining Revenue for August is $263,354 compared to $272,898 in 2013. Total Revenue for August is $637,630 compared to $710,659 in 2013. Year-to-date revenue is $4,969,761 compared to $5,150,549 in 2013.

      The Expense Statement was reviewed. Line 17, Misc. Expenses for EHS, was up $5,942 due to the nurse contract with Kenosha County. Line 23, Building Maintenance, was up $2,030 due to the new sign. Line 38, Food Service Expense, is down $13,749 mainly due to fewer meals prepared compared to last year. Total Expenses for August are $605,612 compared to $608,033 in 2013. There was an excess of revenue over expenses for the month of $32,017 compared to an excess of $102,626 in 2013. Year to date there was an excess of revenue over expenses of $22,991 compared to the previous year excess of $68,656. <u>A motion was made by Sue Valeri, seconded by Christine Genthner to receive and file the unaudited financial reports as presented</u>. It unanimously passed.

   B. The August 2014 Early Head Start Grant Fiscal Report was reviewed. EHS has a full-time Family Advocate position open as funds from the State of WI were added, a full-time Advocate moved into

the part-time new opening. A request will be made to move $50,000 from staff salary to contracts as the nurse is being contracted through Kenosha County. The program is under spent $3,802 YTD. However, more information is needed regarding the state funds as they run on a different calendar year. The award is on a July - June year. Notice of the award was not received until the end of August. Chris noted that the state funds of $34,650 can be included in in-kind. A motion was made by Christine Genthner, seconded by Sue Valeri to receive and file the Early Head Start Grant Fiscal Report as presented. It unanimously passed.

8. Chris gave the CEO Report.
   A. Playground Update - The designers were in Kenosha and met with city officials. The mayor has promised an additional $100,000 of support which will cover the cost of the playground base. We still need $300,000-$400,000 for the project. All money raised so far was through the community.

   B. Elder and Disabilities Benefit Specialists - KAC has had 2 Disability Benefit Specialists. Kenosha County put these positions and 2 Elder Disability Specialists out for bid to begin in 2015. KAC successfully bid on these positions.

   C. Grant Applications
      1) CDBG - KAC will submit three bids.

         #1 - The Dream Playground was encouraged to apply as they fit the definition. A request will be submitted for $100,488 for equipment. A motion was made by Don Pfarr, Jr., seconded by Joseph Mangi approving this request. It unanimously passed.

         #2 - Supported Self Employment will request $20,000 for small scale businesses. Staff anticipates requesting funds from United Way in an equal amount in order to support 10 individuals. A motion was made by Bob Redlin, seconded by Andy Park approving this request. It unanimously passed.

         #3 - We will request $12,000 for a swipe card system on exterior doors. KAC will contribute about $2,000 to the project. This is based on the middle estimate received. A motion was made by Rebecca Matoska-Mentink, seconded by Sue Valeri approving this request. It unanimously passed.

      2) Kloss - This grant requires an invitation to submit. In the past this was used for the match on purchased buses. KAC was invited to submit for the playground and will request $25,000. A motion was made by Joseph Mangi, seconded by Don Pfarr, Jr. approving this request It unanimously passed.

9. The calendar of upcoming events through December was displayed on the agenda. It was highlighted that Finance & Audit was changed to October 28th and Full Board was changed to October 30th.

   Tuesday, October 7th - 11:45 a.m. - Nominations Committee
   Wednesday, October 8th - 11:45 a.m. - Human Resources Committee
   Saturday, October 18th - Fall Event
   Monday, October 27th - 5-8 p.m. - Culver's (8124 Sheridan Road) Share Night Fundraiser
   Tuesday, October 28st - 11:45 a.m. - Board Directed Endowment / Finance & Audit Committees
   Thursday, October 30th - 11:45 a.m. - Full Board

   Wednesday, November 12th - 11:45 a.m. - Governance Committee
   Thursday, November 13th - 11:45 a.m. - Early Childhood Services Committee
   Tuesday, November 25th - 11:45 a.m. - Finance & Audit Committee

   Tuesday December 8th – 11:45 a.m.- Adult Services
   Thursday December 10th – 11:45 a.m. Strategic Plan
   Friday December 12th – Participant Holiday Party
   Tuesday, December 16th - 11:45 a.m. - Finance & Audit Committee
   Thursday, December 18th - 11:45 a.m. - Full Board

The meeting adjourned at 1:05 p.m.

Respectfully Submitted,

Tammie S. Sorenson
Executive & Human Resource Assistant

KAC Vision

Creating possibilities. Achieving dreams.

KAC Mission

KAC's mission is to create opportunities for the personal growth and success of people with special needs. KAC does this by removing barriers, changing perceptions.

KAC
Core Values

Respect: We respect the inherent dignity of all people. Respect compels us to honor and acknowledge differences. We believe in the value and worth of all people. We treat people with kindness, courtesy and politeness.

Integrity: We do the right thing the right way because it builds a foundation of trust. We say what we mean, match our behaviors to our words and take responsibility for our actions.

Safety: We believe that safety is a cornerstone to all aspects of the work we do. We share a personal and professional commitment to protecting the safety and health of our employees, stakeholders, participants and community. KAC provides people with the training, knowledge and tools to work safely and prevent accidents.

Excellence: We make it a priority to understand the people and businesses we serve so we can anticipate their needs and exceed their expectations.

KENOSHA ACHIEVEMENT CENTER, INC.

1218 – 79th Street, Kenosha, WI 53143-6199

BOARD OF DIRECTORS – APRIL 1, 2014 THROUGH MARCH 31, 2015

Officers	Address	Phone	Fax	E-mail
Tunkieicz, Jennie President	Chief of Staff to the County Executive 1010 – 56th Street, Kenosha, WI 53140	653-2831	653-2817	JTunkiei@co.kenosha.wi.us
Deaton, Kevin Vice-President	Gateway Mortgage 1202 – 60th Street, Kenosha, WI 53140-4047	657-7733		kevin@gatewaymortgagecorp.com
Redlin, Robert A. Treasurer	Snap-on, 2801 – 80th Street, Kenosha, WI 53143 Consumer Representative, 9044 – 33rd Avenue, Kenosha, WI 53142	656-4794 942-0259*		bob.redlin@snapon.com rredlin2@wi.rr.com
Mills, Marti L. Secretary	Bear Property Management, Inc. 4015 – 80th Street, Kenosha, WI 53142	842-0567	697-9856	Marti@bearproperty.com
Board Members				
Anderson, Erin	Project Manager, Riley Construction Home: 4803 – 101st Place, Pleasant Prairie, WI 53158	Work: 658-4381	605-2100	erina@rileycon.com
Genthner, Christine	Attorney 4646 - 78th Street, Kenosha, WI 53142	Cell: 945-5058		tcjgenthner@wi.rr.com
Hankins, David L.	President/CEO, Daimar Apt. & Imagine Investment Inc. V.P. Sec. WI-Star Inc. Investments 11203 – 61st Avenue, Pleasant Prairie, WI 53158	Cell: 818-1882 694-8225		daimar@prodigy.net
Harris, Bill	Harris Pet Hospital 24424 - 75th Street, Paddock Lake, WI 53105	Work: 843-4251 Cell: 492-4465		B27Harris@yahoo.com
Jaraczewski, John D.	Assistant Chancellor, UW Parkside 900 Wood Road, PO Box 2000, Kenosha, WI 53141-2000	595-2591	595-2630	jaraczew@uwp.edu
Kelley, Todd	Vice President, Carthage College 2001 Alford Park Drive, Kenosha, WI 53140	Cell/Work:551-2400 764-0487*		tkelley101@gmail.com
Mangi, Joseph	8712 Third Avenue, Pleasant Prairie, WI 53158	694-2652*		josephmangi@hotmail.com
Matoska-Mentink, Rebecca	Clerk of Circuit Court, Kenosha County 912 – 56th Street, Kenosha, WI 53140	Work: 653-2810 515-3745		Rebecca.Matoska-Mentink@wicourts.gov
Michel II, William P.	Attorney 1025 – 56th Street, PO Box 1614, Kenosha, WI 53141	652-8144		william_michel@sbcglobal.net
Park, Andy	Uline 12575Uline Drive, Pleasant Prairie, WI 53158	612-4200. Ext. 5175		apark@uline.com ptate@uline.com
Pfarr, Donald Jr.	Pioneer Projects 3200 Sheridan Road, Suite 105, Kenosha, WI 53140	(262) 764-1478 Cell: 496-4670	(262) 764-2213	don@pioneerproj.com
Stanczak, Steve	HR Director, City of Kenosha 625 - 52nd Street, Room 205, Kenosha, WI 53140			
Valeri, Susan	Coordinator of Special Ed./Student Support, KUSD #1 3600 – 52nd Street, Kenosha, WI 53144	Work: 359-5950		svaleri@kusd.edu
Chief Executive Officer Weyker, Christine	Kenosha Achievement Center, Inc. 1218 – 79th Street, Kenosha, WI 53143-6199	658-9510	605-3300	cweyker@thekac.com

5/14

*Home Phone

KAC Security Estimates

(9)

Hoernel Lock & Key, Inc. of Kenosha
711 Washington Rd.
Kenosha, WI 53140
262-654-5858•hoernel_1@yahoo.com

September 29, 2014

Christine Wyker
Kenosha Achievement Center
1218 79th Street
Kenosha, Wisconsin 53143

RE: Security

Dear Ms. Wyker,

Hoernel Lock & Key Inc. of Kenosha proposes the following security.

MAIN BUILDING

** One Rosslare AC-225IP controller.
** One Rosslare AC-225 controller.
** One Rosslare 2 door expansion module.
** Five Rosslare mullion card readers for the following doors. South main exterior door, south workshop door, south maintenance service door, west storage area service door, and north office exit door.
** Five door position contacts.
** Five ASA type electric strikes.
** Rosslare software for your computer with up to two hours of training.
** Aiphone JM series color camera intercom controller for the receptionist's desk.
** Three door stations for the south main entry door, workshop door, and maintenance service door.

Hoernel Lock & Key, Inc. of Kenosha
711 Washington Rd.
Kenosha, WI 53140
262-654-5858•hoernel_1@yahoo.com

September 29, 2014
Kenosha Achievement Center

** One desk stand for the JM Intercom controller.
** One Aiphone RY3DL relay.
** Labor, wire, connectors, ect.
Your investment for this security would be $ 10,874.00

SOUTH BUILDING

** One Rosslare AC-225IP controller.
** Two Rosslare mullion card readers for the following doors. East workshop door and south garage service door.
** Two ASA type electric strikes.
** Two door position contacts.
** Labor, wire, connectors, ect.
Your cost for this security would be $ 2949.00

ACCESS CARDS

** Standard prox cards are $ 2.50 each. Sold in lots of 25.
** Fob prox cards [For your key ring] are $ 3.95 each. This is our most used card.

You would need to provide 120v AC outlets as needed. We will connect to your LAN. We will need a LAN port [Jack] for each IP controller. Your network manager will need to provide 2 IP addresses.

You would own this system(s). There would be a one year warranty on all parts and labor. If you have any questions please don't

Hoernel Lock & Key, Inc. of Kenosha
711 Washington Rd.
Kenosha, WI 53140
262-654-5858•hoernel_1@yahoo.com

September 29, 2014
Kenosha Achievement Center

hesitate to call! We appreciate the opportunity to quote your security needs.

TERMS: 50% Down with order and balance due 5 days after completion.

Sincerely,
Christopher C. Olson C.R.L.

8338 Washington Ave #108
Racine, WI 53406
262.898.2020 Fax 262.898.1010

Proposal 9/23/2014
Project Number: 6994

For :

Card Access Main Building

Proposal to:

Kenosha Achievement Center
Christine Wyker
1218 79th Street
Kenosha, WI 53143

Tel: 262-658-9500 Fax: 262-605-3300

Project Site:

Kenosha Achievement Center
Christine Wyker
1218 79th Street
Kenosha, WI 53143

Tel: 262-658-9500

Mfr-Part No.	Qty	Description	Unit Price	Extended
		Install a Five Door Card Access System with Five 12VDC continuous duty electronic door strikes & hardware on Five doors; One-South Main Entry Exterior Vestibule Door, One-West Storage Area Service Door, One- North Office Exit Door, One- South Maintenance Service Door, and One- South Workshop Door. *Install card access software. Install One Network Access Module to access Card Access Through Server. Install One Intercom Door System with Master Intercom Controller at the Reception Desk and One Intercom Door Station at the North Front Main Entry Vestibule Door. Scope of Work As Follows:		
	1	Tech Labor To Install The System		
CONACC(C)	1	Access Control: Continental Super Two Network InterfaceAccess Co To Access System Through Server		
CONACC(C)	3	Access: Continental Super 2 Door Controllers IT Room		
ADI(O)	5	HID ProxPoint Plus Reader, Grey One-South Main Entry Exterior Vestibule Door, One-West Storage Area Service Door, One-North Office Exit Door, One- South Maintenance Service Door, and One- South Workshop Door.		
	5	HES 5200 Strikes One-South Main Entry Exterior Vestibule Door, One-West Storage Area Service Door, One-North Office Exit Door, One- South Maintenance Service Door, and One- South Workshop Door.		
CONACC(C)	1	Software: CA3000 v2.9, Software Key, 5 User		
	5	Recessed Door Contacts (For Door Status) One-South Main Entry Exterior Vestibule Door, One-West Storage Area Service Door, One-North Office Exit Door, One- South Maintenance Service Door, and One- South Workshop Door.		
	1	Mounting Hardware, Misc		

Mfr-Part No.	Qty	Description	Unit Price	Extended
	1	Video Intercom System for 3 Door & Base Station/handset At the Reception Desk		
	3	Color Video Door Station South Main Vestibule, One-Maintenance & One-Workshop doors		
ADI(O)	3	Intercom: AiPhone door relay for LAFB		
ADI(O)	1	Intercom: AiPhone Power Supply 12V DC 2.5A		
ADI(O)	500	Cable: 18/2 STR, Gray, CMR		
ADI(O)	1500	Cable: Honeywell Profusion Card Access Cable, CMP		

The Above includes installation, wire, wiring, terminations, programming, testing, training, and TWO year warranty on parts/labor.

Notes:
Tax is additional (will be added)
Customer is responsible for providing 110AC and Room for the control panels.
*Customer to provide an intranet connection/support for the control panel for remote accessibility on the customer's server.
*Customer to provide workstation/computer to download the software.
Customer to specify amount of access cards or fobs.

50% Deposit, Balance Due on Receipt...
This Proposal is Valid for 30 Days.

Signature: _____ Date: _____

Project Total: $ 13,121.67

Russell Ziemann, Sales Manager

ELECTRONICS

Kenosha Achievement Center
1218 79th St Kenosha, WI 53143
Christine Weyker
Isobel O'Rourke

Sept 8th 2014

Quote for Door Access System

This System will be a Linear Access System for six doors with Key fob entry. The Linear system is a Software based system that can be accessed from any computer on the network that has the software installed on it. This System will be interfaced with a A-Phone Video system on the main entry door and the door for the delivery drivers. There will be 2 indoor video stations to monitor these two doors one in the delivery office and one in the front office. This quote includes 25 Key Fobs.

Total cost for system installed $17,000.00

Note
There is one door by the employee area in the back of the building (door 015) that is not working properly and needs to be fixed before the Access system would work properly. This door does not close by itself and will not let the system secure the building.

Thank You

Bill Pfister
RC Electronics / Al's Stereo
262-497-9999 cell 262-843-4262 office
rc@rcelectronics.net

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Achievement Center Inc. (KAC)

Project Title: Kenosha Dream Playground Project

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 100,488.00

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

Name: Christine Weyker

Address: 1218 79th Street

Kenosha, WI 53143

Phone Number: 262-658-9510

E-Mail Address: cweyker@thekac.com

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

KAC- Dream Playground Project

Problem & Evidence:

Kenosha has 56 designated parks and not one of them has a one hundred percent accessible playground to children, adults, or veterans with special needs. When playground plans are created the needs of people with disabilities have not been taken into consideration. The unintended result is that people with disabilities are excluded from enjoyable recreational opportunities and are subjected to sit on the sidelines or travel to an accessible playground outside of the community. The closest accessible playground to Kenosha is the Possibility Playground located in Port Washington Wisconsin. Interactive play is out of reach for many families in our community.

Goal:

The Kenosha Dream Playground will be the first fully inclusive playground in our community specifically designed to meet the ADA compliance standards of becoming barrier free to everyone. The goal of the Kenosha Dream Playground project is to provide recreational play opportunities to everyone regardless of their abilities. This will create socialization opportunities that foster compassion and acceptance of all people.

Benefits to low/moderate income:

The Kenosha Dream Playground will be a free playground for everyone to enjoy located at Petzke Park. Petzke Park is located in a neighborhood where 340 low to moderate income persons reside. The Dream Playground will not only serve this neighborhood but will be accessible to the entire community including all low to moderate income persons with and without disabilities.

Who will benefit:

The Dream Playground will benefit all people within the community. The playground will be fully inclusive so that no physical disability will restrict play for children or adults. Children will be able to play side by side regardless of ability.

Measure Success:

The Dream Playground will provide a venue where ability is not a barrier to play. The playground will be evaluated upon completion of the build, anticipated to be 2015. The evaluation of its success will be best measured by the users. Criteria will include:

1. People with a variety of abilities will use the equipment.
2. No person will be forced to observe play due to an inability to join in.
3. People who use the playground will increase their social, emotional and physical health.
4. People of all abilities will return to use the playground multiple times.

Where its located:

The Kenosha Dream Playground will be located at Petzke Park in Kenosha. The community build will take place at Petzke Park beginning in August 2015.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
4 / 1	/	/	/

   b) How many residents live in this area? 495

   c) What is the percentage of low and moderate income beneficiaries? 68.69

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only one)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	✓	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

2. **Public Improvement Project:**

	Yes	No
a) Have you retained the services of a consultant? If yes, check appropriate box:	✓	
☐ Engineer ☐ Landscape Architect ☐ Architect ✓ Planner		
Was a Request for Proposal used?	✓	
b) Do you have completed architectural drawings?	✓	
c) Do you have completed bid documents?		✓
d) Is the proposed project contained in:		
Consolidated Plan		✓
Neighborhood Plan		✓
Neighborhood Revitalization Strategy		✓
Area Plan (Provide supporting evidence labeled as Attachment _____)	✓	
d) Will a review of your project be required by:		
Neighborhood Services & Inspections		✓
City Plan Commission		✓
Zoning Board of Appeals		✓
Other (specify) _____		✓
e) Are you aware of any other current or proposed projects such as County, Federal, or State that may affect the timing of your project? If yes, please list the project(s), estimated date(s) of construction, and agency(ies) responsible for the project:		✓

f) Who will be responsible for the implementation?

KAC in partnership with the City of Kenosha Parks Department

g) List the time frame for the project.

Playground build is scheduled to begin 8/21/2015 and conclude 9/13/2015

Go to and complete pages 12-19

Section 5: 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:

Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$100,488.00
Source: City of Kenosha CIP	$350,000.00
Source: Community Donations	$215,000.00
Source: Grants	$150,000.00
Source: Corporate Donations	$176,912.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$891,912.00
TOTAL REVENUE:	$992,400.00

EXPENSES:

Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Site Prep Rubber Flooring		$350,000.00	$350,000.00
Expense: Design		$50,000.00	$50,000.00
Expense: Materials and Equipment	$100,488.00	$491,912.00	$592,400.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$100,488.00	$891,912.00	$992,400.00

***** COST ESTIMATES REQUIRE A MINIMUM OF ESTIMATES *****

Section 5: Budget Continued

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

   The Kenosha Achievement Center will attempt to identify other funding sources. Full funding is necessary for this project.

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

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
Not yet determined	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

All people living in Kenosha including low to moderate income individuals will have access to a fully accessible neighborhood playground for the purpose of improving a suitable living environment.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements (1)
- [x] Endorsing resolution (2)

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws (3)
- [x] Non-Profit Mission Statement; date of Mission Statement 9/25/14 (4)
- [x] Current Agency Plan; date of Plan 2013-2014 (5)
- [x] List of Board of Directors (6)
- [x] Non-Profit's most recent Annual Report (7)
- [x] Non-Profit 501C(3) Certification (8)

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
- [x] Site Plan/Schematic Design in additional packets
- [x] Cost Estimates in additional packets.

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

Signature of Authorizing Official	SIGN HERE	September 29, 2014 Date
Christine Weyker- Chief Executive Officer Typed Name and Title of Authorizing Official		262-658-9510 Phone
Signature of Authorizing Official	SIGN HERE	September 29, 2014 Date
Jennie Tunkieicz- Board President Typed Name and Title of Authorizing Official		262-658-9500 Phone

KAC, Inc.
FULL BOARD MEETING
September 25, 2014

In Attendance: Christine Genthner, William Harris, Todd Kelley, Dr. Joseph Mangi, Rebecca Matoska-Mentink, Marti Mills, Andy Park, Don Pfarr, Jr., Robert Redlin, Steve Stanczak, Jennie Tunkieicz, Susan Valeri
Staff: Jan Uttech, Chris Weyker, Tammie Sorenson

Excused Absence: Erin Anderson, Kevin Deaton, David Hankins, John Jaraczewski, William Michel II

1. Roll call was taken and quorum was established.

2. The August 28, 2014 Full Board minutes were reviewed. A motion was made by Don Pfarr, seconded by Sue Valeri to receive and file the minutes as written. It unanimously passed.

3. The Fall Event Committee met on September 5, 2014.
The event is Saturday, October 18th, at the Madrigrano Center. The location was changed this year and it will be a little more formal. This year there is a Community Raffle with 50 prizes. Raffle tickets can be purchased online and the list of prizes is on the website as well. The drawing will held from highest dollar value to lowest. There is a live auction this year but no silent auction. There will be an additional raffle at the event sponsored by Rasumussen Diamonds. The goal is to earn $50,000.

4. The Adult Services Committee met on September 9, 2014.
The reports were highlighted. They are pretty positive and there is nothing urgent. KAC continues to move from facility-based to community-based work. It is anticipated there will be more entry level jobs in the community as new employers move into the area. The surveys had great results with average scores on a 3 point scale being: Vocational Evaluation - 2.71; Community Employment - 2.83; Adult Day Services - 2.95; and Prevocational Services - 2.84. The Outcome Report Summary was highlighted. The Summer Employment Program had 3 participants this year. KAC was able to continue with WETAP as there were carry over funds for 2014. KAC is working with the City of Kenosha to apply for WETAP funds as this is used to transport 55 people to work at Great Lakes Naval Base. The city already does oversight with KAC for Care-A-Van services. The gardening program went well and were at Farmers Market and Harbor Market this year. The Recreation Program was formerly fun by Kenosha Arc and KAC took it over when the Arc discontinued their chapter. The Rec Program will begin with a Halloween Dance. There will be one Friday night event at the YMCA and one outing in the community beginning in 2015. There was discussion regarding Medicaid Services and what that may mean for the agency.

5. The Strategic Planning Committee met on September 11, 2014.
The 2013-2014 Strategic Plan objectives and progress was reviewed. The Dream Playground is at $319,000. The pre-build will be August 21-23, 2015 to set posts and skirting. The Community Build is September 8-13, 2015. The shifts are 4 hours each. The community is invested in the playground by helping to build it. KAC staff is designing and pricing a community based prevocational program option to sell to Community Care. The next step is to meet with CCO regarding these new contracted service. Business Opportunities is exploring e-recycling. In Marketing, KAC has a newly formed Junior Board which is a mission-based group made up of persons under 30 years of age. They have been oriented to KAC and will be focusing on social events at this time. Board members were asked it other people can join this group and Chris noted that it is a good way to connect with younger people and they are always looking for more members. KAC continues to be solid financially. KAC doesn't need to make a profit if the participants are able to do the work but work must be profitable if staff and hourly workers are doing the work. KAC's core values are rolling out to staff, it is a laborious process. The vision and mission

statements were updated. Todd has suggested adding "building confidence" to the end of the mission statement. Don Pfarr, Jr., Bob Redlin and Joe Mangi approved this change to be added at the next review. KAC's goal is to integrate people in the community.

6. The Development Committee met on September 19, 2014.
   Fall Event information is easily accessible on the web site. Harbor Market and Farmers Market are being used as test sites for items including dog biscuits, which have been a big hit. We will be bring back the Spaghetti Dinner in 2015. This is a "friend raiser" that is a huge recruiting opportunity for the Playground to recruit volunteers. Mendards is being pursued to host a "round up" fundraiser for KAC in October. This will help us to figure out logistics and jump in with more stores next year. Walgreens would be another good partner. Don noted that we should start by contacting store managers. Proclamations for KAC's 50th Anniversary are being pursued with the city and county.

7. The Finance & Audit Committee met on September 23, 2014.
   A. The Statement of Cash Flows was reviewed. In Operating Activities there was an increase in net assets of $22,991 compared to an increase of $65,326 in 2013. Depreciation was $165,328 compared to $177,840 in 2013. Donated buses included in support in 2013 was $67,938, we have not received vehicles yet this year. Accounts receivable increased by $16,487 compared to an increase of $29,395 in 2013. Inventories increased by $201 compared to $15,258 one year ago. Accounts payable decreased by $17,465 compared to a decrease of $48,049 one year ago. Net cash provided by Operating Activities is $154,166 compared to cash provided by Operating Activities of $82,525 one year ago. In Investing Activities there were payments for property and equipment of ($38,647) for the match on UMTA vehicles compared to ($23,333) in 2013. In Financing Activities payments on debt was $23,892 compared to $24,624 one year ago. For the month there was an increase in cash and cash equivalents of $91,628 compared to an increase of $34,569 one year ago. Ending cash and cash equivalents was $1,187,701 compared to $918,285 in 2013. The cash balance by fund was highlighted at the bottom of the report.

      The Revenue Statement was reviewed. Line 3, WI DVR, is down $3,709 compared to last year. Line 5, Other Governmental, is $26 compared to $68,016 in 2013, which included UMTA vehicles last year. Total Governmental Support for the month is down $78,207 and year-to-date it is down $236,039 compared to last year. Line 10, Playground, is up $4,853 compared to last year. The fund is at $167,032. Line 15, Fees, is up $7,876 for the month and year-to-date is up $44,253. Total Community Support for the month is $76,207 compared to $61,486 in 2013. Year-to-date Community Support is at $538,843 compared to $436,237. Line 16, Food Service, is down $16,626 compared to last year. Line 17, Production, was down $10,837 compared to last year. Line 18, Other Misc., was up $17,919 for the month and year-to-date it is up $32,448. This now includes billing to nursing homes for transportation and the sale of 4 vehicles. Total Self-Sustaining Revenue for August is $263,354 compared to $272,898 in 2013. Total Revenue for August is $637,630 compared to $710,659 in 2013. Year-to-date revenue is $4,969,761 compared to $5,150,549 in 2013.

      The Expense Statement was reviewed. Line 17, Misc. Expenses for EHS, was up $5,942 due to the nurse contract with Kenosha County. Line 23, Building Maintenance, was up $2,030 due to the new sign. Line 38, Food Service Expense, is down $13,749 mainly due to fewer meals prepared compared to last year. Total Expenses for August are $605,612 compared to $608,033 in 2013. There was an excess of revenue over expenses for the month of $32,017 compared to an excess of $102,626 in 2013. Year to date there was an excess of revenue over expenses of $22,991 compared to the previous year excess of $68,656. A motion was made by Sue Valeri, seconded by Christine Genthner to receive and file the unaudited financial reports as presented. It unanimously passed.

   B. The August 2014 Early Head Start Grant Fiscal Report was reviewed. EHS has a full-time Family Advocate position open as funds from the State of WI were added, a full-time Advocate moved into

the part-time new opening. A request will be made to move $50,000 from staff salary to contracts as the nurse is being contracted through Kenosha County. The program is under spent $3,802 YTD. However, more information is needed regarding the state funds as they run on a different calendar year. The award is on a July - June year. Notice of the award was not received until the end of August. Chris noted that the state funds of $34,650 can be included in in-kind. A motion was made by Christine Genthner, seconded by Sue Valeri to receive and file the Early Head Start Grant Fiscal Report as presented. It unanimously passed.

8. Chris gave the CEO Report.
   A. Playground Update - The designers were in Kenosha and met with city officials. The mayor has promised an additional $100,000 of support which will cover the cost of the playground base. We still need $300,000-$400,000 for the project. All money raised so far was through the community.
   B. Elder and Disabilities Benefit Specialists - KAC has had 2 Disability Benefit Specialists. Kenosha County put these positions and 2 Elder Disability Specialists out for bid to begin in 2015. KAC successfully bid on these positions.
   C. Grant Applications
      1) CDBG - KAC will submit three bids.

         #1 - The Dream Playground was encouraged to apply as they fit the definition. A request will be submitted for $100,488 for equipment. A motion was made by Don Pfarr, Jr., seconded by Joseph Mangi approving this request. It unanimously passed.

         #2 - Supported Self Employment will request $20,000 for small scale businesses. Staff anticipates requesting funds from United Way in an equal amount in order to support 10 individuals. A motion was made by Bob Redlin, seconded by Andy Park approving this request. It unanimously passed.

         #3 - We will request $12,000 for a swipe card system on exterior doors. KAC will contribute about $2,000 to the project. This is based on the middle estimate received. A motion was made by Rebecca Matoska-Mentink, seconded by Sue Valeri approving this request. It unanimously passed.
      2) Kloss - This grant requires an invitation to submit. In the past this was used for the match on purchased buses. KAC was invited to submit for the playground and will request $25,000. A motion was made by Joseph Mangi, seconded by Don Pfarr, Jr. approving this request It unanimously passed.

9. The calendar of upcoming events through December was displayed on the agenda. It was highlighted that Finance & Audit was changed to October 28th and Full Board was changed to October 30th.

   Tuesday, October 7th - 11:45 a.m. - Nominations Committee
   Wednesday, October 8th - 11:45 a.m. - Human Resources Committee
   Saturday, October 18th - Fall Event
   Monday, October 27th - 5-8 p.m. - Culver's (8124 Sheridan Road) Share Night Fundraiser
   Tuesday, October 28st - 11:45 a.m. - Board Directed Endowment / Finance & Audit Committees
   Thursday, October 30th - 11:45 a.m. - Full Board

   Wednesday, November 12th - 11:45 a.m. - Governance Committee
   Thursday, November 13th - 11:45 a.m. - Early Childhood Services Committee
   Tuesday, November 25th - 11:45 a.m. - Finance & Audit Committee

   Tuesday December 8th – 11:45 a.m.- Adult Services
   Thursday December 10th – 11:45 a.m. Strategic Plan
   Friday December 12th – Participant Holiday Party
   Tuesday, December 16th - 11:45 a.m. - Finance & Audit Committee
   Thursday, December 18th - 11:45 a.m. - Full Board

The meeting adjourned at 1:05 p.m.

Respectfully Submitted,

Tammie S. Sorenson
Executive & Human Resource Assistant

9

KENOSHA ACHIEVEMENT CENTER, INC.

1218 – 79th Street, Kenosha, WI 53143-6199

BOARD OF DIRECTORS – APRIL 1, 2014 THROUGH MARCH 31, 2015

Officers	Address	Phone	Fax	E-mail
Tunkieicz, Jennie President	Chief of Staff to the County Executive 1010 – 56th Street, Kenosha, WI 53140	653-2831	653-2817	JTunkiei@co.kenosha.wi.us
Deaton, Kevin Vice-President	Gateway Mortgage 1202 – 60th Street, Kenosha, WI 53140-4047	657-7733		kevin@gatewaymortgagecorp.com
Redlin, Robert A. Treasurer	Snap-on, 2801 – 80th Street, Kenosha, WI 53143 Consumer Representative, 9044 – 33rd Avenue, Kenosha, WI 53142	656-4794 942-0259*		bob.redlin@snapon.com rredlin2@wi.rr.com
Mills, Marti L. Secretary	Bear Property Management, Inc. 4015 – 80th Street, Kenosha, WI 53142	842-0567	697-9856	Marti@bearproperty.com
Board Members				
Anderson, Erin	Project Manager, Riley Construction Home: 4803 – 101st Place, Pleasant Prairie, WI 53158	Work: 658-4381	605-2100	erina@rileycon.com
Genthner, Christine	Attorney 4646 - 78th Street, Kenosha, WI 53142	Cell: 945-5058		tcjgenthner@wi.rr.com
Hankins, David L.	President/CEO, Daimar Apt. & Imagine Investment Inc. V.P. Sec. WI-Star Inc. Investments 11203 – 61st Avenue, Pleasant Prairie, WI 53158	Cell: 818-1882 694-8225		daimar@prodigy.net
Harris, Bill	Harris Pet Hospital 24424 - 75th Street, Paddock Lake, WI 53105	Work: 843-4251 Cell: 492-4465		B27Harris@yahoo.com
Jaraczewski, John D.	Assistant Chancellor, UW Parkside 900 Wood Road, PO Box 2000, Kenosha, WI 53141-2000	595-2591	595-2630	jaraczew@uwp.edu
Kelley, Todd	Viee President, Carthage College 2001 Alford Park Drive, Kenosha, WI 53140	Cell/Work:551-2400 764-0487*		tkelley101@gmail.com
Mangi, Joseph	8712 Third Avenue, Pleasant Prairie, WI 53158	694-2652*		josephmangi@hotmail.com
Matoska-Mentink, Rebecca	Clerk of Circuit Court, Kenosha County 912 – 56th Street, Kenosha, WI 53140	Work: 653-2810 515-3745		Rebecca.Matoska-Mentink@wicourts.gov
Michel II, William P.	Attorney 1025 – 56th Street, PO Box 1614, Kenosha, WI 53141	652-8144		william_michel@sbcglobal.net
Park, Andy	Uline 12575Uline Drive, Pleasant Prairie, WI 53158	612-4200, Ext. 5175		apark@uline.com ptate@uline.com
Pfarr, Donald Jr.	Pioneer Projects 3200 Sheridan Road, Suite 105, Kenosha, WI 53140	(262) 764-1478 Cell: 496-4670	(262) 764-2213	don@pioneerproj.com
Stanczak, Steve	HR Director, City of Kenosha 625 - 52nd Street, Room 205, Kenosha, WI 53140			
Valeri, Susan	Coordinator of Special Ed./Student Support, KUSD #1 3600 – 52nd Street, Kenosha, WI 53144	Work: 359-5950		svaleri@kusd.edu
Chief Executive Officer Weyker, Christine	Kenosha Achievement Center, Inc. 1218 – 79th Street, Kenosha, WI 53143-6199	658-9510	605-3300	cweyker@thekac.com

5/14

*Home Phone

How can you keep her happy?

In order to help us achieve our dream, we rely on people in the community volunteering their time, attending fundraisers, donating funds, services and raffle items, and helping us get the word out to their family and friends. The KDPP depends on your assistance and generosity. Please support our vision and help make our dream a reality!

To Donate Online

Facebook Page

A community that embraces, engages, and invests in its children embraces, engages, and invests in its future.

Kenosha Dream Playground Project (facebook page)

Tammy Conforti - President tammyjconforti@yahoo.com
Home 262-948-1956 Cell 262-358-2004

Jaime Forsythe - Vice President djfor89@aol.com (697-1077)

Kenosha Achievement Center, Inc.
1218 79th Street
Kenosha WI 53143

KAC

www.thekac.com

Checks can be made payable to: KAC

Please write "Playground Project" on memo line

Donate on line at: www.thekac.com/playground

Kenosha Dream Playground Project

Kenosha has over forty beautiful and well maintained playgrounds.

But, did you know that the vast majority of playground equipment available in Kenosha denies children with disabilities the opportunity for exercise, entertainment and social interactions?

The mission of the Kenosha Dream Playground Project is to develop a safe, fully inclusive, accessible playground that will allow children of all abilities to play together, learn from each other, value each other's differences, and find the strength to overcome challenges, thus creating a truly integrated environment where compassion, acceptance, and friendship can flourish.

Who are we?

The Kenosha Dream Playground Project (KDPP) is a group of citizens dedicated to developing an inclusive, accessible playground in Kenosha. We are affiliated with the Kenosha Achievement Center Inc. a non-profit 501(c) (3) organization. The City of Kenosha is providing leadership, expertise, and financial support. The playground will be built in Petzke Park, 1700 29th St.

Why a playground?

All children learn through play. It is through play that we practice and experience life. The fun, active playground environment helps to motivate children. Children of all abilities need to play. This playground will also provide opportunities for exercise, helping reduce obesity and diabetes. The playground will help generate revenue as people travel here to eat, shop, and play.

What is an inclusive accessible playground?

Inclusive accessible playgrounds are specially designed. They provide children of all abilities equal opportunities for exercise, entertainment, and social interactions. They contain wide ramps, hand rails, high-backed seats, transfer platforms, and flush transition areas. They also have a variety of access routes available on the play structures.

These safe unique playgrounds have a soft, smooth, rubber surface that entirely surrounds the play structures. The surface allows children in wheelchairs or with other mobility devices equal access to all of the equipment.

The playground accommodates everyone's needs. Parents, grandparents, and disabled service men and women can easily navigate the smooth rubber surface safely.

play by design
PLAY BY DESIGN
677 Bostwick Road | Ithaca, NY 14850
607-229-9790 playbydesignonline.com

September 23, 2014

Attn: Tammy Conforti
KAC
1218- 79th Street
Kenosha, Wi 53143

Kenosha Dream Playground Cost Estimate

PLAY BY DESIGN PROFESSIONAL FEES

Design presentation	$ 900
Design Phase / Organization Phase	$23,300
Consultation visit	$1400
Pre-construction Visit	$ 1,200
Construction Consultation:	
--Prebuild (4 days, 2 consultants)	8,800
--Build (6 days, 3 consultants)	$19,800
	Total = **$55,400**

Estimated travel and lodging expenses

- Flight = $700 x 8 = $5600
- Travel expenses = $150 x 8 = $1200
- Car rental = $100 x 12 = $1200

Total = **$8,000**

City engineering fees

- Fee = **$30,000**

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

PLAY BY DESIGN
677 Eastwick Road | Ithaca, NY 14850
607-229-9790 playbydesignonline.com

Poured in place rubber safety surfacing and site preparation/ sub surfacing

- Rubber surfacing = $160,000
- Site preparation and sub surfacing = $140,000

Total = **$300,000**

Manufactured playground equipment (includes shipping)

- Total = **$250,000**

Construction Materials

- Total = **$260,000**

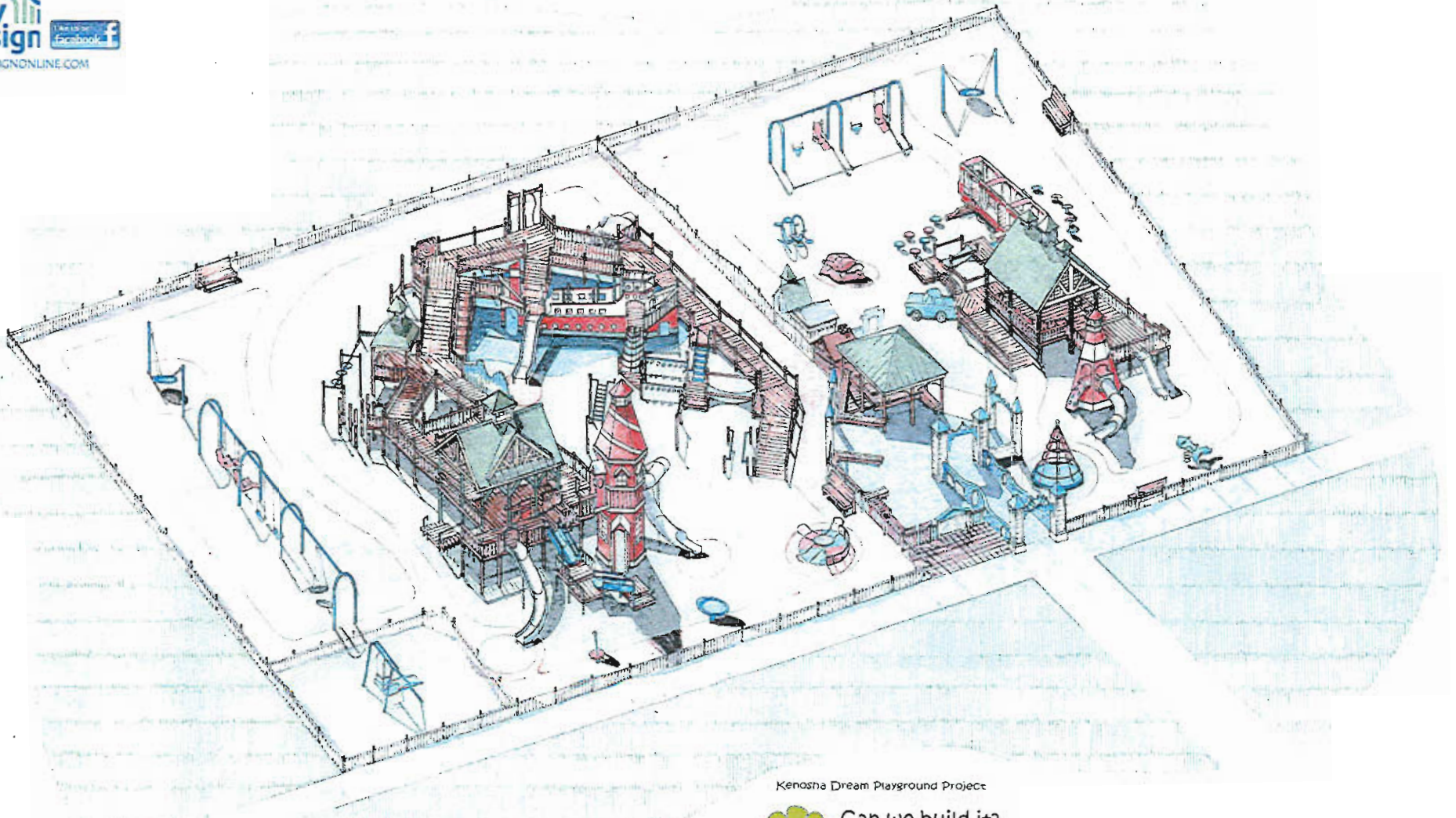
Contingency

- 10% = $89,000

Total estimated cost = **$992,400**

play by design

WWW.PLAYBYDESIGNONLINE.COM

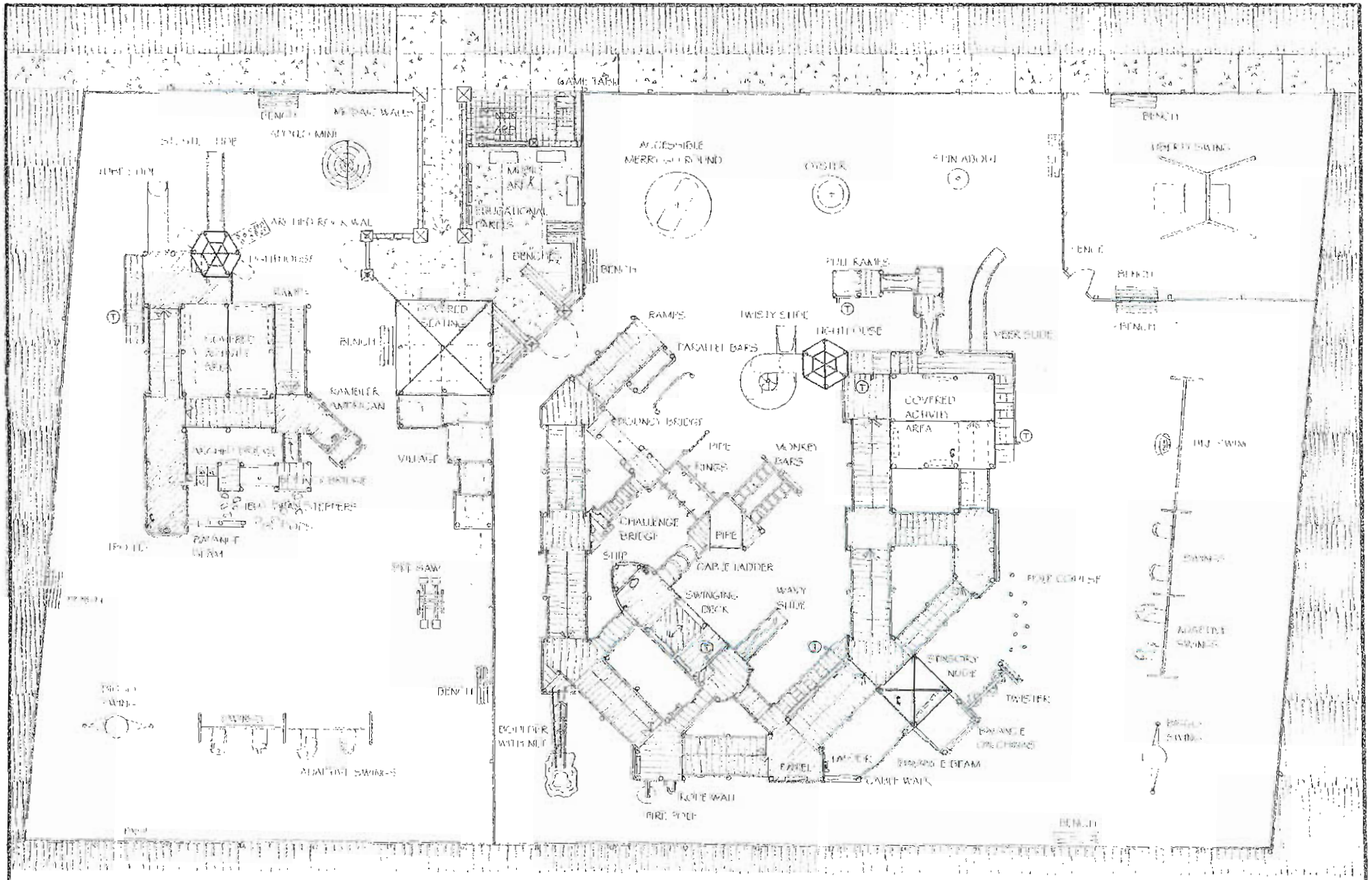


Kenosha Dream Playground Project

Can we build it?

Yes we can!

DREAM PLAYGROUND
PETZKE PARK
Kenosha, Wisconsin

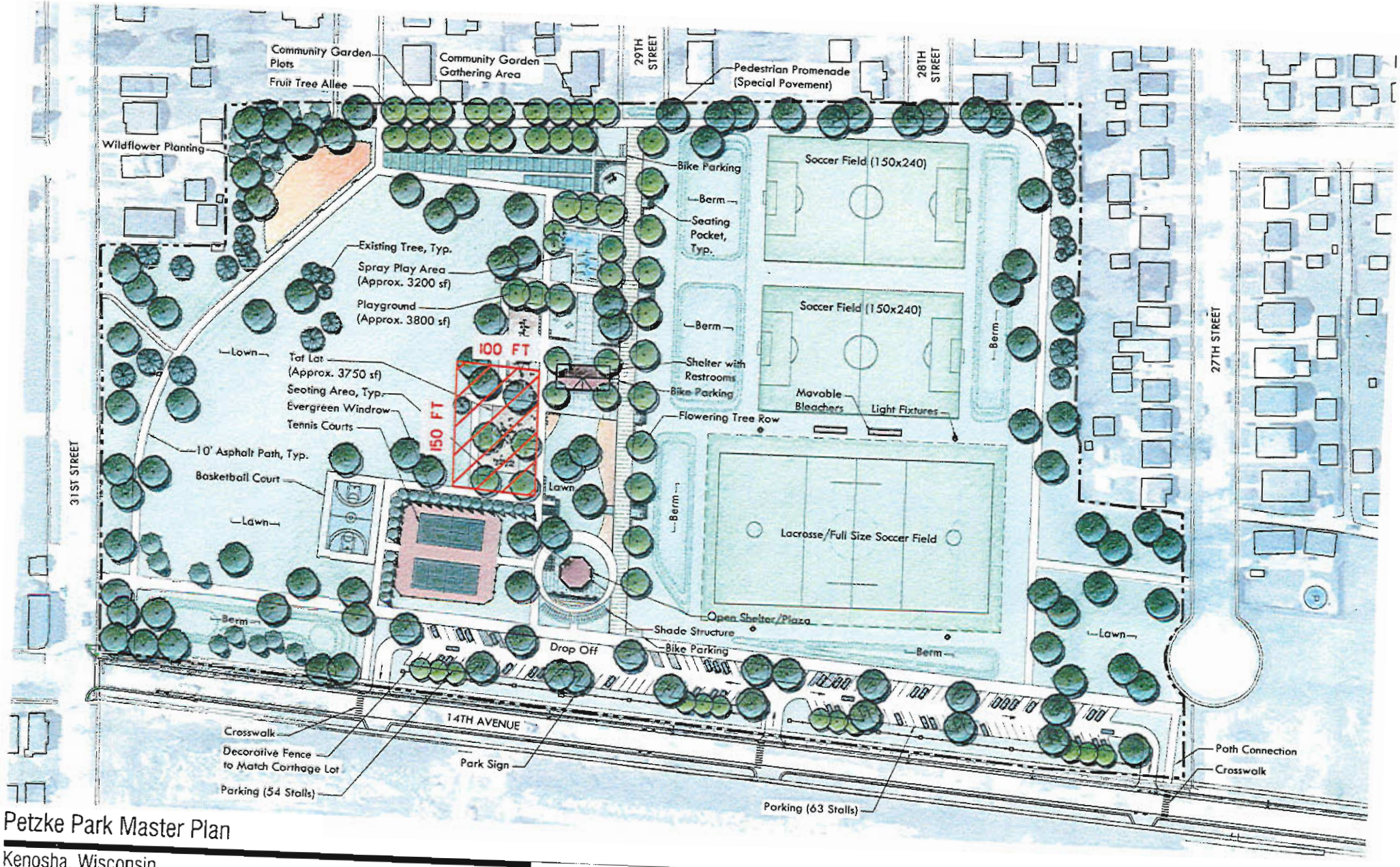


SCHEMATIC PLAN
DREAM PLAYGROUND
Petzke Park
Kenosha, Wisconsin

Play by Design - Ithaca, NY - 6/19/14 DW

N

10 0 10 20 30 40 50 FT



Petzke Park Master Plan

Kenosha, Wisconsin

ID | 2407 04 0405 | 2011

0 25 50 100

Exhibit G

SAA DESIGN GROUP

Dream Team Members

1) Tammy Conforti
2) Jaime Forsythe
3) Daryl Forsythe
4) Mary Perrine
5) Mark Modory
6) Ben Lake
7) Rollin Pizzala
8) Tim Mattner
9) Jill Mattner
10) Jeff Wamboldt
11) Debbie Wamboldt
12) Dennis Walsh
13) Vicki Walsh
14) Traci Gotz
15) Dayna Bennett
16) Patrick Zuchowski
17) Karen Marie Halter
18) Virginia (Ginny)Brydges
19) Maggie Regner
20) Margie Gentner
21) Michelle Gullet Price
22) Linda Johnson
23) Dale Howser
24) Jeff Johnson
25) Dave Marifern
26) Katie Briggs
27) Terri Molinaro Lopez
28) Judy Ginkowski
29) Richard (Dick) Ginkowski
30) Jennifer Tiernan
31) Donna Tiernan
32) Sharon Molinaro
33) S.R. Mills

Fundraising Price List

Dream Playground

Kenosha, WI

This list is for fundraising purposes only. Because most of the components are custom built, the dollar amounts shown are "educated guesses" of the labor and materials costs of individual components. (Note: The sum of the component costs on this list will not equal the overall cost of the playground. It does not include additional materials, such as groundcover, fencing, or other items that vary from project to project.)

A purchaser of an individual component typically receives recognition on a donor wall or donor board located at the entrance of the playground. Another method is to mount individual plaques on each piece. The local newspaper will sometimes post the donors' names.

The fundraising committee should take this list and identify donors to potentially purchase each component. For example, the PTO or Kiwanis might purchase the Trolley.

Playground Structure

School-Age Area

Accessible Merry-Go-Round	$30,000	Cable Walk	$1,000
Oyster	$7,800	Ladder	$600
Spin About	$3,150	Panel	$1,100
Bench (5)	$350ea	Rope Wall	$500
Pull Ramps (2)	$5,400ea	Fire Pole	$600
Veer Slide	$14,000	Boulder with Net	$12,500
Lighthouse	$25,000	SII Short Wave Slide	$1000
Twisty Slide	$19,500	Swinging Deck	$4,000
Covered Activity Area	$18,000	Ship	$12,000
Pole Course	$3,000	Cable Ladder	$1,400
Rock Wall	$400	Pipe (2)	$100ea
Sensory Node	$5,000	Monkey Bars (2)	$675ea
Twister	$1,600	Rings (2)	$700ea
Balance on Chains	$250	Challenge Bridge	$2,500
Balance Beam	$200	Bouncy Bridge	$500

play by design

PLAY BY DESIGN

School-Age Area (continued)

Parallel Bars	
Ramps (10)	$1,000ea
Biggo Swing	$6,500
Adaptive Swings	$4,500
Swings	$4,000
Tire Swing	$6,500
Liberty Swing	$18,000

Entrance Area

Game Table	$500
Bench (6)	$350ea
Music Area	TBD
Covered Seating	$10,000
Mosaic Walls	TBD
Educational Panels	TBD

Tot Lot Area

Spring Toy	$750
Apollo Mini	$15,000
St. Stl. Slide	$10,700
Tube Slide	$850
Arched Rock Wall	$350
Lighthouse	$15,000
Ramps (3)	$1,000ea
Covered Activity Area	$18,000
Arched Bridge	$200
Pods	$1,500
Bouncy Bridge	$500
Jelly Bean Steppers	$500
Balance Beam	$100
Trolley	$9,000
Tot Step Ladder	$500
Mushrooms	$1,200
Village (5 units)	$2,000ea
Turtle	$4,500
See-Saw	$3,300
Benches (4)	$250ea.
Biggo Swing	$6,500
Swings	$4,000
Adaptive Swings	$4,500

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Achievement Center, Inc.

Project Title: Supported Self Employment

Category: PUBLIC SERVICE
(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 20,000.00

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

Name: Christine Weyker

Address: 1218 79th Street
Kenosha, WI 53143

Phone Number: 262-658-9510

E-Mail Address: cweyker@thekac.com

RECEIVED
SEP 30 2014
CITY OF KENOSHA
COMMUNITY DEVELOPMENT & INSPECTIONS

KAC- Supported Self Employment

Problem:

Adults have the ability to make choices regarding their employment. Some of us choose to enter the trades, some professional positions, some choose small companies while others choose large corporations, still others opt to start their own business. Most often those who start their own business do so based upon an idea or interest they have. This is not generally the case for adults with disabilities. Particularly those whose condition is seen to be more severe.

We all measure our self-esteem and self-worth based upon our ability to be productive members of society. We all get worth from participating in meaningful work. This is no different for people with disabilities. If we all base our value on our ability to contribute in a meaningful way it would follow that employment choices should be available to everyone regardless of disability.

There are many programs and options for people with disabilities. KAC currently offers summer exploration for soon to graduate students, facility based work for people who are not interested in working in the community, supported employment for those who want to work in the community but need more direct guidance, and competitive community employment for people who want to work in the community and require little additional support. One option that is not currently available is supported self-employment; starting a small business based upon a talent or interest that earns enough money so that it is not considered a hobby.

Evidence of the problem:

Labor statistics have not changed much over the past years. Unemployment among disabled workers remains considerably higher at 12.8% than for the non-disabled worker at 6%. The Center for Economic Policy research released a report in August of 2014 that indicated of the employed workforce 34% of people with disabilities had part time work compared to 19% of non-disabled workers in the workforce. This indicates that it is twice as likely for a person with a disability will acquire part time work rather than full time work. People with disabilities who had higher levels of education were more likely to become employed and attain full time work than those with less education.

The unemployment number points directly toward the fact that people with disabilities are looking for work and are unable to acquire it. KAC has many years of experience assisting people with disabilities to find jobs. The success of this ebbs and flows with the job market and economy but one thing that doesn't change is that not everyone can or wants to work for someone else.

Goal:

The goal of this project is to make self-employment an option for people with disabilities.

Who Will Benefit:

Ten individuals with disabilities who choose supported self-employment as their best option for employment will benefit. Staff will help individuals through a self-determination process to insure this is the best option. During this process an idea or interest is often identified followed by the identification of a "niche". Supported self-employment goes beyond the generation of a small amount of spending money from a hobby to the creation of a small business that will generate enough revenue to be recognized by the IRS.

Success:

This project will be considered a success when participants identify their business and have a viable business plan. At least one participant will see their plan through and create a viable small business.

Where:

This program will be held on site at KAC. It will include individual sessions along with small group sessions. Participants will meet with various staff and others from the community throughout the process of self-determination, business planning, and implementation.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 10

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   Yes Disabled ____ Homeless
   ____ Elderly ____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✔	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?
KAC provides a variety of programs and services for people with special needs. Adult programs include employment, recreation and day services for adults with disabilities.

b) How will this project relate to these services?
This program will provide an additional choice of employment option for people with special needs who are not interested in community or facility based work.

	Yes	No
c) Is the proposed project contained in:		
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☐	☑
d) Is your project a continuation of a current activity?	☐	☑
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☐	☑

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

Year	$ Award	Year	$ Award	Year	$ Award

h) If this project is not currently in operation, do you have staff to implement the project?	☑	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☑
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.)	☐	☑

l) When will the project be implemented? 07/01/2015 (mm/yy)

m) Please explain your plan to identify clients for this service.
People will be identified through a self awareness/discovery process.

n) Number of (UNDUPLICATED) clients to be served by this activity. 10

o) Other information you wish to provide regarding the status of the project:
This will be a new program for individuals who do not fit into traditional employment options.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$20,000.00
Source: United Way (Not yet submitted)	$20,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$20,000.00
TOTAL REVENUE:	$40,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries/fringe @ 20hrs wk	$10,898.00	$10,900.00	$21,798.00
Expense: Support for individuals for start up ex	$9,101.00	$9,101.00	$18,202.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$19,999.00	$20,001.00	$40,000.00

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

Section 5: Budget Continued

1. If full funding is not received, please describe what can be accomplished with less funding.
   KAC will engages in a continuous process of identifying funding sources. KAC will continue to seek other funders as needed.

2. If full funding is not received, will less service be provided? Yes ☑ No ☐
   If yes, please describe in detail.
   Funding received will determine the number of participants that can be served.

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
Sources not yet determined.	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(Please attach a copy of your Mission Statement. This attachment is labeled Attachment ~~A~~ 4.)

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

This program is consistent with the mission as it is another opportunity for personal growth and success of people with special needs. The program is designed to give an employment opportunity to people who are not interested in community employment or facility based employment.

Section 7: 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.

KAC's Board of Directors met on September 25th, 2014 where a motion was made and seconded approving the submission of the CDBG application for funds in the amount of $20,000 for supported self employment. Additional funds will be sought from United Way in order to support 10 individuals. KAC may be required to raise funds to fill gaps but the amount of those funds has not yet been identified. This resolution passed unanimously.

Attachment 2

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☑ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

10 individuals with disabilities will have access to work through from self employment for the purpose of creating economic development.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements (1)
- [x] Endorsing resolution (2)

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws (3)
- [x] Non-Profit Mission Statement; date of Mission Statement 9/25/14 (4)
- [x] Current Agency Plan; date of Plan 2013-2014 (5)
- [x] List of Board of Directors (6)
- [x] Non-Profit's most recent Annual Report (7)
- [x] Non-Profit 501C(3) Certification (8)

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.)***

SIGN HERE	September 29, 2014
Signature of Authorizing Official	Date
Christine Weyker- Chief Executive officer	262-658-9510
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	September 29, 2014
Signature of Authorizing Official	Date
Jennie Tunkieicz - Board President	262-658-9500
Typed Name and Title of Authorizing Official	Phone

KAC, Inc.
FULL BOARD MEETING
September 25, 2014

In Attendance: Christine Genthner, William Harris, Todd Kelley, Dr. Joseph Mangi, Rebecca Matoska-Mentink, Marti Mills, Andy Park, Don Pfarr, Jr., Robert Redlin, Steve Stanczak, Jennie Tunkieicz, Susan Valeri
Staff: Jan Uttech, Chris Weyker, Tammie Sorenson

Excused Absence: Erin Anderson, Kevin Deaton, David Hankins, John Jaraczewski, William Michel II

1. Roll call was taken and quorum was established.

2. The August 28, 2014 Full Board minutes were reviewed. A motion was made by Don Pfarr, seconded by Sue Valeri to receive and file the minutes as written. It unanimously passed.

3. The Fall Event Committee met on September 5, 2014.
The event is Saturday, October 18th, at the Madrigrano Center. The location was changed this year and it will be a little more formal. This year there is a Community Raffle with 50 prizes. Raffle tickets can be purchased online and the list of prizes is on the website as well. The drawing will held from highest dollar value to lowest. There is a live auction this year but no silent auction. There will be an additional raffle at the event sponsored by Rasumussen Diamonds. The goal is to earn $50,000.

4. The Adult Services Committee met on September 9, 2014.
The reports were highlighted. They are pretty positive and there is nothing urgent. KAC continues to move from facility-based to community-based work. It is anticipated there will be more entry level jobs in the community as new employers move into the area. The surveys had great results with average scores on a 3 point scale being: Vocational Evaluation - 2.71; Community Employment - 2.83; Adult Day Services - 2.95; and Prevocational Services - 2.84. The Outcome Report Summary was highlighted. The Summer Employment Program had 3 participants this year. KAC was able to continue with WETAP as there were carry over funds for 2014. KAC is working with the City of Kenosha to apply for WETAP funds as this is used to transport 55 people to work at Great Lakes Naval Base. The city already does oversight with KAC for Care-A-Van services. The gardening program went well and were at Farmers Market and Harbor Market this year. The Recreation Program was formerly fun by Kenosha Arc and KAC took it over when the Arc discontinued their chapter. The Rec Program will begin with a Halloween Dance. There will be one Friday night event at the YMCA and one outing in the community beginning in 2015. There was discussion regarding Medicaid Services and what that may mean for the agency.

5. The Strategic Planning Committee met on September 11, 2014.
The 2013-2014 Strategic Plan objectives and progress was reviewed. The Dream Playground is at $319,000. The pre-build will be August 21-23, 2015 to set posts and skirting. The Community Build is September 8-13, 2015. The shifts are 4 hours each. The community is invested in the playground by helping to build it. KAC staff is designing and pricing a community based prevocational program option to sell to Community Care. The next step is to meet with CCO regarding these new contracted service. Business Opportunities is exploring e-recycling. In Marketing, KAC has a newly formed Junior Board which is a mission-based group made up of persons under 30 years of age. They have been oriented to KAC and will be focusing on social events at this time. Board members were asked it other people can join this group and Chris noted that it is a good way to connect with younger people and they are always looking for more members. KAC continues to be solid financially. KAC doesn't need to make a profit if the participants are able to do the work but work must be profitable if staff and hourly workers are doing the work. KAC's core values are rolling out to staff, it is a laborious process. The vision and mission

statements were updated. Todd has suggested adding "building confidence" to the end of the mission statement. Don Pfarr, Jr., Bob Redlin and Joe Mangi approved this change to be added at the next review. KAC's goal is to integrate people in the community.

6. The Development Committee met on September 19, 2014.
Fall Event information is easily accessible on the web site. Harbor Market and Farmers Market are being used as test sites for items including dog biscuits, which have been a big hit. We will be bring back the Spaghetti Dinner in 2015. This is a "friend raiser" that is a huge recruiting opportunity for the Playground to recruit volunteers. Mendards is being pursued to host a "round up" fundraiser for KAC in October. This will help us to figure out logistics and jump in with more stores next year. Walgreens would be another good partner. Don noted that we should start by contacting store managers. Proclamations for KAC's 50th Anniversary are being pursued with the city and county.

7. The Finance & Audit Committee met on September 23, 2014.
   A. The Statement of Cash Flows was reviewed. In Operating Activities there was an increase in net assets of $22,991 compared to an increase of $65,326 in 2013. Depreciation was $165,328 compared to $177,840 in 2013. Donated buses included in support in 2013 was $67,938, we have not received vehicles yet this year. Accounts receivable increased by $16,487 compared to an increase of $29,395 in 2013. Inventories increased by $201 compared to $15,258 one year ago. Accounts payable decreased by $17,465 compared to a decrease of $48,049 one year ago. Net cash provided by Operating Activities is $154,166 compared to cash provided by Operating Activities of $82,525 one year ago. In Investing Activities there were payments for property and equipment of ($38,647) for the match on UMTA vehicles compared to ($23,333) in 2013. In Financing Activities payments on debt was $23,892 compared to $24,624 one year ago. For the month there was an increase in cash and cash equivalents of $91,628 compared to an increase of $34,569 one year ago. Ending cash and cash equivalents was $1,187,701 compared to $918,285 in 2013. The cash balance by fund was highlighted at the bottom of the report.

   The Revenue Statement was reviewed. Line 3, WI DVR, is down $3,709 compared to last year. Line 5, Other Governmental, is $26 compared to $68,016 in 2013, which included UMTA vehicles last year. Total Governmental Support for the month is down $78,207 and year-to-date it is down $236,039 compared to last year. Line 10, Playground, is up $4,853 compared to last year. The fund is at $167,032. Line 15, Fees, is up $7,876 for the month and year-to-date is up $44,253. Total Community Support for the month is $76,207 compared to $61,486 in 2013. Year-to-date Community Support is at $538,843 compared to $436,237. Line 16, Food Service, is down $16,626 compared to last year. Line 17, Production, was down $10,837 compared to last year. Line 18, Other Misc., was up $17,919 for the month and year-to-date it is up $32,448. This now includes billing to nursing homes for transportation and the sale of 4 vehicles. Total Self-Sustaining Revenue for August is $263,354 compared to $272,898 in 2013. Total Revenue for August is $637,630 compared to $710,659 in 2013. Year-to-date revenue is $4,969,761 compared to $5,150,549 in 2013.

   The Expense Statement was reviewed. Line 17, Misc. Expenses for EHS, was up $5,942 due to the nurse contract with Kenosha County. Line 23, Building Maintenance, was up $2,030 due to the new sign. Line 38, Food Service Expense, is down $13,749 mainly due to fewer meals prepared compared to last year. Total Expenses for August are $605,612 compared to $608,033 in 2013. There was an excess of revenue over expenses for the month of $32,017 compared to an excess of $102,626 in 2013. Year to date there was an excess of revenue over expenses of $22,991 compared to the previous year excess of $68,656. <u>A motion was made by Sue Valeri, seconded by Christine Genthner to receive and file the unaudited financial reports as presented</u>. It unanimously passed.

   B. The August 2014 Early Head Start Grant Fiscal Report was reviewed. EHS has a full-time Family Advocate position open as funds from the State of WI were added, a full-time Advocate moved into

the part-time new opening. A request will be made to move $50,000 from staff salary to contracts as the nurse is being contracted through Kenosha County. The program is under spent $3,802 YTD. However, more information is needed regarding the state funds as they run on a different calendar year. The award is on a July - June year. Notice of the award was not received until the end of August. Chris noted that the state funds of $34,650 can be included in in-kind. A motion was made by Christine Genthner, seconded by Sue Valeri to receive and file the Early Head Start Grant Fiscal Report as presented. It unanimously passed.

8. Chris gave the CEO Report.
   A. Playground Update - The designers were in Kenosha and met with city officials. The mayor has promised an additional $100,000 of support which will cover the cost of the playground base. We still need $300,000-$400,000 for the project. All money raised so far was through the community.

   B. Elder and Disabilities Benefit Specialists - KAC has had 2 Disability Benefit Specialists. Kenosha County put these positions and 2 Elder Disability Specialists out for bid to begin in 2015. KAC successfully bid on these positions.

   C. Grant Applications
      1) CDBG - KAC will submit three bids.

         #1 - The Dream Playground was encouraged to apply as they fit the definition. A request will be submitted for $100,488 for equipment. A motion was made by Don Pfarr, Jr., seconded by Joseph Mangi approving this request. It unanimously passed.

         #2 - Supported Self Employment will request $20,000 for small scale businesses. Staff anticipates requesting funds from United Way in an equal amount in order to support 10 individuals. A motion was made by Bob Redlin, seconded by Andy Park approving this request. It unanimously passed.

         #3 - We will request $12,000 for a swipe card system on exterior doors. KAC will contribute about $2,000 to the project. This is based on the middle estimate received. A motion was made by Rebecca Matoska-Mentink, seconded by Sue Valeri approving this request. It unanimously passed.

      2) Kloss - This grant requires an invitation to submit. In the past this was used for the match on purchased buses. KAC was invited to submit for the playground and will request $25,000. A motion was made by Joseph Mangi, seconded by Don Pfarr, Jr. approving this request It unanimously passed.

9. The calendar of upcoming events through December was displayed on the agenda. It was highlighted that Finance & Audit was changed to October 28th and Full Board was changed to October 30th.

   Tuesday, October 7th - 11:45 a.m. - Nominations Committee
   Wednesday, October 8th - 11:45 a.m. - Human Resources Committee
   Saturday, October 18th - Fall Event
   Monday, October 27th - 5-8 p.m. - Culver's (8124 Sheridan Road) Share Night Fundraiser
   Tuesday, October 28st - 11:45 a.m. - Board Directed Endowment / Finance & Audit Committees
   Thursday, October 30th - 11:45 a.m. - Full Board

   Wednesday, November 12th - 11:45 a.m. - Governance Committee
   Thursday, November 13th - 11:45 a.m. - Early Childhood Services Committee
   Tuesday, November 25th - 11:45 a.m. - Finance & Audit Committee

   Tuesday December 8th – 11:45 a.m.- Adult Services
   Thursday December 10th – 11:45 a.m. Strategic Plan
   Friday December 12th – Participant Holiday Party
   Tuesday, December 16th - 11:45 a.m. - Finance & Audit Committee
   Thursday, December 18th - 11:45 a.m. - Full Board

The meeting adjourned at 1:05 p.m.

Respectfully Submitted,

Tammie S. Sorenson
Executive & Human Resource Assistant

KAC Vision

Creating possibilities. Achieving dreams.

KAC Mission

KAC's mission is to create opportunities for the personal growth and success of people with special needs. KAC does this by removing barriers, changing perceptions.

KAC
Core Values

Respect: We respect the inherent dignity of all people. Respect compels us to honor and acknowledge differences. We believe in the value and worth of all people. We treat people with kindness, courtesy and politeness.

Integrity: We do the right thing the right way because it builds a foundation of trust. We say what we mean, match our behaviors to our words and take responsibility for our actions.

Safety: We believe that safety is a cornerstone to all aspects of the work we do. We share a personal and professional commitment to protecting the safety and health of our employees, stakeholders, participants and community. KAC provides people with the training, knowledge and tools to work safely and prevent accidents.

Excellence: We make it a priority to understand the people and businesses we serve so we can anticipate their needs and exceed their expectations.

9

KENOSHA ACHIEVEMENT CENTER, INC.

1218 – 79th Street, Kenosha, WI 53143-6199

BOARD OF DIRECTORS – APRIL 1, 2014 THROUGH MARCH 31, 2015

Officers	Address	Phone	Fax	E-mail
Tunkieicz, Jennie President	Chief of Staff to the County Executive 1010 – 56th Street, Kenosha, WI 53140	653-2831	653-2817	JTunkiei@co.kenosha.wi.us
Deaton, Kevin Vice-President	Gateway Mortgage 1202 – 60th Street, Kenosha, WI 53140-4047	657-7733		kevin@gatewaymortgagecorp.com
Redlin, Robert A. Treasurer	Snap-on, 2801 – 80th Street, Kenosha, WI 53143 Consumer Representative, 9044 – 33rd Avenue, Kenosha, WI 53142	656-4794 942-0259*		bob.redlin@snapon.com rredlin2@wi.rr.com
Mills, Marti L. Secretary	Bear Property Management, Inc. 4015 – 80th Street, Kenosha, WI 53142	842-0567	697-9856	Marti@bearproperty.com
Board Members				
Anderson, Erin	Project Manager, Riley Construction Home: 4803 – 101st Place, Pleasant Prairie, WI 53158	Work: 658-4381	605-2100	erina@rileycon.com
Genthner, Christine	Attorney 4646 - 78th Street, Kenosha, WI 53142	Cell: 945-5058		tcjgenthner@wi.rr.com
Hankins, David L.	President/CEO, Daimar Apt. & Imagine Investment Inc. V.P. Sec. WI-Star Inc. Investments 11203 – 61st Avenue, Pleasant Prairie, WI 53158	Cell: 818-1882 694-8225		daimar@prodigy.net
Harris. Bill	Harris Pet Hospital 24424 - 75th Street, Paddock Lake, WI 53105	Work: 843-4251 Cell: 492-4465		B27Harris@yahoo.com
Jaraczewski, John D.	Assistant Chancellor, UW Parkside 900 Wood Road, PO Box 2000, Kenosha, WI 53141-2000	595-2591	595-2630	jaraczew@uwp.edu
Kelley, Todd	Vice President, Carthage College 2001 Alford Park Drive, Kenosha, WI 53140	Cell/Work:551-2400 764-0487*		tkelley101@gmail.com
Mangi, Joseph	8712 Third Avenue, Pleasant Prairie, WI 53158	694-2652*		josephmangi@hotmail.com
Matoska-Mentink, Rebecca	Clerk of Circuit Court, Kenosha County 912 – 56th Street, Kenosha, WI 53140	Work: 653-2810 515-3745		Rebecca.Matoska-Mentink@wicourts.gov
Michel II, William P.	Attorney 1025 – 56th Street, PO Box 1614, Kenosha, WI 53141	652-8144		william_michel@sbcglobal.net
Park, Andy	Uline 12575Uline Drive, Pleasant Prairie, WI 53158	612-4200, Ext. 5175		apark@uline.com ptate@uline.com
Pfarr, Donald Jr.	Pioneer Projects 3200 Sheridan Road, Suite 105, Kenosha, WI 53140	(262) 764-1478 Cell: 496-4670	(262) 764-2213	don@pioneerproj.com
Stanczak, Steve	HR Director, City of Kenosha 625 - 52nd Street, Room 205, Kenosha, WI 53140			
Valeri, Susan	Coordinator of Special Ed./Student Support, KUSD #1 3600 – 52nd Street, Kenosha, WI 53144	Work: 359-5950		svaleri@kusd.edu
Chief Executive Officer Weyker, Christine	Kenosha Achievement Center, Inc. 1218 – 79th Street, Kenosha, WI 53143-6199	658-9510	605-3300	cweyker@thekac.com

5/14

*Home Phone

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Women & Children's Horizons

Project Title: Safety & Security

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 30,000.00

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

Name: Beth Ballo

Address: 2525 63rd Street

Kenosha, WI 53143

Phone Number: 656-3500

E-Mail Address: bballo@wchkenosha.org

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 1: Project Description

- **Define the problem your application will address**
  According to the Kenosha Police Department (KPD), the security systems at the Women and Children's Horizons (WCH) shelter and administrative buildings are inadequate. (KPD report attached) WCH is requesting a CDBG facilities grant to increase security at both buildings. WCH worked with 2479 clients in 2013, all of whom are victims of domestic violence or sexual assault and are often fleeing their abuser. Leaving can be dangerous. The most dangerous time for a woman who is being abused is when she tries to leave. (United States Department of Justice, National Crime Victim Survey, 1995) This is generally the time when the victim comes to WCH shelter. Additionally, WCH advocates accompany clients to court and provide support groups. During this period the vulnerability to staff and clients escalates, and for a variety of reasons, shelter location and/or the location of the victim can be compromised.

- **Provide Objective Evidence to Illustrate the Problem**
  Between 2013 and 2014, WCH requested 3 KPD wellness checks for shelter. The KPD came to shelter 5 times due to staff concerns or client altercations. The agency requested increased patrol around shelter 4 times and twice around the administrative building when threats to staff were made. KPD was contacted on 5 additional occasions to respond to WCH transitional living apartments (2 wellness checks, 3 client altercations). On April 14, 2014, Ron Francis of the KPD inspected the WCH administrative building and shelter for gaps in security. In his recommendation, he noted 21 concerns at shelter and 15 at the administration building. He said "There are three things bad guys don't like: light, noise and groups." He emphasized the need to secure access to both buildings and to provide additional lighting and cameras. Based on his analysis, it was determined that agency, staff and client vulnerability to an intruder was high.

- **What is the Goal of the Project?**
  The goal of the project is to decrease threats of perpetrators of domestic violence to WCH clients, staff and residents.

- **How does this project benefit low to moderate income persons or eliminate slum and blight?**
  WCH is located in a neighborhood which struggles with poverty and violence. Between 2011 and 2013, WCH has seen yearly increases in the number of total shelter bed nights. The 8648 bed nights in 2013 represent a 38.8% increase in the number of bed nights provided in 2012 (6230). There was also a 31.4% increase in the total number of meals served in shelter between 2012 and 2013 (10,898 to 14,316). Between 2011 and 2013, intake data indicates the average

income of a shelter resident, not counting her abuser's income, has fallen from $8520 to $5936 to $3968. In 2013, 41.7% of adult shelter residents had no income, and 86.9% had incomes less than $10,000 per year.

- **Who Will Benefit from this Project?**
  The neighborhood, clients and staff will benefit from the increased security to WCH facilities.

- **How do you expect to measure the success of the project? List the measurable outcomes of the project?**
  The success of the project will be measured by feedback from clients and staff that they believe the sites to be safer. The primary measurable outcome of the project will be a decrease in calls to the KPD.

- **Where is the project located or where will the project take place?**
  The project is located at the WCH shelter building and administrative building (2525-63rd Street).

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☑	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

4. **Facilities Project:**

	Yes	No
a) Have you obtained at least three written ***estimates*** (not bids)? If Yes, attach. If No, please explain why not obtained.	☐	☐
b) Is the proposed project contained in:		
Consolidated Plan	☐	☐
Neighborhood Plan	☐	☐
Neighborhood Revitalization Strategy Area	☐	☐
Area Plan	☐	☐
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☐	☐
c) Have you retained the services of a consultant? If yes, check appropriate box:	☐	☐
d) Do you have completed plans?	☐	☐
e) Do you have completed bid documents?	☐	☐
f) Will a review of your project be required by:		
Neighborhood Services & Inspections	☐	☐
City Plan Commission	☐	☐
Zoning Board of Appeals	☐	☐
Other (specify) _____	☐	☐

☐ Engineer ☐ Landscape Architect
☐ Architect ☐ Planner

g) Who will be responsible for the oversight of this project?

h) Why are improvements necessary to the organization and the program services?

NOTE:

A LIEN WILL BE PLACED ON REAL PROPERTY THAT IS IMPROVED WITH THE USE OF CDBG FUNDS. SUCH LIEN SHALL REMAIN UNTIL THE PROPERTY IS SOLD BY THE AGENCY RECEIVING CDBG ASSISTANCE.

Go to and complete pages 12-19

5. Economic Development Project:

a) Describe the impact/benefit this project will have on the area:

Provide a safe and secure place for demostice violence and sezual assault victime to receive help and guidance.

b) What are the long term plans for the area being served?

Prosperity and increase of security

c) Describe the stage or phase that the project is in:
We have installed a bullet proof window in the lobby. WCH is in the beginning stages of security. We have 1 bid and will have 2 additional bids by October 10th.

	Yes	No
d) Have you retained the services of a consultant?	☐	☑
If yes, check appropriate box:		
If no, will the services be retained?	☐	☑
☐ Engineer ☐ Landscape Architect		
☐ Architect ☐ Planner		
e) Do you have completed plans?	☑	☐
f) Do you have completed bid documents?	☑	☐
g) Is the proposed project contained in:		
Consolidated Plan	☐	☑
Neighborhood Plan	☐	☐
Neighborhood Revitalization Strategy Area	☐	☐
Area Plan	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☑	☐
h) Will a review of your project be required by:		
Neighborhood Services and Inspections	☐	☐
City Plan Commission	☐	☐
Zoning Board of Appeals	☐	☑
Other (Specify) _____	☐	☐

i) Who will be responsible for the oversight of this project?
Kimberly Breunig, Korie Rumph, Sue Schmidt-Decker

j) Why are improvements necessary to the organization and the program services?
Very little security at the Admin Bldg and Shelter. WCH has seen an increase in hostile perpetrators at both locations.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$25,000.00
Source: Kenosha County Human Services	$1,000.00
Source: HUD	$2,000.00
Source: DCF	$2,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$5,000.00
TOTAL REVENUE:	$30,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Card Access Administration	$7,500.00	$1,500.00	$9,000.00
Expense: Additional Cameras-Admin Bldg	$2,500.00	$1,000.00	$3,500.00
Expense: Card Access Shelter	$8,100.00	$1,000.00	$9,100.00
Expense: Cameras DVR System-Shelter	$3,100.00	$1,000.00	$4,100.00
Expense: Panic Button Administration	$2,500.00	$500.00	$3,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$23,700.00	$5,000.00	$28,700.00

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

Section 5: Budget Continued

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

   - Additional parking lot lighting for Admin Bldg & Shelter
   - Deadbolts on doors
   - Signage in parking lots of Admin & Shelter
   - Removal of enclosure at Admin back door
   - Blinds on lower windows

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

   Statistics have shown that when victims do not feel safe, they will not look for help. They will continue to be abused and not seek ways out of their situations. They become beaten down, mentally and physically, and eventually end up further in the system.
   With everything that has been in the news recently, and the volatile outbursts of aggressors in the Shelter and Admin Bldg lately, we owe it to our clients and employees to provide a safe environment for the services we provide.

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
Funding sources are unavailable at this time. The project will have to	
be piece-mealed together as we search for donations. This could put	
the victims in a dangerous position.	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

The mission statement of WCH states that we are here to provide support, education, training, and healing for victims of sexual and domestic violence/abuse.

The best way for us to do that is to provide a safe and secure place for the victims. This allows them to open up and begin to heal, as well as receive guidance on any legal matters, in a non-threatening environment.

Section 7: 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.

The Board of Directors held a meeting on August 20, 2014, in which they voted unanimously to apply to the CDBG for "recommended security upgrades". Thee was no dollar amount attached to the request, only the recommendations from the Kenosha Police Department.

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

Additional cameras will provide an increased sense of security in the neighborhood. While the signs are a good deterent, security careras, along with video, has shown to decrease crime in Kenosha.

Key card entry to the buildings and interior hallways will provide a safer environment for both clients and employees.

As the building becomes more safe and secure, crime is decreased in the area, creating a more sustainable living environment.

Exhibit B

Women and Children's Horizons

Board of Directors - Monthly Meeting Minutes August 20, 2014

Attending: Sandy Riese, Marcy Hufendick, John Plous, Terri Schmidt, David Zoerner, Sarah Harris, Betsy Anderson, Fran Wargolet, Leo Schuch Diane Walton, Eva Hoey, Pam Seidl, Betsy Brown, Robert Hallisy, E.D. Beth Ballo

Absent: Kristeen Morgenroth, Erik Guttormsen, Lou Molitor

Call to order at 5:30 pm by: President Sandy Riese

Motion to approve June 2014 Board Meeting Minutes: By Terri, second by Betsy B., passed unanimously.

Treasurer Report: Terri - See Reports

- The June financial statements were discussed in Committee – July statements have been distributed
- Nifty Thrifty reported another profitable month – approximately $5,000.00 and the YTD profit is about $23,000.00
- The recent Met Life stock sale resulted in a $595.72 deposit into the general account

Executive Director Report: Beth - See report

- Platinum Systems has been hired and will begin the data transfer in early September
- Vacant positions have been filled: Kim Breunig as the Business Coordinator, Rachel Clair as the Volunteer Coordinator and Lydia Thompson to be the co-coordinator (with Lucy Ortiz) for the Sexual Assault Coordinators
- Beth has met with the President of Carthage and the Chancellor of Parkside. They (likely with the Gateway President) will speak at the Annual Luncheon in October
- A Federal Mandate has been given to universities/colleges to work directly with the local rape crisis center – in Kenosha that is WCH
- KPD and KSD Administrations met with Beth and WCH staff to prepare for In Service training of all first responder law enforcement officers in the County

Governance Committee: Bob

- Interested Board members for the positions President, V.P. Secretary and Treasurer should contact Sandy or Bob for the 2015 elections.

Finance Committee: Terri - See reports

- Golf Outing was down in total revenue – due mostly to decreased sponsorships, Betsy B. commented that this is an opportunity to do better next year
- Terri moves that with the expected payments in the near future (18th Ave. properties) WCH should close the mortgage account at Johnson Bank to use the General Account instead, Second by Bob, **motion passed unanimously** Sandy will be working on this with Johnson Bank

Marketing/Outreach Committee: See Report

Property Committee: Sandy

- The closing for the 18th Ave. Properties should be next week. Sandy will inform the Board when it occurs

Program Committee: Marcy – See Report

- Several recent upgrades at Shelter, including appliances and furniture – thanks to many generous donors and volunteers (See report)
- Marcy moves to apply for the CBDG for recommended security upgrades, a shelter furnace and Regina's salary; Second by Fran, **motion passed unanimously**

Personnel Committee: No Report

WCH Foundation: No report

Old Business:

- None

New Business:

- Travel and insurance discussed – Not WCH specific
- Next meeting Wednesday September 19th 5:30 @ the Hospice Alliance

David moved to adjourn, second by Betsy A: Meeting adjourned at 6:38 pm

Respectfully submitted by: Robert Hallisy, Secretary

Exhibit E

Agency Plan

Kenosha Police Department

Security Survey Report

Property Address: Women and Children's Horizons Inc.
2525 63rd Street
Kenosha WI. 53143
Contact Person: Executive Director, Beth Ballo
Telephone Number: 262-656-3500
Inspection Date: 04-14-2014

The following suggestions are made for the purpose of reducing the likelihood of criminal activity. While no guarantee can be stated or implied, these suggestions may be helpful. Your organization will have to weigh the benefits and cost to fit its needs and purpose.

OUTSIDE:

1). Add a security camera to the front of the building closest to 26th Ave. This would provide a view of anyone trying to hide and avoid the camera at the front door. It could also provide a view all the way down the building south on 26th Ave.

2). The front door and window are all glass and provide no security even when locked. We would suggest replacing the door with a solid core door that has a window no closer than eighteen (18) inches from the locking mechanism. The window should be removed. But as we discussed this issue is far less important than securing the entrances to the interior offices. If changes are made to these interior doors, the outside entrance door could remain as is.

3). Add more light to the parking lot. The lighting there is too low and does not appear it would cover the entire parking lot. In general lighting should be high enough that it cannot be tampered with or vandalized.

4). Lower back door: Get rid of the enclosure. The hinges for this door are also on the outside of the door, so make sure they are tamper proof.

5). Upper back door: Make sure the light above the door works and use it. Hinges must be tamper proof because they are on the outside.

6). Add security cameras to cover both the upper and lower back doors and the entire parking lot. This might be able to be done with one camera.

7). Get rid of the large landscape blocks in the parking lot and under the back stairs. This is like providing the tools to the vandals or burglars.

8). Post signs around the exterior of the building stating the building uses security cameras and that people are being monitored.

INTERIOR:

1). Add an alarm system and post signs that state the building is alarmed. This system should include glass breakage sensors for all of the lower level windows.

2). Secure entry to both the lower and upper offices. The glass doors should both be replaced with solid core doors with a window no closer than eighteen (18) inches from the locking mechanism. The window to the upper offices should be removed or at least reduced in size so it cannot be used as an entry point. Move the buzzer system to both the upper and lower office entry doors so that these doors are always secure and require someone to be let in by staff. Once again, as we discussed, the interior work is much more important than the front entrance door and if this work is done, you may be able to leave the front entrance as is.

3). Provide blinds or some sort of window covering for all the lower windows.

4). All offices doors should be solid core doors.

5). All office door locks should lock from the inside without having to use a key from the outside.

6). Add a camera in the hallway that covers the lower and upper office doors as well as the stairway leading to the upper offices.

7). The upper back door does not close properly. This needs to be fixed. Add a dead bolt to this door.

GENERAL:

There are three things bad guys don't like: Light, noise, and groups. The suggestions above cover two of the three. Ideally the building should be staffed with at least two people at all times. You should have two people when opening and two people at closing time.

When adding dead bolts the throws should be at least one (1) inch long and the strike plate should be attached to the door with at least three (3) inch screws so as to penetrate through the trim all the way to the framing of the structure.

Exhibit E

Agency Plan

Kenosha Police Department

Security Survey Report

Property Address: Women and Children's Horizons Inc.
Shelter
Contact Person: Executive Director, Beth Ballo
Telephone Number: 262-656-3500
Inspection Date: 04-14-2014

The following suggestions are made for the purpose of reducing the likelihood of criminal activity. While no guarantee can be stated or implied, these suggestions may be helpful. Your organization will have to weigh the benefits and cost to fit its needs and purpose.

OUTSIDE:

1). Add a security camera to the front of the building on the south corner pointing toward the front entrance. This is to prevent anyone from hiding in the area just south of the door.

2). Trim the tree in front of the building to the south of the entrance as best as possible, preferably eight (8) to nine (9) feet up. We want to maintain a window to see in toward the building and out from the building. We want to prevent the landscaping from providing a hiding space for the bad guys.

3). The gated screen door is very good, but it should be locked at all times. Replace and make sure the lock on this door works.

4). Add lights and a camera to cover the north side of the building.

5). Add lights for the courtyard.

6). Add security cameras to cover the entire courtyard and all three of the doors in this area.

7). Get rid of the bush between the two sheds in the courtyard.

8). Trim all bushes in this area to the fence line.

9). Trim tree on north side up to at least fifteen (15) feet.

10). Add lights at the top of the back of the building to cover the entire parking lot.

11). Add a camera to cover the parking lot.

12). Add some way to secure the back gate: Possibly a key fab or a punch code system.

13). Post signs around the exterior of the building stating the building uses security cameras and an alarm system and that people are being monitored.

INTERIOR:

1). Add a dead bolt to the front door.

2). Add a dead bolt to the north side door off of the chapel.

3). Use the window stops on all the new windows and add them to the older wooden windows. Several windows were open and many were unlocked. To prevent someone from entering the windows should be locked and if you allow the clients to open them make sure it is only to the window stops.

4). Add dead bolt to the back door off of the ramp.

5). Replace back door off patio with a steel or solid core door with a dead bolt and windows no closer than eighteen (18) inches from the locking mechanism.

6). Replace the courtyard door up from the laundry room with a steel or solid core door with a dead bolt and windows no closer than eighteen (18) inches from the locking mechanism.

7). Replace the sunroom door with a solid core door with a dead bolt and windows no closer than eighteen (18) inches from the locking mechanism.

8). For security and possible liability we recommend cameras in all of the common areas: The foyer, chapel, kitchen, playroom, laundry room, and the upstairs hallway.

GENERAL:

There are three things bad guys don't like: Light, noise, and groups. The suggestions above cover two of the three. When possible the building should be staffed with at least two people at all times. You should have two people when opening and two people at closing time.

When adding dead bolts the throws should be at least one (1) inch long and the strike plate should be attached to the door with at least three (3) inch screws so as to penetrate through the trim all the way to the framing of the structure.

Exhibit F

2014 Women and Children's Horizons Board List

Last Name	First Name	Street Address	City	State	Zip	Home Phone	Cell Phone	Work Phone	E-mail address
Anderson	Betsy	1421 43rd Ave	Kenosha	WI	53144-	(262) 552-9252	(262) 344-4208		bander12LCM@aol.com
Ballo	Beth	1130 S. Main Street	Racine	WI	53403-		(262) 822-7230	(262) 656-3500	bballo@wchkenosha.org
Brown	Elizabeth	6926 Second Avenue	Kenosha	WI	53143-	(262) 658-2601	(262) 818-7933		betsybrown@wi.rr.com
Guttormsen	Erik	600 52nd Street	Kenosha	WI	53140-	(262) 945-2771	(262) 945-2771	(262) 658-4800	ehg@kenoshalawyers.com
Hallisy	Robert	11034 40th Avenue	Pleasant Prairie	WI	53158-	(262) 694-3477	(262) 620-6062	(262) 605-5100	robert.hallisy@kenoshacounty.org
Harris	Sarah	4340 94th Street	Pleasant Prairie	WI	53158-		(262) 945-1858		sharris@carthage.edu
Hoey	Eva	3332 121st Street	Pleasant Prairie	WI	53158-	(262) 948-3550		(262) 857-7164	ehoey@kenoshacvb.com
Hufendick	Marcy	2557 Lincoln Road	Kenosha	WI	53143-	(262) 657-0391	(262) 909-1184	(262) 595-2338	hufendic@uwp.edu
Molitor	Lou	3805 30th Street	Kenosha	WI	53144-	(262) 654-4013	(262) 237-2316	(262) 654-1234	lou@kenoshaareachamber.com
Morgenroth	Kristeen	12340 Timber Ridge Dr.	Pleasant Prairie	WI	53158-		(262) 748-3778		kristeenmorgenroth@yahoo.com
Plous	John	8575 43rd Ave	Kenosha	WI	53142-	(262) 694-4723	(262) 945-1992		Jplous3@gmail.com
Riese	Sandra	3415 88th Street	Kenosha	WI	53142-	(262) 694-7725	(262) 945-1819		sandyriese@gmail.com
Schmidt	Terri	1133 Sunnyslope Dr #101	Racine	WI	53406-	(262) 884-9625	(262) 497-1661	(262) 657-7716	terris@aocpa.net
Schuch	Leo	1328 30th Court	Kenosha	WI	53144-	(262) 552-9705	(262) 496-0830	(262) 925-3064	leo@schuchteam.com
Seidl	Pamela	7401 45th Ave	Kenosha	WI	53142-		(262) 945-6872		pms4701@aol.com
Walton	Diane	7960 109th Ave	Pleasant Prairie	WI	53158-	(262) 694-4852	(262) 945-3178		waltondiane71@yahoo.com
Wargolet	Fran	21802 118th Street	Bristol	WI	53104-	(262) 222-3113	(414) 460-5007		rwargolet@wi.rr.com
Zoerner	David	11203 43rd Avenue	Pleasant Prairie	WI	53158-	(262) 948-3808	(262) 818-5515		bigzman334@hotmail.com

Exhibit I

ALARM DETECTION SYSTEMS, INC.

We Protect Lives and Property

September 30, 2014

Women's & Children's Horizons
2525 63rd Street
Kenosha, WI 53143

REF: Access Control Administration Offices / Shelter. Camera System Office& Shelter

Dear, Korie Rumph

Thank you for allowing Alarm Detection Systems, Inc. to submit our proposal for an access system /Camerasfor your facility.

Alarm Detection Systems, Inc. has been in the alarm industry for over 45 years and has amassed over 28,000 residential and commercial accounts throughout northern Illinois and southern Wisconsin. We are fully able to service all your security needs through our sales and design department, installation department, repair department and our UL and FM approved Central Station.

At ADS we only install high quality alarm parts which have been fully tested, researched and approved by Underwriters Laboratories and our own testing procedure. Additionally, ADS owns and operates one of the few UL and FM approved Central Stations which remain in Illinois and which provides top-notch monitoring for our Subscribers.

We have a motto that each and every Alarm Detection Systems employee strives to do his or her utmost to abide by. That motto is ***"Customer Service is Our Number One Goal."***

Based on our recent conversation and facility survey, I have gathered together the appropriate information to help you make an informed decision.

1111 Church Road ▲ Aurora, Illinois 60505 ▲ 630.844.6300 ▲ Fax: 630.844.5386
Security-Master, Inc. - Locksmiths 630.844.6330
www.adsalarm.com
Alarm License #127-000143 ▲ Locksmith License #192-000270

Access Control System Administration Building 63rd Street

This new system for access will use the from door strike in place and install two new inside door and one outside door with new door strikes. We will add four new readers for all four doors.

1	NX4S1	Net Axs Four door access control
4	OP10HONR	NCI Mini-Mullion HID Prox Readers
3	Strikes	Electric Door Strike
25	PX-26-H	HID Prox Cards
2	SMP3	12VDC Strike Power Supply
2	MB-MGT1640LE	16Volt 40VA Transformers
3	12V7AH	12V 7 AMP HR Batties
2	EM071235	12 X 7 1/4 X 3 Junction Box (Battery Box)
1	EM151804	15 X 7 1/4 X 3 Junction Box for (NX1P)
750	163205	Reader Cable 18/6 (Includes Wire Ties)
1350	151000	Strike Cable 18/2 (Includes Wire Ties)
250	110050	Data Cable 24/2 (Includes Wire Ties)

Cameras for Administration Building

2	VX50	Outdoor Vandal Res,Day/Night 2.8-10.5mm Varifocal, AI, 600TVL Clear **W/LED'S**
2	VXWB	Wall Bracket (Mounts to 4" square box)
2	CE-VXDC	Deep Case
1	ALTV248	8 Camera Power Supply
200	Feet	RG59U Coax Cable & 18/2 (includes power)

Access Control System for Shelter Building

Qty	Part #	Item
1	NX4S1	NetAxs 4 Door Control Panel
4	OP30HONR	NCI Mullion HID compatible Prox Reader
4	5000-12/24DC	Electric Door Strike
4	STRIKE PLATE	Door Hardware
25	PX-26-H	HID Prox Cards
1	SMP3	12VDC Strike Power Supply
1	MB-MGT1640LE	16Volt 40VA Transformer
2	12V7AH	12V 7 AMP HR Battery
1	EM071235	12 X 7 1/4 X 3 Junction Box (Battery Box)
600	163205	Reader Cable 18/6 (Includes Wire Ties)
1200	151000	Strike Cable 18/2 (Includes Wire Ties)
100	110050	Data Cable 24/2 (Includes Wire Ties)

Camera System for Shelter

Qty	Part #	Item
2	VX50	Outdoor Vandal Res,Day/Night 2.8-10.5mm Varifocal, AI, 600TVL Clear **W/LED'S**
1	CE-VT768	17" LCD Monitor-VGA/Composite
2	VXWB	Wall Bracket (Mounts to 4" square box)
2	CE-VXDC	Deep Case
1	HRGX81	8 Camera, 240 IPS, 1TB, Approx 30 Days Storage(1fps/4cif)
1	ALTV248	8 Camera Power Supply
200	Feet	RG59U Coax Cable & 18/2 (includes power)
100	Feet	CAT5 Cable

ACCESS CONTROL SYSTEM REPAIR PROGRAM:

Parts and labor repair service includes labor and repair or replacement of system components except credentials and Subscriber furnished computer hardware.

On-site and telephone technical support is covered; however, software upgrades are not covered by the repair service agreement.

Electronic locking and unlocking hardware installed by Alarm Detection Systems, Inc. is covered; however, other door and lock hardware is not covered by the repair service agreement.

Repair Plan Limitations: Alarm Detection Systems, Inc. is not responsible for equipment, parts or labor which is necessary due to improper use, misuse, abuse, vandalism, lightning or any other Acts of God.

CLOSED CIRCUIT TELEVISION SYSTEM REPAIR PROGRAM:

Emergency Service: We will respond to a call from your location for repair of this equipment as needed. Response will be on a same day or next day basis unless otherwise agreed to by your personnel.

All Bench and Field Parts and Labor: We will provide all necessary labor for both on-site and bench repairs as well as necessary repair parts.

System Loaners: We will provide a loaner camera, monitor or other system components that will ensure system operation as needed to maintain operational integrity of the system in cases where a bench repair is necessary. (The loaner part may or may not be the same model as the component removed for repair, but will serve to ensure system operation during the repair process.)

Scheduled Inspection: We will clean and test all equipment, make any necessary repairs and ensure that all equipment is operating at its peak performance level.

Repair Plan Limitations: Alarm Detection Systems, Inc. is not responsible for equipment, parts or labor which is necessary due to improper use, misuse, abuse, vandalism, lightning or any other Acts of God.

Digital Video Recording:

1. Manufacturer specifications attempt to predict storage time based on fixed criteria. Actual customer usage will determine the actual time stored. If exact time online is critical, A.D.S. recommends sizing up one unit. In any event A.D.S. cannot guarantee the exact time that can be stored on a Digital Video Recorder

2. Current state-of-the-art DVR's do not provide for any permanent archival of mass amounts of recorded data. Specific incidents may be archived offline if they are known and pulled off within the system's online storage time.

3. In the event of system failure, the entire system, including customer data must be sent to the manufacturer for repair. A.D.S. makes no claim that the data will survive the repair. A.D.S. repair agreements on this technology include loaner equipment during the repair. The loaners may NOT be a digital recording system; they may be standard time lapse videotape units with either a switcher or multiplexer. This will require customer replacement of videotapes on a daily basis during the repair time.

4. If the system is intended to work on the customer's Intranet or the Internet, A.D.S. requires certain MIS support from the customers. In particular, we will need: Static IP addresses per unit; Sub-Net Mask; Gateway IP address; Access through firewalls, Router configuration and connectivity, and other support as needed. The customer shall be responsible for all bandwidth issues governing the operation of this system. The customer agrees to provide an open port on a local network switch or hub and allow use of any in-place structured wire system provide connectivity.

5. It is understood and agreed that A.D.S. is not responsible for standby power on customer's network.

Internet/Intranet Monitoring:

1. The system is intended to work on the customer's Intranet or the Internet, A.D.S. requires certain MIS support from the customers. In particular, we will need: Static IP addresses per unit; Sub-Net Mask; Gateway IP address; Access through firewalls, Router configuration and connectivity, and other support as needed. The customer shall be responsible for all bandwidth issues governing the operation of this system. The customer agrees to provide an open port on a local network switch or hub and allow use of any in-place structured wire system to provide connectivity.

2. It is understood and agreed that A.D.S. is not responsible for standby power on customer's network.

Your investment will be as follows:

	5-Year Lease		Outright Purchase	
	Installation	Monthly	Installation	Monthly
Card Access Administration	$ 3,588.71*	$ 224.29	$ 8,971.77*	$ 89.00
Additional cameras Administration	$ 1,031.22	$ 64.45	$ 2,578.05	$ 25.50
Card Access Shelter	$ 3,646.45*	$ 228.03	$ 9,121.13*	$ 91.21
Cameras DVR System Shelters	$ 1,653.08	$ 103.32	$ 4,132.70	$ 41.33
Additional Cards (Each)	N/A		$ 3.50 (each)	N/A

*** Price dos not include any additional hardware or door closers that may need to be added or changed to make the doors work properly with the new access system.**

A 50-percent down payment of the contract price will be expected upon signing of the Security Service Agreement. The remainder of the contract price shall be due on completion of the installation.

In closing I would like to remind you that Alarm Detection Systems is a full service security provider. We specialize in closed circuit television and access control systems as well as high security locks, safes and related hardware. I would be pleased to provide you with any information that would be helpful in your planning and decision-making process in any of these areas.

If you have any questions, please don't hesitate to call me at (262) 925-8444. I look forward to being of service to you.

Cordially,

James J. Pascucci
Alarm Detection Systems, Inc.
Security Consultant

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [A] Latest audited financial statements
- [B] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [C] Non-Profit Certificate of Incorporation and By-Laws
- [D] Non-Profit Mission Statement; date of Mission Statement 8/16/07
- [E] Current Agency Plan; date of Plan 4/14/14
- [F] List of Board of Directors
- [G] Non-Profit's most recent Annual Report
- [H] Non-Profit 501C(3) Certification

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
- [I] Cost Estimates

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

Beth Ballo — SIGN HERE — 9/29/14
Signature of Authorizing Official — Date

Beth Ballo Executive Director — 262-656-3600
Typed Name and Title of Authorizing Official — Phone

K Morgenroth — SIGN HERE — 9/29/14
Signature of Authorizing Official — Date

Kristen Morgenroth V.P. Board — 262-748-3778
Typed Name and Title of Authorizing Official — Phone

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Women and Children's Horizons, Inc.

Project Title: Legal Advocacy Coordinator

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 32,000.00

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

Name: Beth Ballo

Address: 2525-63rd St

Kenosha, WI 53143

Phone Number: 262-656-3500

E-Mail Address: bballo@wchkenosha.org

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

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.**

The central problem this project will address is the need to connect victims of domestic violence and sexual assault with supportive services and community resources. Women and Children's Horizons (WCH) is seeking funding to support the legal advocacy coordinator position.

The legal advocacy coordinator provides advocacy services for victims of domestic and sexual violence/abuse, harassment and stalking. This position is based in the Kenosha County District Attorney's office and can access law enforcement reports referred to the DA's office in order to provide follow up contact with victims. While a report to law enforcement is not required in order for a victim to participate in WCH advocacy services, in 2013 at least 25% of outreach (non-residential) clients were contacted because of police reports. The legal advocacy coordinator represents an important role at WCH by filtering referrals to other staff in order to connect victims to appropriate services within the agency.

Victims of domestic and sexual violence are often unfamiliar with advocacy services. Community-based advocates, such as those at WCH, offer free and confidential supportive services, including systems advocacy (assistance with the legal process, medical care, reporting to law enforcement), one on one support, group support, crisis intervention, shelter, and information and referrals to community resources. An advocate's role is to listen to victims, provide unbiased information and options about the different courses of action available, and support the victim's choices. Participation in the criminal justice process, filing a law enforcement report, and/or leaving one's abuser are not required in order to access advocacy services. WCH specializes in providing services for victims of domestic violence, sexual violence, and stalking and receives referrals from other community agencies including Kenosha Human Development Services, the Job Center, the Department of Corrections, and medical care providers.

Advocates in the legal program help victims better understand the complex judicial system with regard to their specific legal concerns in civil, family or criminal court. There are three primary roles within WCH's legal advocacy program. The restraining order advocate assists with the completion and filing of restraining order petitions through the civil court system. The legal advocate primarily helps victims through the family court process by providing assistance with divorce and child custody paperwork. The legal advocacy coordinator supervises the restraining order and legal advocates and works with victims involved with the criminal justice system. It is not uncommon for a victim to have questions or concerns about multiple court systems, and it is up to the legal advocacy coordinator to identify other legal areas of need and refer victims to the appropriate resource.

The legal advocacy coordinator goes to court with victims, offers one-on-one support, and safety plans with victims. The coordinator explains the different types of hearings and helps set realistic expectations with victims, such as how long the criminal process could take and how long the no contact orders could be in effect. If the victim indicates what they want to see happen, it is up to the advocate to explain how the judge may consider the victim's request and any recommendations from the prosecutor, but ultimately the victim needs to understand that the judge makes the final decision. Additionally, the coordinator explains other internal agency and external community resources that may be beneficial to the victim. WCH believes by using the Trauma Informed Care Model, advocates are better equipped to interact with victims and it helps them identify other issues victims may encounter. When unaddressed, these issues can have a devastating impact on the victim for many years, and can interfere with their healing process.

Kenosha County needs WCH's legal advocacy program to help victims navigate through the criminal process, accompany victims to court, help them complete and file restraining order paperwork, and provide assistance to complete and file divorce, custody, placement and child support paperwork. Many victims of domestic violence, sexual violence, harassment, and/or stalking face obstacles when seeking assistance through the justice system. These obstacles include lack of experience and unfamiliarity with court processes, limited English proficiency, disabilities, and lack of resources to hire legal representation. To adequately assist these victims, it is necessary for advocates to be able to interact with victims in a way that allows them to identify all issues.

➢ **Provide objective evidence to illustrate the problem. (i.e., How many homeless individuals are there and how long have they been homeless.)**

In 2013, WCH advocates provided 968 unduplicated clients with legal advocacy services. The legal advocacy coordinator provided advocacy services for 494 unduplicated clients, with 301 of these receiving a legal advocacy service.

The Kenosha County District Attorney's office serves over 1,000 reported cases of domestic abuse victims each year. Historically, we have learned that only a fraction of these incidents are reported to law enforcement and the numbers are actually much higher. Data maintained by victim services and legal services providers confirms that many of those requesting assistance have not reported the incident to law enforcement. There has not been a significant increase or drop in the number of domestic cases reported or the number of sexual assault cases that are reported. The legal advocacy coordinator continues to serve 50-60 new and ongoing victims of harassment, stalking, domestic and/or sexual abuse each month. The coordinator attempts to make contact with as many domestic and sexual abuse victims possible that are reported through the District Attorney's office. There are additional victims the coordinator works with that have not been reported to the District Attorney's office. The coordinator offers confidential support and information. Safety plans are discussed with victims along with any community

resources they might need. Educational information is also provided and discussed in one-on-one meetings.

In addition to providing direct client services, the legal advocacy coordinator also attends weekly case staffing meetings with other WCH advocates. At the end of 2013, WCH formalized a working relationship with Legal Action of Wisconsin by providing office space for an attorney. The Legal Action attorney is available at the WCH administrative office to meet with clients two days per week and also attends the weekly case staffing meetings. The attorney can provide the legal advice many clients need but cannot get from an advocate. Case staffings are also a way for WCH staff to identify the advocate(s) working with a particular client and avoid duplication of services. WCH started holding these meetings in 2014. The legal advocacy coordinator also meets with legal program staff on a regular basis to address questions, concerns, and changes in advocacy procedures.

In 2014, WCH prioritized outreach as a way of connecting with the community and promoting victim advocacy services. Pocket cards listing agency services and contact information were developed, and community agencies such as law enforcement, social services, and medical care providers are invited and encouraged to keep these cards on hand so they can be distributed to the victims these professionals come into contact with. WCH is working on developing a community resource area within the restraining order office, and the legal advocacy coordinator will play a role in the continued development of this new initiative. WCH recognizes that not all victims who connect with the legal program will have needs that are best met by the court system, and educating victims about other options and services available is going to be an important aspect of the legal advocacy program.

➢ **What is the goal of this project?**

The goal of this project is to support as many victims of harassment, stalking, domestic and sexual abuse as possible through the criminal justice system. Services include accompaniment to court, one-on-one support, help completing and filing restraining orders, safety planning, community resource information and allocating resources available for the Spanish speaking community. The legal advocacy coordinator provides free and confidential advocacy services and can act as a liaison between victims and the District Attorney's office.

The coordinator accompanies victims wishing to speak with law enforcement when requested and provides on call advocacy at Kenosha-area hospitals and medical centers for victims of domestic or sexual abuse. Having an advocate available to work with victims through the criminal justice process is important due to the complexity of the system. Providing victims with an opportunity to speak freely and discuss their situation confidentially helps them with their healing process.

The legal advocacy coordinator's role as an advocate is different from the role of the victim/witness coordinators who also work at the DA's office. Victim/witness coordinators work with all crime victims and witnesses. Due to the volume of

cases, victim/witness staff is unable to attend all criminal court hearings. The legal advocacy coordinator tries to make contact with as many victims of misdemeanor domestic abuse and sexual assault as possible prior to charges being filed. Victims involved in felony cases also receive follow up services and are offered advocacy and support. Victims do not receive additional services from the victim/witness group unless they specifically call the DA's office themselves or request to confer when they complete and return their victim/witness packets. Victims requesting to be notified of all hearings will receive notices, but the outcome of the hearings is not addressed without the victim's active follow up. Advocates will discuss legal advocacy services, such as court accompaniment or the option of having an advocate attend a hearing and/or provide victims with updates about the status of the criminal case and future hearings, if applicable. Advocates help victims increase their awareness of their surroundings by helping them develop safety plans. Many victims are secluded from external resources and are isolated from friends and family. They need the support and reassurance from advocates. Victims often find their voice with the help of advocates.

During 2015, the legal advocacy coordinator will serve 475 victims of harassment, stalking, domestic and sexual abuse. The coordinator will also continue working to strengthen the restraining order advocate position and provide outreach within the community.

In addition to work with victims, the legal advocacy coordinator will participate with other WCH staff to provide training for law enforcement officers.

➢ How does this project benefit low to moderate income persons or eliminate slum and blight?

While WCH does not have income restrictions for victim advocacy services, most of our clients have low to moderate incomes. Of the clients served by the legal advocacy coordinator in 2013, 97% were low or moderate income. 69% had annual incomes less than $15,000 if their abuser's income is not considered. Of these, 52% had no income.

The legal advocacy coordinator can reach many victims as a result of being located in the DA's office and having access to review victim files. If the coordinator receives a case where the person speaks Spanish, the information can be passed to one of WCH's Hispanic advocates. The advocate can work with or request the assistance of the agency's underserved populations advocate who works mainly with victims who are elderly and/or have a disability. The legal advocacy coordinator attends preliminary hearings, plea, motion, judicial pre-trial and sentence hearings. The coordinator works internally with all WCH advocates and programs including the shelter and externally with the Kenosha Police Department and Kenosha County Sheriff's Department. The legal advocacy coordinator is working with the Child Advocacy Center, Legal Action of Wisconsin, and Sexual Assault Advisory Committee in addition to building the restraining order and legal advocacy programs at WCH.

Victims of domestic violence can remain in the low or moderate income bracket as a result of their controlling partner. Many are unable to seek employment or go to school to further their education. They may be unable to move forward or gain enough independence to reach personal goals. As time goes on, fewer choices are available for victims and their self-esteem deteriorates. Advocates work with victims to gain strength and empower them to grasp some control in their life.

➢ Who will benefit from this project?

In 2013, 71% of clients served by the legal advocacy coordinator were from the city of Kenosha. Between January and September 2014, 76% of clients served by the legal advocacy coordinator were from the city of Kenosha. In 2013, 78% of clients served were female. 61% were between the ages of 20 and 39. 80% were primarily victims of domestic violence, though many may also have experienced sexual abuse at some point in their lives. The vast majority of victims are low to moderate income.

➢ 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.)

During 2015, the legal advocacy coordinator will serve 475 victims of harassment, stalking, domestic and sexual abuse. In addition, details about the number of cases reviewed, household income, and other demographic information are reported on a monthly basis to the program committee. Information on the agency and board initiatives, program accomplishments, service trends, changes or challenges are also included in the monthly report.

➢ Where is the project located or where will the project take place?

The project is located in the Kenosha County District Attorney's Office at 912-56th Street. This location provides the legal advocacy coordinator access to the District Attorney's domestic abuse case files. The coordinator has the ability to speak with prosecutors about cases on a daily basis and is in close proximity to the Kenosha County Courthouse, Pre-Trial Intake Building, and the Public Safety Building.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 475

   e) What is the percentage of low and moderate income beneficiaries? 97%

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly x Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✔	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

Women and Children's Horizons provides advocacy services for victims of domestic violence, sexual assault, and stalking, including emergency shelter, support, information, and referrals.

b) How will this project relate to these services?

This project will providing funding for the legal advocacy coordinator to provide supportive services for victims involved with cases in Kenosha County court system.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☐	☑
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☐	☑
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2009	$14,000.00	2011	$20,000.00	2013	$17,327.00
2010	$20,000.00	2012	$20,000.00	2014	$14,586.00

h) If this project is not currently in operation, do you have staff to implement the project?	☐	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☐
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment A____.)	☑	☐

l) When will the project be implemented? ongoing (mm/yy)

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

Referrals for this project come primarily from case files provided by the district attorney's office. They also come from law enforcement, schools, social service providers, and self-referrals.

n) Number of (UNDUPLICATED) clients to be served by this activity. 475

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

WCH is the only agency in Kenosha County specializing in providing advocacy services for victims of domestic violence, sexual assault, & stalking. Legal advocacy is high-demand service.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

n/a

b) Describe the impact of the proposed project on these buildings or districts.

n/a

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

n/a

b) Describe the impact of the proposed project on the locally designated buildings.

n/a

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	
Source: CDBG	$32,000.00
Source: WI DCF DV Support Services	$10,008.00
Source: WI DCF Basic Services	$6,061.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$48,069.00
TOTAL REVENUE:	$48,069.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Legal Advocacy Coord Salary/Fringe	$27,000.00	$12,069.00	$39,069.00
Expense: Legal Fees	$3,000.00	$4,000.00	$7,000.00
Expense: Supplies	$500.00		$500.00
Expense: Printing/Business Cards, brochures	$500.00		$500.00
Expense: Staff Training	$1,000.00		$1,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$32,000.00	$16,069.00	$48,069.00

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

Section 5: Budget Continued

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

   Victims of domestic violence and sexual abuse, harassment, and stalking will continue to be served by WCH's legal advocacy coordinator. Without CDBG funding, there may be a reduction in the legal advocacy coordinator's hours, the types of services available, or the amount of time provided to victims.

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

   The coordinator anticipates serving 475 unduplicated victims. If the coordinator's hours are reduced as a result of funding cuts, less time will be available to review the DA's case files. Reduced funding also impacts the amount of time available to spend with victims. Referrals from other sources might be restricted to ensure priority cases are served.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: 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 B____.)

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

This project is consistent with WCH's mission statement as the legal advocacy coordinator will provide support and educate to victims and support their healing processes. The legal advocacy coordinator also provides training for law enforcement and WCH volunteers.

Section 7: 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.

The WCH Board of Directors voted unanimously to apply for CDBG funds at the monthly meeting held on August 20, 2014. The Board mentioned WCH should apply for funds to support "Regina's position" but Regina, the former legal advocacy coordinator, is no longer with the agency. Due to changes in this position, the exact dollar amount to apply for was not known but has since been determined. CDBG funds will provide partial funding for the coordinator position and other sources will be utilized to secure funding for the full-time legal advocacy coordinator.

Please see attachment C.

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

475 unduplicated survivors of domestic violence, sexual violence, harassment, and/or stalking will have access to and participate in legal advocacy services provided by the legal advocacy coordinator. Services will include safety planning and referrals to community resources, efforts designed to increase victims' level of safety and connect them with the services they need to make informed decisions for their futures.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary) N/A
- [x] Latest audited financial statements D
- [x] Endorsing resolution C

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws E
- [x] Non-Profit Mission Statement; date of Mission Statement 8/16/2007 B
- [x] Current Agency Plan; date of Plan 3/16/2013 F
- [x] List of Board of Directors G
- [x] Non-Profit's most recent Annual Report H
- [x] Non-Profit 501C(3) Certification I

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
- [x] Funding Sources Support Letters and/or Documentation of Application for Other Funding A
- [ ] Site Plan/Schematic Design
- [ ] Cost Estimates

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

Beth Pallo — SIGN HERE — 9/29/14
Signature of Authorizing Official — Date

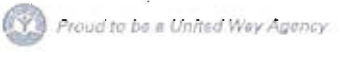
Beth Pallo Executive Director — 262-656-3500
Typed Name and Title of Authorizing Official — Phone

K Morgenroth — SIGN HERE — 9/29/14
Signature of Authorizing Official — Date

Kristen Morgenroth V.P. Board — 262-748-3778
Typed Name and Title of Authorizing Official — Phone

The Mission of Women and Children's Horizons
is to provide support, education, training,
and healing for victims of
sexual and domestic violence/abuse.

Women and Children's Horizons, Inc.2525 63rd Street, Kenosha, WI 53143
Administrative and Support Services: (262) 656-3500 / Fax: (262) 656-3402
wchkenosha.org



Women and Children's Horizons

Board of Directors - Monthly Meeting Minutes August 20, 2014

Attending: Sandy Riese, Marcy Hufendick, John Plous, Terri Schmidt, David Zoerner, Sarah Harris, Betsy Anderson, Fran Wargolet, Leo Schuch Diane Walton, Eva Hoey, Pam Seidl, Betsy Brown, Robert Hallisy, E.D. Beth Ballo

Absent: Kristeen Morgenroth, Erik Guttormsen, Lou Molitor

Call to order at 5:30 pm by: President Sandy Riese

Motion to approve June 2014 Board Meeting Minutes: By Terri, second by Betsy B., passed unanimously.

Treasurer Report: Terri - See Reports

- The June financial statements were discussed in Committee – July statements have been distributed
- Nifty Thrifty reported another profitable month – approximately $5,000.00 and the YTD profit is about $23,000.00
- The recent Met Life stock sale resulted in a $595.72 deposit into the general account

Executive Director Report: Beth - See report

- Platinum Systems has been hired and will begin the data transfer in early September
- Vacant positions have been filled: Kim Breunig as the Business Coordinator, Rachel Clair as the Volunteer Coordinator and Lydia Thompson to be the co-coordinator (with Lucy Ortiz) for the Sexual Assault Coordinators
- Beth has met with the President of Carthage and the Chancellor of Parkside. They (likely with the Gateway President) will speak at the Annual Luncheon in October
- A Federal Mandate has been given to universities/colleges to work directly with the local rape crisis center – in Kenosha that is WCH
- KPD and KSD Administrations met with Beth and WCH staff to prepare for In Service training of all first responder law enforcement officers in the County

Governance Committee: Bob

- Interested Board members for the positions President, V.P. Secretary and Treasurer should contact Sandy or Bob for the 2015 elections.

Finance Committee: Terri - See reports

- Golf Outing was down in total revenue – due mostly to decreased sponsorships, Betsy B. commented that this is an opportunity to do better next year
- Terri moves that with the expected payments in the near future (18th Ave. properties) WCH should close the mortgage account at Johnson Bank to use the General Account instead, Second by Bob, **motion passed unanimously** Sandy will be working on this with Johnson Bank

Marketing/Outreach Committee: See Report

Property Committee: Sandy

- The closing for the 18th Ave. Properties should be next week. Sandy will inform the Board when it occurs

Program Committee: Marcy – See Report

- Several recent upgrades at Shelter, including appliances and furniture – thanks to many generous donors and volunteers (See report)
- Marcy moves to apply for the CBDG for recommended security upgrades, a shelter furnace and Regina's salary; Second by Fran, **motion passed unanimously**

Personnel Committee: No Report

WCH Foundation: No report

Old Business:

- None

New Business:

- Travel and insurance discussed – Not WCH specific
- Next meeting Wednesday September 19th 5:30 @ the Hospice Alliance

David moved to adjourn, second by Betsy A: **Meeting adjourned at 6:38 pm**

Respectfully submitted by: Robert Hallisy, Secretary

2014 Women and Children's Horizons Board List

Last Name	First Name	Street Address	City	State	Zip	Home Phone	Cell Phone	Work Phone	E-mail address
Anderson	Betsy	1421 43rd Ave	Kenosha	WI	53144-	(262) 552-9252	(262) 344-4208		bander12LCM@aol.com
Ballo	Beth	1130 S. Main Street	Racine	WI	53403-		(262) 822-7230	(262) 656-3500	bballo@wchkenosha.org
Brown	Elizabeth	6926 Second Avenue	Kenosha	WI	53143-	(262) 658-2601	(262) 818-7933		betsybrown@wi.rr.com
Guttormsen	Erik	600 52nd Street	Kenosha	WI	53140-	(262) 945-2771	(262) 945-2771	(262) 658-4800	ehg@kenoshalawyers.com
Hallisy	Robert	11034 40th Avenue	Pleasant Prairie	WI	53158-	(262) 694-3477	(262) 620-6062	(262) 605-5100	robert.hallisy@kenoshacounty.org
Harris	Sarah	4340 94th Street	Pleasant Prairie	WI	53158-		(262) 945-1858		sharris@carthage.edu
Hoey	Eva	3332 121st Street	Pleasant Prairie	WI	53158-	(262) 948-3550		(262) 857-7164	ehoey@kenoshacvb.com
Hufendick	Marcy	2557 Lincoln Road	Kenosha	WI	53143-	(262) 657-0391	(262) 909-1184	(262) 595-2338	hufendic@uwp.edu
Molitor	Lou	3805 30th Street	Kenosha	WI	53144-	(262) 654-4013	(262) 237-2316	(262) 654-1234	lou@kenoshaareachamber.com
Morgenroth	Kristeen	12340 Timber Ridge Dr.	Pleasant Prairie	WI	53158-		(262) 748-3778		kristeenmorgenroth@yahoo.com
Plous	John	8575 43rd Ave	Kenosha	WI	53142-	(262) 694-4723	(262) 945-1992		Jplous3@gmail.com
Riese	Sandra	3415 88th Street	Kenosha	WI	53142-	(262) 694-7725	(262) 945-1819		sandyriese@gmail.com
Schmidt	Terri	1133 Sunnyslope Dr #101	Racine	WI	53406-	(262) 884-9625	(262) 497-1661	(262) 657-7716	terris@aocpa.net
Schuch	Leo	1328 30th Court	Kenosha	WI	53144-	(262) 552-9705	(262) 496-0830	(262) 925-3064	leo@schuchteam.com
Seidl	Pamela	7401 45th Ave	Kenosha	WI	53142-		(262) 945-6872		pms4701@aol.com
Walton	Diane	7960 109th Ave	Pleasant Prairie	WI	53158-	(262) 694-4852	(262) 945-3178		waltondiane71@yahoo.com
Wargolet	Fran	21802 118th Street	Bristol	WI	53104-	(262) 222-3113	(414) 460-5007		rwargolet@wi.rr.com
Zoerner	David	11203 43rd Avenue	Pleasant Prairie	WI	53158-	(262) 948-3808	(262) 818-5515		bigzman334@hotmail.com

Attachment G

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Walkin' In My Shoes, Inc.

Project Title: Home Improvement Project

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	✓	
➢ Create Suitable Living Environment for LMI Persons		
➢ Create Economic Opportunity		
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 68,023.81

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

Name: Jo Wynn

Address: 2211-50th Street

Kenosha, WI 53140-3162

Phone Number: 262-764-0214

E-Mail Address: jwynn@walkininmyshoes.org

RECEIVED
SEP 24 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Walkin' In My Shoes

Home Improvement Project

Project Description:

Walkin' In My Shoes, Inc., is a 501 (c) (3) non-profit charitable organization that began in 2005 as a grass-roots community effort led by Jo A. Wynn. It was in response to the increasing issue of underserved street homeless populations throughout the United States. Ms. Wynn would walk the streets and go into areas where homeless people congregated to provide a listening ear and a hand of compassion. Subsequently, Ms. Wynn identified three very pressing needs that were not being met. The three unmet needs were: 1) the number of young people, and women with children living on the streets that were turned away or placed on waiting lists, 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.

Project Statement of Need:

Walkin' In My Shoes has recently obtained a property donation at 1420 60th Street Kenosha through Wells Fargo Bank, Community & Urban Stabilization Program (CUSP). This property needs significant rehab to meet the conditions that contributes to neighborhood stabilization. Our organization is seeking a grant to purchase products and goods for this improvement project to provide decent affordable housing to low income residents in Kenosha.

This property would be another alternative approach to addressing any/all community issues of homelessness when it also threat individuals and families at risk of becoming homelessness. These efforts are just as important when combating social change and aligned with our mission and values all individuals deserves to have and want to have a better life.

Goal of Project:

The goal of this project is to renovate the entire property by replacing rotting wood and mold, old electrical wiring, and plumbing throughout, and replacing it with new drywall, plumbing and electrical to make it habitable to safe and livable. After the building is remodeled, we would lease the apartments to 3 low income families with children to call home.

How Project Benefit to Low to Moderate Income Persons:

Walkin' In My Shoes Home Improvement Project will be an areas asset to the city of Kenosha where low to moderate income individuals are more prevalent based on WIMS experience and partner organizations' data. As a grass roots organization this improvement project will be a model valuable to future neighborhood revitalization goals to eliminating slum and blighted property. While creating a safe and appropriate environment for low income residents of Kenosha to enjoy what builds strong communities in Kenosha.

Who Will Benefit from the Project?

Walkin' In My Shoes Home Improvement Project will benefit 3 former homeless families with viable income to transitions into permanent housing, and or/low income families with children through the provision of Housing Placement Services.

Measuring the Success of the Project:

We will measure the success of the home improvement project by the number of resident currently residing at this property by December 31, 2015.

Project Location:

The project is located at 1420-60th Street, Kenosha, Wisconsin, 53140-3991

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

Area Benefit Project – Complete questions A through D
(Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

b) How many residents live in this area? _____

c) What is the percentage of low and moderate income beneficiaries? 100%

Limited Clientele Project – Complete questions E through I

d) How many (UNDUPLICATED) people will use and benefit from your project? 11

e) What is the percentage of low and moderate income beneficiaries? 100%

f) Does this project primarily benefit any specialized population such as:

X Disabled X Homeless
X Elderly X Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☑	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

Section 3: Project Development

This question is designed to help the Department determine the readiness of your project. Please answer questions for the type of project you checked on Page 2.

1. **Housing Project:**

a) Describe the impact/benefit this project will have on the area:

Once the property is rehabbed it would bring the condition up from fair to good condition and provide permanent housing, which will be occupied by 3 low income families in Kenosha.

b) What are the long term plans for the area where this project is located?

The long term effect will be creating affordable low income housing and improve the quality of the neighborhood.

c) Describe projects undertaken during the past three years (i.e., location, impact on neighborhood, who has benefited, etc.):

Our organization has been providing homeless individual and low income families assistance to getting them off the streets of Kenosha and into permanent housing.

d) Is the proposed project contained in:

	Yes	No
Consolidated Plan	☐	☑
Neighborhood Plan	☐	☑
Neighborhood Revitalization Strategy	☐	☑
Area Plan	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____)	☐	☑

e) Will a review of your project be required by:

Neighborhood Services & Inspections	☐	☑
City Plan Commission	☐	☑
Zoning Board of Appeals	☐	☑
Other (Specify) _____	☐	☑

f) Who will be responsible for the oversight of this project?

Walkin' In My Shoes Program Director/CEO and Founder.

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

Photos are attached of the property rotted window frames, cracks in window sills, interior deterioration of cracking wall wood, rusty electrical wiring and plumbing.

Go to and complete pages 12-19

4. **Facilities Project:**

	Yes	No
a) Have you obtained at least three written ***estimates*** (not bids)? If Yes, attach. If No, please explain why not obtained.	☐	☑

Our organization will purchase all products and goods for the project at a Home Improvement Retailers in Kenosha. Including hiring installers to do the labor.

b) Is the proposed project contained in:

Consolidated Plan	☐	☑
Neighborhood Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Area Plan	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☐	☑
c) Have you retained the services of a consultant? If yes, check appropriate box:	☐	☑

☐ Engineer ☐ Landscape Architect
☐ Architect ☐ Planner

d) Do you have completed plans?	☐	☑
e) Do you have completed bid documents?	☐	☑
f) Will a review of your project be required by:		
Neighborhood Services & Inspections	☐	☑
City Plan Commission	☐	☑
Zoning Board of Appeals	☐	☑
Other (specify) _____	☐	☑

g) Who will be responsible for the oversight of this project?

Walkin' In My Shoes Development Director/CEO and Founder.

h) Why are improvements necessary to the organization and the program services?

Recently our organization obtained a property donation at 1420 60th Street Kenosha through Wells Fargo Bank, Community & Urban Stabilization Program (CUSP). This property needs significant rehab to meet the conditions that contributes to neighborhood stabilization.

NOTE:

A LIEN WILL BE PLACED ON REAL PROPERTY THAT IS IMPROVED WITH THE USE OF CDBG FUNDS. SUCH LIEN SHALL REMAIN UNTIL THE PROPERTY IS SOLD BY THE AGENCY RECEIVING CDBG ASSISTANCE.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

b) Describe the impact of the proposed project on these buildings or districts.

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

b) Describe the impact of the proposed project on the locally designated buildings.

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$68,023.81
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$0.00
TOTAL REVENUE:	$68,023.81

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense:	$68,023.81		$68,023.81
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$68,023.81	$0.00	$68,023.81

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

Walkin' In My Shoes

Triplex Home Remodeling Project Budget

The remodeling costs include materials for the construction, flooring, plumbing, drywall/paint, electrical for 3 apartment units and hallway, and labor.

Building Materials and Labor Cost			
Quantity	Product	Cost	
120	Flooring cover 2,000 square feet	$1.29 Sq. ft.	$ 15,480.00
50	Flooring Tile 1,000 square feet (kitchen and bath)	$.89 Sq. ft.	$ 4,450.00
4	Tile Grout (lbs premixed)	$73.60 Each	$ 292.80
18	Paint (cover bath, kitchen, living, dining room)	$33.98 Each	$ 611.64
	X 3 apartment 6 Gallon each @ $33.98		
6	Metal Paint Roller Frame	$3.57 Each	$ 21.42
6	Paint Tray	$1.98 each	$ 11.88
3	6-Pack Paint Rollers	$10.99 Each	$ 32.97
6	Safe-Release Blue Tape	$16.98 Each	$ 101.88
6	Drop Cloth	$6.99 Each	$ 20.97
12	Box Nails	$9.92 Each	$ 119.04
12	Wood Screws	$9.97 Each	$ 119.64
12	Metal Screws	$5.47 Each	$ 65.64
3	Screwdriver	$3.97 Each	$ 11.91
15	Interior Doors (5 per units)	$59.00 Each	$ 885.00
15	Window Blinds (5 in each unit)	$29.72 Each	$ 445.80
15	Vertical Blinds (5 in each unit)	$39.97 Each	$ 599.55
15	Closet Shelving Units	$15.47Each	$ 232.05
3	Smoke Detectors (1 in each unit)	$29.97 Each	$ 89.91
3	Carbon Monoxide Alarm (1 in each unit)	$49.00 Each	$ 147.00
1	Safety Exterior Alarm System	$299.00 Each	$ 299.00
2	Sears Upright Coin Operated Washer	$1,037.33 Ea.	$ 2,074.66
2	Sears Upright Coin Operated Dryers	$872.99 Each	$ 1,745.98
1	Dryer Vent	$21.97 Each	$ 21.97
300	Fiber Insulation	$10.98 Each	$ 3,294.00
3	Bath Vanity Cabinets	$289.00 Each	$ 867.00
3	Bath Sink Vanity Top	$149.00 Each	$ 447.00
3	Toilet (2pc top and bottom)	$139.00 Each	$ 417.00
3	Bath Fan and Light	$79.00 Each	$ 237.00
3	Bath Faucets (1 handle)	$99.00 Each	$ 297.00
3	Toilet paper holders	$15.98 Each	$ 47.94
3	Shower Head and Faucet kit	$95.00 Each	$ 285.00
6	Bath Towel Bar(3 large & 3 medium)	$27.98 Each	$ 167.88

Walkin' In My Shoes

Triplex Home Remodeling Project Budget

Building Materials and Labor Cost			
Quantity	Product	Cost	
3	Metal Shower Curtain Bar	$ $24.98 Each	$ 74.94
3	Kitchen Cabinets Sets 6 unit sets $	$1,193.00 Ea.	$3,579.00
3	Kitchen Double Sink	$199.00 Each	$ 597.00
9	Kitchen Ceiling tile Panel @$.50 sq. ft. X	$39.97 Each	$ 359.73
60	Kitchen Ceiling Metal Grid	$.098 Each	$ 58.80
150	Drywall Fire Resistant	$11.97 Each	$1,436.40
10	Drywall Joint Compound	$11.98 Each	$ 119.80
3	Exhaust piping (kitchen stove)	$32.00 Each	$ 96.00
12	Kitchen Light Fixtures Cabinet Light Bar	$49.98 Each	$ 149.94
3	Bath Light fixtures		
3	Bath Plastic T-Trap	$3.99 Each	$ 11.97
3	Labor Cost for Drywall (3 apartments) including	$2,400.00 Ea.	$7,200.00
	sheet rock entire apts, muddling and sanding		
	$15.00 an hour , 8 hour a day, for 4 man crew		
	5 days' work.		
3	Labor for Plumbing including pipes and PVC piping	$3,200.00 Ea.	$9,600.00
	(replumbing entire apartments) @ $20.00 an hour,		
	8 hours, for 4 man crew, 5 days		
3	Labor Cost for Electrical including rewiring	$3,200.00 Ea.	$9,600.00
	entire apartment @ $20.00 an hour, 8 hours,		
	for 4 man crew, 5 days		
1	Handyman Labor Cost including	$1,200.00 Ea.	$1,200.00
	$15.00 an hour , 8 hour a day, for 2 man crew		
	5 days' work.		
	Total		$68,023.81

Section 5: Budget Continued

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

   The Home Improvement project is necessary for enabling clients to access decent affordable low income housing in Kenosha. Without full funding of this project it would limit what improvement will be completed, and which will be on hold until additional funds are obtained.

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

   We would have to find a way to purchase products and goods to ensure the property is habitable for people to live in it.

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
We will seek out alternatives funding sources such as loans.	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Walkin' In My Shoes
Mission Statement

Walkin' In My Shoes, Inc.'s mission is to decrease the homeless population in the nation by networking with public, private, religious and other organizations to form strong alliances supporting the efforts of those who want to have and who deserve a better life.

Walkin' In My Shoes, Inc.

Board of Directors
2015 Endorsing Resolution

Resolution approving a grant for organization's activities known as the "Home Improvement Project".

WHEREAS, Walkin' In My Shoes, Inc., has applied for a grant in the amount of $ 68,023.81, 2015 Housing and Urban Development (HUD) Community Development Block Grant (CDBG) for products and goods renovation of multiplex housing unit located at 1420-60th Street as it relates to providing low-income housing in Kenosha.

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

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 fulfillment outcome performance and measurements of the organization on behalf of the Walkin' In My Shoes, Inc., in accordance to its By-Laws.

Vermetrias Warner
Board President

9-18-2014
Date

Dawenia D. Nelson
Board Treasurer

9/18/2014
Date

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility

IV. PERFORMANCE MEASUREMENT OUTCOME STATEMENT

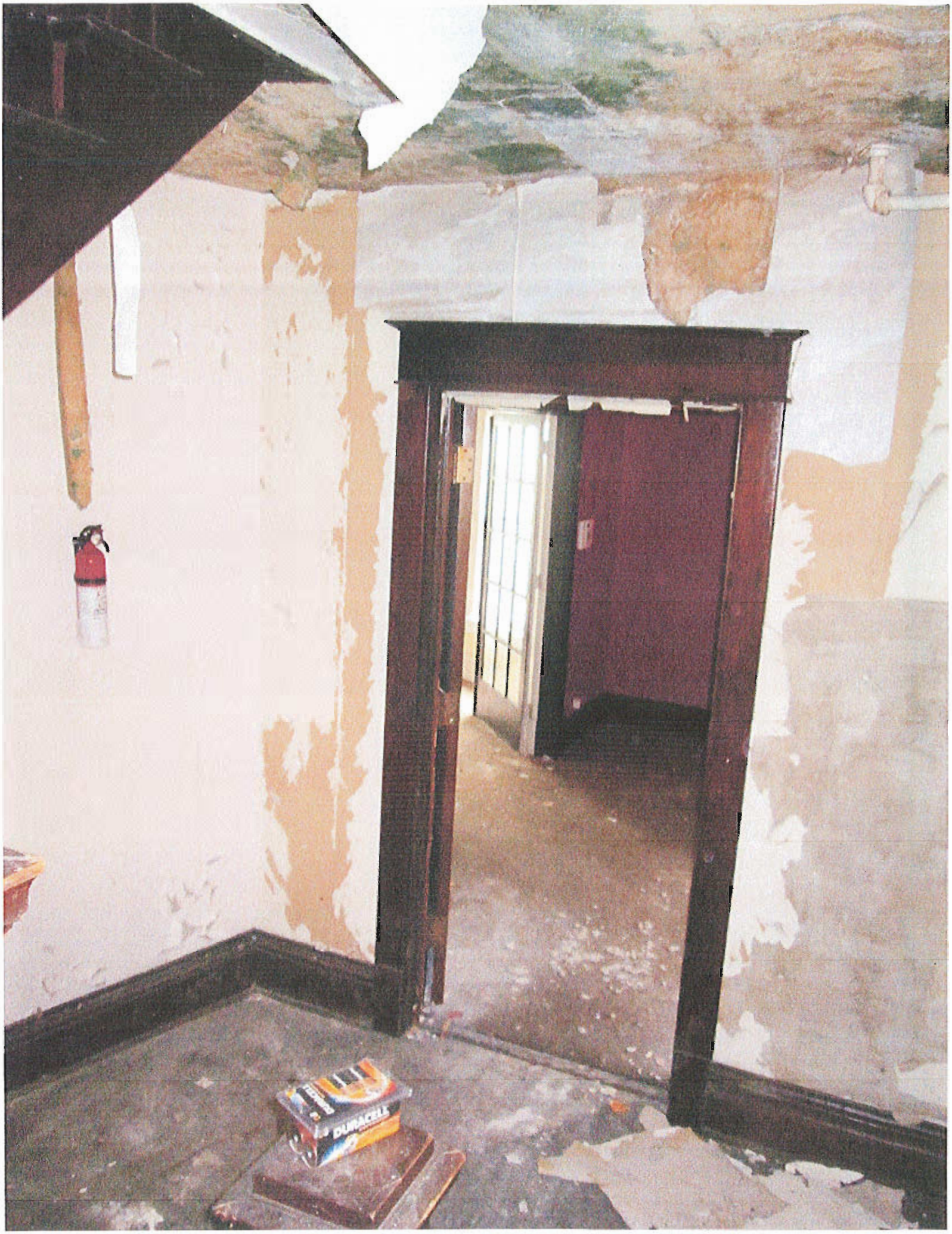
Combine the elements from the categories above to summarize why the proposed activity is needed and what outcomes will be achieved from the proposed project or program. Outcomes are the changes you expect to occur in clients' lives and/or the community as a result of the proposed activity. A complete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

3 adults and 8 children who are homeless or former homeless/ low income families who utilize the Walkin' In My Shoes for services will have access to decent low income affordable housing.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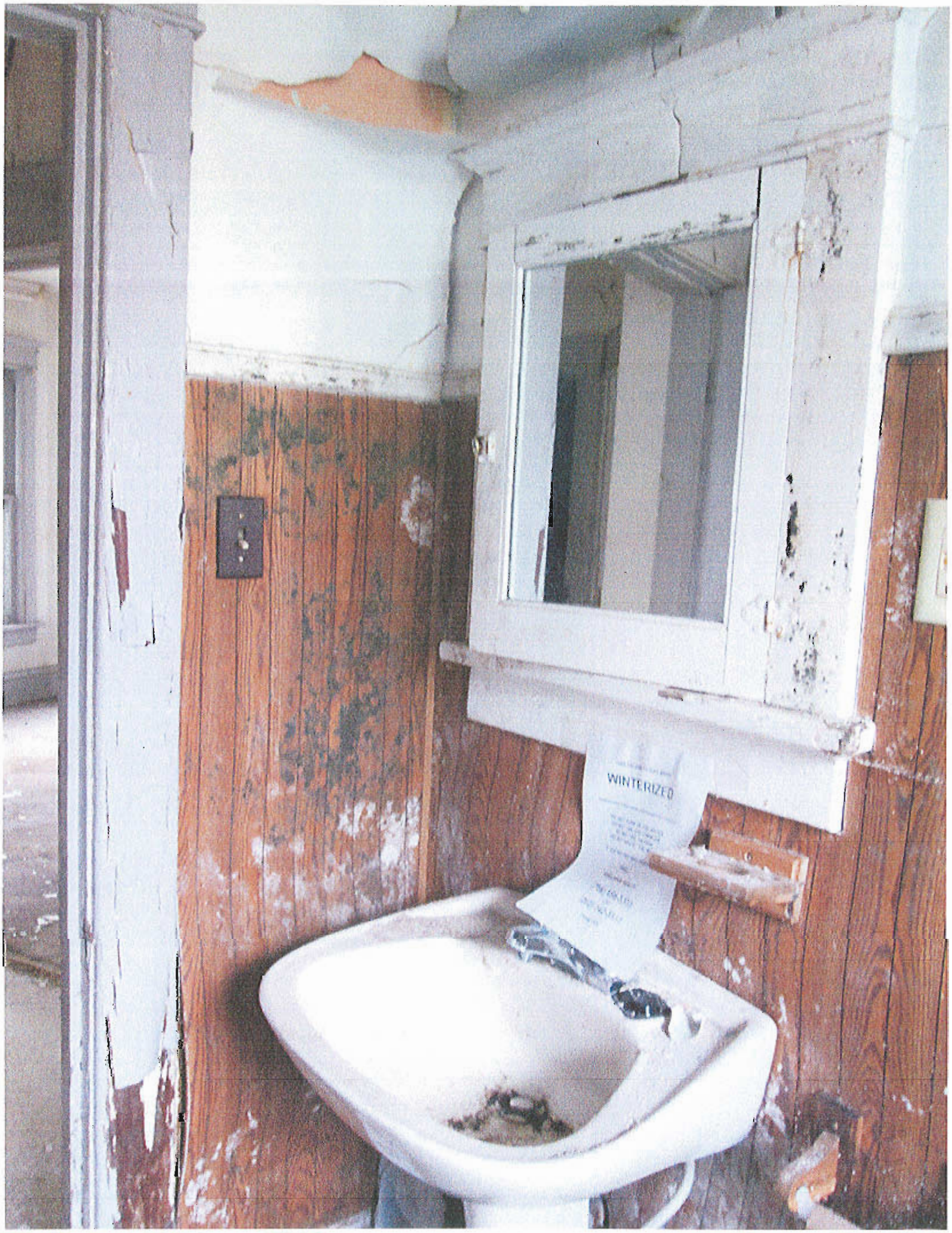
WINTERIZED

WINTERIZED
CALL
(708) 656-3333

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Walkin' In My Shoes, Inc.

Project Title: Street Outreach Program

Category: PUBLIC SERVICE
(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	✓	
➢ Create Suitable Living Environment for LMI Persons		
➢ Create Economic Opportunity		
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 17,000.00

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

Name: Jo Wynn

Address: 2211-50th Street
Kenosha, WI 53140-3162

Phone Number: 262-764-0214

E-Mail Address: jwynn@walkininmyshoes.org

RECEIVED
SEP 24 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Street Outreach Program

Walkin' In My Shoes, Inc., is a 501 (c) (3) non-profit charitable organization that began in 2005 as a grass-roots community effort led by Jo A. Wynn. It was in response to the increasing issue of underserved street homeless populations throughout the United States. Ms. Wynn would walk the streets and go into areas where homeless people congregated to provide a listening ear and a hand of compassion. Subsequently, Ms. Wynn identified three very pressing needs that were not being met. The three unmet needs were: 1) the number of young people, and women with children living on the streets that were turned away or placed on waiting lists, 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.

The Survival Backpack Street Outreach Program assists street homeless individuals and families who are in critical need of food and shelter. The primary goal of our program is to locate street homeless people in the city of Kenosha. We hope to provide them with community resources, with our backpack, which would give them information to support services. Find alternatives to ensure their safety, and maximize potential, while taking advantage of available opportunities, assistance to transition them from the streets, and into permanent housing.

For the past eight years, we have identified key issues facing our community. These issues are not being addressed in Kenosha, which have limited housing services. In recent years, we have seen a drastic increase in the number of homeless youth, who are the most vulnerable of our society. We have come in contact with homeless youth from all diverse, religious, and demographic communities.

In 2013, the founder of Walkin' In My Shoes came in contact with 58 homeless teens and young adults. 40% of the homeless youth resides in Kenosha, while 10% were from Southeastern Wisconsin, as far as, Racine, Milwaukee, Trevor, Beloit, Somers, Green Bay, and Burlington. Another 30% of homeless teens came here from Illinois including Chicago, and the Chicago land area, Lake County, Waukegan, Zion, and North Chicago. We even saw 20% of teen's transient from other states, like Vancouver, Washington, San Antonio, Texas, Kokomo, Indiana, Macon, Georgia, Greensboro, Mississippi and Oakland, California. All of the homeless teens were seeking shelter in Kenosha, and were turned away due to shelters being at capacity, where they have nowhere to turn but to the streets.

We have heard and/or seen young people, ages 16, 17, 18 and 19 years old, making adult decision, and prostituting themselves to survive. Some of them had learning disabilities, depression, self-mutilation, mental and/or physical disability, alcohol and substance abuse. Pregnant teens refusing shelter, because the father of the child is not allowed to enter with them, minor teens fleeing sexually abusive homes from physically, mental, and emotional abuser going without eating, being trafficking by their own parents, teens that have aged out of the foster care system and adopted homes, some while the parents continue to receive state benefits for the child. Teens of deceased parents, teens of domestic violence, LGBT teens, teen juvenile offenders, teen thrown away and teens that have left home without a plan. In addition, to homeless high school teens being referred to Walkin' In My Shoes by KUSD High Schools teachers, social workers, guidance counselors, and other nonprofit organization from the Boys and Girls Club of Kenosha.

Walkin' In My Shoes Street Outreach Program initiatives is providing an alternative approach to addressing any/all community issues of homelessness, even when it threat individuals and families at risk of becoming homeless. These efforts are just as important when combating social change and aligned with our mission and values. All individuals deserve to have, and want to have a better life.

Street Outreach Program

Walkin' In My Shoes is the only street outreach program in Kenosha that go out daily into the community looking for homeless people, and are there first point of contact. We hope to help improve the living standards of homeless individuals and families through education, skills training and support. We have invested time on the streets to connect with young people, and gained the trust and confidence of these youth, who wants to leave the streets, and move into permanent housing. Unfortunately, through our street outreach efforts, we have encountered a lack of youth services and availability for immediate emergency housing for these homeless youth.

There are only two agencies in Kenosha (Shalom Center and Kenosha Human Development Services Homeless Youth Program) who offers nightly shelter and transitional housing program for the homeless in this community. It's on a first come, first serve basis, and they are always at capacity to provide immediate emergency shelter for today's youth. There are no exceptions made for homeless youth, who are on the streets, or a back-up plan in action.

This imbalances causes homeless youth, who are our most vulnerable at-risk to be sexual exploitation minors and doing what they can to find a warm bed and a way out. These issues cause veterans, senior citizens and individuals, or recently released prisoners, a reason to remain on the streets. Walkin' In My Shoes see the need, and hope to expand its street outreach program, and have a great impact on the community, without duplicating services. When other programs are at capacity and have to turn the homeless away from shelter daily, we can be there to back them up.

Walkin' In My Shoes Street Outreach Program includes many services under one umbrella that would increase a broader based, while meeting the needs of others. We would help create opportunities for self-sufficiency for low-income individuals and families. People would be provided services and necessary support to primary activities to combat homelessness, which includes:

Program Services includes:

Survival Backpack Program: Each backpack includes a sleeping bag and the following list of 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 them further transition from homelessness to self-sufficiency. This guide serves as a basic roadmap to all the services available for them; nightly INNS Shelters are located seven days a week, where meals are available, where showers can be taken, places where clothing can be washed or where they can obtain a change of clothing. In addition, information on available healthcare services, along with church worship, continuing education and job search assistance.

2. Homeless ID Card: Provides clients (who are eligible) with an identification card to carry with them from Walkin' In My Shoes support services.

3. Meals Ready to Eat: Provides clients with a healthy lunch on contact, 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. How our suggestions helped, and/or how we could improve our services. Clients are also given a complimentary card; at which time, they are invited to visit our office to conduct a face-to-face Individual Need Assessment interview, and given the following kits:

5. Children pak: coloring book, crayon, activities books, and food snacks.

Street Outreach Program

Survival Backpack Program continues:

6. Personal Shower Hygiene Kit: Each shower pak includes; brand new underwear for seven days a week, new socks, new bath towel and washcloth and travel size toiletries, toothbrush/ toothpaste and toothbrush holder, deodorant, body lotion, shampoo and conditioner, soap and soapbox holder hand wipes, chap stick, comb, new bath towel, and washcloth. These basic essentials, allow our clients to shower at either of our two community networking partners' shower facilities, four days a week, plus specialty personal care items for infant/toddlers and children.

7. Winter wrap: Provides clients with an extra added support to brave severe cold weather. Each pak includes: Thermal wear, wool hats, wool socks, hat and feet warmers, and lip balm.

8. Summer wrap: Provides clients with an extra added support of items to help stay cool in extreme hot temperatures on the streets. Each pak includes: Bottled water, Gatorade, sunscreen, bug spray, rain pouch, and lip balm ointment.

Night Lite Café: is our after hour street outreach services, which would help homeless service men and women, and chronic veteran. Who may/or may not choose to go into agencies for help due to PTSD, and other health related issues, while meeting their basic needs, such as food and a warm sleeping bag. This service also helps people with mental illness, homeless youth, under aged minors (fleeing sexual abusive home), men, women, and children and people with mental disabilities. People who are seen roaming the streets after 5:00pm cold, hungry, and are coming from coach line bus, and metro train, with no place to go. They would have referrals to social service agencies the next day.

After Care Outreach Program: outreach within the prison system to assist homeless incarcerated men and women inmates. We help them with their exit plan, prior to their release from Kenosha County Detention Center, and Kenosha County Jail, that would prevent them from experiencing homelessness.

IDA'S HOUSE YOUTH Program: supports homeless teens and young adults 18-24 to become self-sufficient, contributing members of the workforce through programs of education, vocational training, leadership development and community service. This program provides an array of comprehensive services to meet the needs of homeless referrals for education, health care and housing needs to become self-independent.

1. Homeless Youth Drop-In Center: in combination with our survival backpack street-based program, provides a one stop service and referral center to connect homeless youth to an array of comprehensive services. The center offers youth of all ages, an opportunity to have a warm safe environment, during the daytime hours. The center gives support services to youth of all ages fleeing abusive homes, homeless teens and/or runaway to transition into the Department of Children and Families for immediate care and family reunification and young adults. While providing youth, with two nutritional meals, clothing, new underwear, personal hygiene products, plus the use of our laundry facility.

2. Housing Assistance: work with teenagers and young adults 18-24 with viable income. We offer opportunities to successfully shift from temporary shelter, and transitional into permanent housing. Housing counselling, housing search, financial literacy assistance, free banking 101 workshop through a local bank, build credit history as well as other tools to help move into a temporary shelter programs, and/or transitions into permanent housing without any governmental assistance to becoming self-sufficient.

IDA'S HOUSE YOUTH Program continues:

3. A Caring Heart: is a long term, comprehensive program for teens of deceased parents, which give them an opportunity to reunite with family members, professional peer grief group counseling, and cooping material, host family, and special scholarship programs college prep program that cultivates the academic potential of talented and motivated young scholars to finish high school and move onto college.

4. First Impression: works with local school districts to return homeless youth to educational programs such as; e-School, Homeschool and GED referrals to Gateway Technical College, registration fees, and college preparation/tours. We hope to prepare underserved students and low-income students for both college and careers, providing them with the educational skills needed to graduate on time, and to excel in science, technology, engineering and math fields. Identify students at-risk for failing to learn to read, and provides instruction to ensure that each youth has the opportunity to become a proficient reader.

Each youth may obtain career attire, a replacement birth certificate and Wisconsin State ID's, which is a requirement to obtaining full-time or part-time employment. They will have on-site access to computers for a 14-day, soft skills training exercise, which gives youth one-on-one career coaching to help them build their own career goals. Volunteer mocked interviews, motivational speakers and shadowing opportunities are also available to help youth acquire a passion to develop skills that employers are looking for in today's workforce market to ensure that homeless youth have the opportunity to reach their full potential.

These skills help shape young people to builds stability on the job and seek out employment above the minimum wage. We want youth to begin professional careers early on in life as teachers, builders, law enforcement, sportsman, entrepreneurship, and public service. Through internship and recruitment programs it helps youth find their role in the world, to move onto post-secondary education, and to gain financial sustainability, needed to maintain permanent employment. It's a unique way for youth to share skills with one another, in a sound structured environment. This was done in an effort to reduce the need for "Entitlement Programs," and to empower youth to live independently without any governmental assistance.

5. ReStart Juvenile Ex-offender: gives homeless teens ex-offenders 18-24 with the same comprehensive support services, for the purpose of decreasing the risk of re-offending. We invest in their future, while trying to lessen the barriers that prevent juvenile offenders to transition into mainstream society, and help them take personal responsibility for their action to become something more than what they think they deserve to be.

6. Under The Radar: is a family enhancement program to assist young parenting teens and young adults with children and are experiencing homelessness struggling with the challenges of the following: mental illness, depression, anxiety, social isolation, learning disability, emotional, drug abuse and other mental disorders that affects their ability to make informed decisions to care for themselves and their children.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? 100%

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 130

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   X Disabled X Homeless
   X Elderly X Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✓	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

Street outreach assistance to street homeless youth, men, women and children living on the streets, and aftercare outreach to incarcerated homeless men and women in prison in Kenosha.

b) How will this project relate to these services?

Direct support and assistance will include backpack, food, housing, and referrals to appropriate community resource.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment 8A.)	☑	☐
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2008	$4,803.00	2010	$5,000.00	2011	$5,000.00
2012	$5,000.00	2013	$4,626.00	2014	$7,293.00

h) If this project is not currently in operation, do you have staff to implement the project?	☑	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☑
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.)	☐	☑

l) When will the project be implemented? 01/15 (mm/yy)

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

Driving and walking around areas in Kenosha where street homeless youth, men, women and children have been identified as needing shelter. As well as incarcerated men and women.

n) Number of (UNDUPLICATED) clients to be served by this activity. 130

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

Letters of Support attachment O1 through O6

Go to and complete pages 12-19

2015 Program Plan

Street Outreach Program

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

- Provide the services by going out to locations or places where unsheltered homeless people are located and not wait for them to come for service.
- Provide duffle bag/backpack, sleeping bag, food, water, winter garments such as; thermalwear, hats, gloves, and scarves items.
- Provide a summer and winter resource directory of social services providers in Kenosha, including verbal or written referrals to area services providers.
- Provide identification cards to help with use of area and support services.
- Provide cleanliness services through personal care products, and clean clothing.
- Provide financial assistance or referral in locating and assisting with temporary shelter or permanent housing.
- Provide support by accompanying clients to court, medical, or human services appointments.
- Provide support by aftercare outreach services to male and female incarceration homeless populations.

Approved September 2015

COUNTY OF KENOSHA
OFFICE OF THE SHERIFF

David G. Beth
Sheriff
1000 - 55th Street
Kenosha, WI 53140
(262)605-5100
Fax: (262)653-6903

September 11, 2014

To Whom it May Concern:

Please accept this letter as support and advocacy for Ms. Joann Wynn and the "Walkin In My Shoes" organization.

My name is David W. McRoberts and I am the Programs Manager for the Kenosha County Sheriff's Department – Detentions Division. I manage and administer all the programmatic efforts and initiatives to address inmate treatment and support. Included in my listing of responsibilities is participating in an internal effort to develop a sustained after care program for inmates released back into mainstream society. As a portion of the core initiative for this program effort, is the tireless work of Ms. Joann Wynn. She is the soul practitioner and advocate for her "hands on" work of mitigating the very real probabilities that face inmates upon release from secure custody – that probability is one of being homeless with no support system from which to rely upon for the even the most basic of needs.

Ms. Wynn works within the well established framework of the Detentions Division of the Sheriff's Department as she meets personally with inmates whom are approaching release and are without the simplest of necessities to aid them in their re-entry into the community. Those needs include; short term housing, meal vouchers for food, transportation vouchers and schedules for public transportation, support and reference documents for governmental assistance, and basic clothing and hygiene items.

Ms. Wynn's continual efforts make a positive difference for those inmates who would otherwise be left to rely upon former problematic acquaintances for this kind of assistance. This return to the high risk, and often criminal element almost always draws them back into the environment that is destructive and creates a high probability of reoffending and recidivating.

I work closely with Ms. Wynn as her organized efforts are in the developmental stages and as such need logistical and organizational assistance to dovetail into totality of detentions operations. She is an inspiration and her work makes an absolute difference to those who are transitioning back into society. Her entire effort is funded by offerings and donations

from various churches and religious organizations which by definition are - very limited means.

The Kenosha County Sheriff's Department fully supports her efforts and stands with her in her quest to secure additional operational funding to assist this often forgotten high risk group of people returning to the community. From a personal perspective, I also fully support her goals in this regard. In my 27 year public service career, and significant experience in corrections nationwide, the after care and re-entry component has always been the missing link in the system. Ms. Joann Wynn is making a difference in addressing this deficiency.

Please feel free to contact me directly should there be a need for any further explanation or qualification.

Sincerely,

David G. Beth
Sheriff – Kenosha County

David W. McRoberts
Programs Manager – Detentions Division

DM/mcb

Jail Chaplaincy of Kenosha County, Inc.

September 10, 2014

To Whom It May Concern,

The Jail Chaplaincy of Kenosha County, Inc is supportive of the Walkin' In My Shoes grant proposal for the 201S HUD Community Development Block Grant (CDBG)through the City of Kenosha.

The Street Outreach Program grant, is inclusive of the Kenosha County Jail Aftercare Outreach Services to support emergency housing for homeless incarceration men and women once they have been released from the Kenosha County Corrections Department.

If we are to help men and women who have been disconnected from society due to incarceration, the proposal by Walkin' In My Shoes is an extremely important piece to the counter rising recidivism rates in Kenosha County.

The Jail Chaplaincy Board at its most recent meeting indicated complete support for the agency's Aftercare program. We have witnessed the various components to the program providing assistance to the incarcerated before they are released back into society.

In its efforts to help the incarcerated, it requires funding to support continued counseling, clothing, jobs and community mentorships through faith based organizations. The proposed Aftercare initiative will not only help our communities to be safe in Kenosha County, but it will also have a positive impact on preventing behavior that returns a person to jail.

Aftercare is a tailored approach to allow flexibility to meet differing local needs. Executive Director and Founder of Walkin' In My Shoes launched the Aftercare program in the Kenosha County Corrections Department several months ago and it has been a great success story.

Chaplain Hasan Hakeem
Kenosha County Sheriff's Department

1000 55th Street, Kenosha, WI. 53140
Phone: 262.605.5149/email: hasan.hakeem@kenoshacounty.org

To whom it may concern: 9.8.14

I have been working with Jo Wynn from Walk in my shoes for almost 2 years. She has gone out of her way to help me do anything to help me gain stability and maintain a positive outlook on anything I may come across. She has helped me get an ID, look for employment, look for apartments, willing to look for resources for escrow. Was more then willing to help me furnish my apartment, helped me if I needed things for my children. This lady has given me so much hope and faith that I will reunite with my children and change my life. She is an extremely supportive person in the community and she deserves credit. I am glad to work with her and she has inspired me to be somebody in life, and I will become somebody. Jo Wynn is a blessing to people of this community - especially young struggling mothers. I would love to return all the time to her one day that she's used trying to help me. Jo Wynn is very much appreciated.

Dawn Rushing

To Whom it may concern

Let me start off by telling you a little bit about myself. My name is Destini Myrum, I am a 30 year old, mother of 4, drug addict. I am currently in the Living Free program trying to overcome this insidious disease. I've gained many tools. Miss Jo Wynn has helped so many women in my same position. It is amazing what she does for these women. Most of us are facing multiple issues upon release. We not only have to work on our sobriety and recovery, but we have to worry about homelessness, food, clothing, employement, transportation and countless other issues that most people take for granted. But she does so much more than provide tangible resources. She gives a sence of hope. She reunites us with faith. She reminds us that no matter what, we can overcome this and that we are worth it! She tells us that she'll help us help ourselves. At a time in my life when I was lost, confused, hurt and I didn't know which way to turn, she helped me find the courage to establish a plan, utalize resourses and find the courage to keep going. She helped me believe in me. For that I am grateful. Thank you Jo!

Destini Myrum

Destini Myrum

Dear Jo.

Thank you for all you and walking in my Shoes have done for me and my grand children. I don't know what I would do without your help.

All of us grand parents are really lucky to have you.

Thanks again

I hope all the good you do comes back to you.

Pat Rosmann

Subject **Racine Resources?**

From [redacted]

To Jwynn@walkininmyshoes.org <Jwynn@walkininmyshoes.org>

Date 09-09-2014 08:35

Good morning,

I think what you are doing for the homeless and displaced teens is wonderful. I am wondering if you know of similar services in Racine. I know a couple of teens who could use some help. One is 18, homeless and wants to finish high school. The other will be 18 in October, needs to get out of a really bad home situation, and also wants to finish high school. Right now these two are feeling they have no control over their lives or their future. I would hate to see them become statistics. I am trying to find resources for them. Any assistance appreciated.

Thank you,
[redacted]

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$17,000.00
Source: Jockey Intenational Jockey Store	$5,000.00
Source: Fundraising	$10,000.00
Source: Board of Directors Cash Contribution	$6,990.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$21,990.00
TOTAL REVENUE:	$38,990.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense:	$17,000.00	$16,990.00	$33,990.00
Expense: Administrative/Staff Salaries	$0.00	$0.00	$0.00
Expense: Office Rent		$2,500.00	$2,500.00
Expense: Utilities (electric/gas and sewer)		$550.00	$550.00
Expense: Phone/Cell/Internet Service		$350.00	$350.00
Expense: Website hosting and email Domain		$125.00	$125.00
Expense: Commerical Liability Insurance		$910.00	$910.00
Expense: Transportation (bus,cab,train&fuel)		$150.00	$150.00
Expense: Postage		$150.00	$150.00
Expense: Donation Storage Unit		$100.00	$100.00
Expense: Office and Cleaning Supplies		$85.00	$85.00
Expense: Legal		$80.00	$80.00
Expense:			$0.00
TOTAL EXPENSES:	$17,000.00	$21,990.00	$38,990.00

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

Street Outreach Program
Organization's Project/Program Budget:

Qty.	Products	Price	Total	CDBG
100	5' X 8' 132 Page Resource Directory of Social Service Providers for the	$ 12.00 Each	$ 1,200.00	$ 1,200.00
	Homeless Populations (50 Winter Edition/50 Summer Edition)			
100	30 Degree Adult Sleeping Bags, Backpack/Duffel Bag, personal care:	$ 60.00 Each	$ 6,000.00	$ 6,000.00
	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.			
30	Children/Youth Adult Sleeping Bags, Backpack, personal care:	$ 55.00 Each	$1,650.00	$ 1,650.00
	bath towel, washcloth, soap, deodorant, toothbrush, toothpaste, comb,			
	new underwear, socks thermal top and bottoms, wool hat, wool gloves,			
	scarves set, Coloring Book/Crayon/Sticker Kit Meals Ready to Eat.			
30	Monthly Transportation Public Bus Passes	$ 50.00 Each	$ 1,500.00	$ 300.00
4	Bus Token (10 each) scheduled Special appointment	$ 17.50 Each	$ 70.00	$ 70.00
10	Cab Fare/Coach Bus Tickets (to surrounding communities)	$ 25.00 Each	$ 250.00	$0
30	Wisconsin State ID	$ 28.00 Each	$ 840.00	$ 280.00
30	Short-term emergency housing for 30 days each client (youth,	$ 500.00 month	$15,000.00	$7,500.00
	incarceration/Senior or veteran)			
1	Homeless Advocate Support Coordinator @$12.00 an hour	$ 240.00 Week	$12,480.00	$0
	20 hours per week for 52 weeks			
	Total		**$ 38,990.00**	**$17,000.00**

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: 130 survival backpack with supplies including; food, bottled water, personal care products, resource book, homeless verification card, and client reply card(men, women and children. Supplies for 100 resource directory for the homeless populations (summer and winter editions).

A portion of the funds for the street outreach program would cover the cost to purchase 15 Wisconsin State ID's for Kenosha native homeless youth, men and women, a requirement to obtain full-time and part-time employment,6 monthly transit bus passes, and 4 packs of transit bus tokens.

A portion of the funds for the street outreach program would help secure immediate emergency housing units for 10 homeless youth to transition into within 24 hours of contact. Secure housing for 5 incarceration men and women in the form of rooming houses, motel lodging for thirty days or rent and/or security deposit to transition into permanent housing self-sufficiency.

Section 5: Budget Continued

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

   If funding is not awarded, backpacks, sleeping bags and food would have to take priority over any other items, and less street homeless youth, men, women and children will receive the support services they need to transition from the streets of Kenosha. We would not be able to serve incarcerated homeless men and women to transition back into mainstream society.

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

   We understand that funding is down for all nonprofit grass roots organization everywhere. However, as the only street outreach organization in Kenosha that go out into the community looking for the homeless. We have to find a way to continue to help people living on the streets obtain resources and services they need to begin the start to regain self-independence especially for our homeless youth, veterans and senior citizens. We would have to limit our aftercare outreach to the Kenosha County Detention Center to help incarcerated homeless men and women transition back into mainstream society.
   Instead of being able to provide 100 backpacks for 100 youth, men, women and 30 children living on the streets of Kenosha, it will be determined by the number of backpacks available.

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
Jockey International Jockey Store	$5,000.00
Fundraising	$10,000.00
Board of Directors Cash Contribution	$6,990.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

September 22, 2014

Jo A. Wynn
Development Director
Walkin' In My Shoes, Inc.
2211 50th Street
Kenosha, WI 53140

Dear Ms. Wynn:

I am please to inform you that the Jockey International, Inc., Jockey Store has approved your request for an in-kind donation to your organization to be used for men and women underwear, socks, and apparel each month in the $460.50 for the next twelve months totally $5,000.00.

An account will be set up for your organization each month to pick up the donation. A representative from your organization will need to bring an In-Kind Donation request letter signed by you at each visit to our Jockey downtown store located at 5500-6th Avenue, Kenosha, WI 53140.

Your program is so important to this community and the needs continue to grow. If you have any questions, please feel free to contact me at (262) 654-5737 Monday through Friday 9:00am to 5:00pm.

Sincerely,

Grace M. Grooms

Grace M. Grooms
Store Manager

Walkin' In My Shoes
Mission Statement

Walkin' In My Shoes, Inc.'s mission is to decrease the homeless population in the nation by networking with public, private, religious and other organizations to form strong alliances supporting the efforts of those who want to have and who deserve a better life.

Walkin' In My Shoes, Inc.

Board of Directors
2015 Endorsing Resolution

Resolution approving a grant for program/project activities known as the "Street Outreach Program".

WHEREAS, Walkin' In My Shoes, Inc., has applied for a grant in the amount of $ 17,000.00 from the 2015 Housing and Urban Development (HUD) Community Development Block Grant (CDBG) for products and goods, and short-term emergency housing. To its expansion Street Outreach Program services as it relates to unsheltered underserved street homeless youth, men, women and children, and incarcerated homeless men and women populations in Kenosha, for the fiscal year 2015.

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

WHEREAS, Walkin' In My Shoes, Inc., will contribute $ 21,990.00 to this project (cash and 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 fulfillment outcome performance and measurements of the organization on behalf of the Walkin' In My Shoes, Inc., in accordance to its By-Laws.

Vermetrias Warner
Board President

9-18-2014
Date

Dawenia S Nelson
Board Treasurer

9/18/2014
Date

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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, adult, and 30 children who are homeless will receive backpack, food, water, and personal care items to meet their immediate needs and enhance their living environment.
100 youth, and adults with 30 children will receive referrals and bus tokens to other community resources to address their homeless issues with new or improved accessibility to services and resources.
100 youth and adults who are homeless will receive an identification cared that will give them new or improved accessibility to services.
10 youth, veterans, and/or senior citizens who are homeless will receive immediate emergency housing, 5 incarcerated homeless men and women will received short-term temporary housing upon their release from Kenosha County Detention Center.
15 youth, men and/or women who are homeless will receive Wisconsin state id's to obtain full-time and part-time employment.
6 youth, men and/or women who are homeless will receive monthly transit bus passes to assist obtaining permanent employment.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 15A
- [x] Current Agency Plan; date of Plan 8A
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

Jo a. Wyan	September 23, 2014
Signature of Authorizing Official	Date
Development Director/CEO and Founder	262-764-0214
Typed Name and Title of Authorizing Official	Phone
Vermetrias Warner	September 23, 2014
Signature of Authorizing Official	Date
Board President	262-764-0214
Typed Name and Title of Authorizing Official	Phone

Walkin' In My Shoes, Inc.

Walkin' In My Shoes, Inc.
2014-15 Board of Directors

Organization's Leadership	Board of Directors	Positions	Affiliations	Address	City	St	Zip Code
Jo A Wynn	Chief Executive Officer	Founder	Walkin' In My Shoes	7911-60th Avenue	Kenosha	WI	53142
Vermetrias Warner	Board President	Entrepreneur	DO YOU, Inc.	3112-60th Street	Kenosha	WI	53144
Ronald J. Smith	Board Vice-President	Retired Assembler	Chrysler Motors	7809-39th Avenue, Upper	Kenosha	WI	53142
Martha R. Vasquez	Board Secretary	Registered Medical Assistant	St. Margaret Mercy Hospital	5454 S. Hohman Avenue	Hammond	IN	46320
Davenia S. Nelson	Board Treasurer	Accounting	Outreach Community Church	8994 Heathwood Circle	Niles	IL	60714
Lenora Day	Board Member	Entrepreneur	Mary Kay Beauty Consultant	2150-89th Street	Kenosha	WI	53143
Stanley Washington	Board Member	Accountant	Washington's Accounting & Tax Service, LLC	818 49th Street	Kenosha	WI	53140
Joseph A. Ruhl	Board Member	Property Manager	Greskoviak Rentals	1006-60th Street	Kenosha	WI	53140
Tracy Ngewaki	Board Member	College Student	Parkside University	900 Wood Road	Kenosha	WI	53144
Stevie Ingram	Board Chairman	Associate Ministry	Second Baptist Church	3925-32nd Avenue	Kenosha	WI	53144

Question: Can you tell she is homeless, just by looking at her?

Walkin' In My Shoes is committed to advocating for, and giving access of (most needed community resources and supportive services) to individuals and families, who are down on their luck. We wish to 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 struggles one face to regain their sense of community.

Our support services go farther to help anyone in need including those who are at-risk of becoming homeless. We also provide the most comprehensives services available in our community.

We are confident that the items in our unique backpack will help begin the change in the lifestyle of every individual homeless person, who receives it.

What about him? Can You Tell Now?

Mission Statement:
Walkin' In My Shoes, Inc.'s mission is to decrease the homeless population in the nation by networking with public, private, religious and other organizations in an effort to form a strong alliance, supporting the efforts of those who want to have and who deserve a better life.

Contact Walkin' In My Shoes
2211-50th Street
Kenosha, WI 53140-3162
Phone: (262) 764-0214
Fax: (262) 764-0299
Email us **at:** info@walkininmyshoes.org

Office hours of Operations:
Tuesday and Thursday 10:00am to 2:00pm by appointment only.

Office tours are available by request at:
info@walkininmyshoes.org

24 hour teen's emergency services contact:
(262) 914-2077

Coming soon:

Ida and Ivan Youth Academy

One person can make a difference

Walkin' In My Shoes

There's Still Life In This "SOUL"

Who We Are

Walkin' In My Shoes, Inc. is a 501 (c) (3) non-profit charitable organization that began in 2005 as a grass-roots community effort led by Jo A. Wynn. It was in response to the increasing issue of underserved street homeless people in Kenosha, Wisconsin. Wynn would walk the streets and go into areas where homeless people congregated to provide a listening ear and a hand of compassion.

During this time she 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 or placed on waiting lists 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 people living on the street.

Walkin' In My Shoes established the first of its kind Survival Backpack Street Outreach Program to provide information about prevention services that help links 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, who were at risk of being sexually abused, exploited or commit crimes to try to meet their basis needs.

Who We Serve

Walkin' In My Shoes serve the general population in Kenosha.

Walkin' In My Shoes is the only street outreach program in Kenosha. We go out into the community looking for the homeless to help aid them to take the first step to transition from the streets, and into permanent housing.

These are individuals and families, who have found themselves living on the streets in unforeseen, or unfortunate circumstance. We have found them sleeping in parks, cars, bus terminals, abandoned building and other non-conventional areas.

Some are under aged minors, teenage runaways, teens that have aged out of the foster care system, teens that have aged out of adopted homes, teens of deceased parents, LGBT teens, teens of economic hardship, teens thrown away and teens that have left home without a plan. Women (single or with children), men (single or with children), single parent with children, service men and women, senior citizens, people living with HIV/AIDS, domestic violence, ex-offenders, chronic illness, mental illness, alcohol and substance abuse.

What We Do

Products and Goods include:

Street Outreach Survival Backpack: Provides street homeless youth, men, women and children with a backpack fully equipped with a sleeping bag, directory of social service providers for the homeless population, food, and referral in an effort to help aid them to safety leave the street and transition into emergency housing.

IDA'S HOUSE: It's not a shelter. It's a self-help program to assist homeless youth obtain the life skills to become self-independent without any governmental assistance. **Wraparound includes:** **Youth Drop-In Center:** Provide youth of all ages a safe place to be during the daytime hours to connect them with programs that can meet their emergency housing needs. **Heart of the Matter:** Assist young parenting teen with a permanency plan for them to provide a good stable home for their children and out of the Foster Care System. **A Caring Heart:** Provides teens of deceased parents' professional peer grief group counseling, and cooping material, host family, and reconnection with siblings. **First Impression:** Provides teens and young adults with soft skills training and career assessment for today's entry level jobs. Plus, give them career attire, Id's, birth certificate, and college preparation. **ReStart Juvenile Ex-offender:** Provides juvenile offenders the same opportunities as all other teens. We help them re-channel their thoughts, and move into the mainstream society, teach them self-worth to not reoffend.

Healthy Livin' Provides wellness and fitness techniques to help our clients get and stay healthy with a few simple lifestyle changes.

Seed to Harvest Community Garden: Is an extension of our healthy livin' initiative program help people learning how to grow and eat fresh fruits and vegetables.

At The Door: Provides furniture to our former homeless clients to turn a once empty space into a place they can call home.

Taylor-Gabbylill Boutique for the Homeless: Provides client in our program a complete wardrobe, for every season.

Steppin' Up: Provides grandparents and other relative's caretaker with monthly food assistance, clothing, school supplies, school uniforms, and other services, who are caring for minor children in their home.

Resource and Referral Service Center: Provide telephone referrals to more than 50 callers (each month). To assist people who are at-risk of becoming homeless remain secure in their home.

To learn more about these programs and other services, visit us at: www.walkininmyshoes.org

2015 COMMUNITY DEVELOPMENT BLOCK GRANT
Interview Schedule
Wednesday, October 15, 2014
Room 202

		Applicant/Project Title	
13	*5:30*	***Urban League of Racine and Kenosha, Inc.*** Floor Covering Project	Housing, Neighborhood Improvement/Economic Development
14	*5:45*	***Urban League of Racine and Kenosha, Inc.*** Sickle Cell Disease (SCD)-Awareness, Education & Testing	Public Service
15	*6:00*	***Urban League of Racine and Kenosha, Inc.*** Spanish Translation, Interpretation & Employment Assistance Program	Public Service
16	*6:15*	***ELCA Outreach Center*** Helping Residents Gain Life-Sustaining Employment	Public Service
17	*6:30*	***Boys & Girls Club of Kenosha*** Increasing After School Opportunities for Kenosha's Youth	Public Service
18	*6:45*	***Kenosha YMCA*** Frank Neighborhood Parent Resource Center Project	Public Service
19	*7:00*	***Kenosha Area Family and Aging Services, Inc.*** Volunteer Transportation Service	Public Service
20	*7:15*	***Kenosha County Interfaith Human Concerns Network - Shalom Center*** Emergency Family Shelter	Public Service
21	*7:30*	***Kenosha Literacy Council*** Literacy at Work	Public Service
22	*7:45*	***City of Kenosha - CD&I*** Elimination of Blighted Structures	Housing, Neighborhood Improvement/Economic Development
23	*8:00*	***City of Kenosha - CD&I*** Program Administration/Comprehensive Planning	Planning/Management

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Urban League of Racine and Kenosha, Inc.

Project Title: Floor Covering Project

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 5,000.00

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

Name: Yolanda Adams, President and Chief Executive Officer

Address: 718 N Memorial Drive, Racine WI 53404 (Mailing address)

1418-68th Street, Kenosha WI 53143 (Program site address)

Phone Number: 262-652-2111 or 262-637-8532

E-Mail Address: yadams2013@gmail.com

RECEIVED
SEP 30 2014

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
16 / 1	16 / 2	/	/

   b) How many residents live in this area? 1,980

   c) What is the percentage of low and moderate income beneficiaries? 69.44%

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	✓	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

4. **Facilities Project:**

	Yes	No
a) Have you obtained at least three written ***estimates*** (not bids)? If Yes, attach. If No, please explain why not obtained.	✓	
b) Is the proposed project contained in:		
Consolidated Plan		✓
Neighborhood Plan		✓
Neighborhood Revitalization Strategy Area		✓
Area Plan		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		✓
c) Have you retained the services of a consultant? If yes, check appropriate box:		✓
☐ Engineer ☐ Landscape Architect ☐ Architect ☐ Planner		
d) Do you have completed plans?		✓
e) Do you have completed bid documents?		✓
f) Will a review of your project be required by:		
Neighborhood Services & Inspections		✓
City Plan Commission		✓
Zoning Board of Appeals		✓
Other (specify) _____		✓

g) Who will be responsible for the oversight of this project?

Yolanda Adams, President and Chief Executive Officer.

h) Why are improvements necessary to the organization and the program services?

Existing carpet is stained, torn and an eyesore to visitors and clients. It is difficult to keep clean given the 30-40 youth who participate in our after-school program, summer breakfast & lunch programs. During the winter months, youth track in snow and dirt from their shoes and boots.

NOTE:

A LIEN WILL BE PLACED ON REAL PROPERTY THAT IS IMPROVED WITH THE USE OF CDBG FUNDS. SUCH LIEN SHALL REMAIN UNTIL THE PROPERTY IS SOLD BY THE AGENCY RECEIVING CDBG ASSISTANCE.

Go to and complete pages 12-19

Section 3: Historic Preservation Considerations

Listed below are historic preservation questions relevant to all construction projects for which CDBG funds are requested and received. Check the boxes applicable to your project.

	Yes	No
1. Is the proposed project adjacent to or will it involve or impact buildings or districts eligible for or listed in the National or State Register of Historic Places?	☐	☑

a) If yes, which buildings or districts?

b) Describe the impact of the proposed project on these buildings or districts.

	Yes	No
2. Are any of the buildings adjacent to, involved in, or affected by, the proposed project locally designated as individual landmarks, or as part of a local historic district?	☐	☑

a) If yes, which buildings?

b) Describe the impact of the proposed project on the locally designated buildings.

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$5,000.00
Source: Urban League rental income	$1,000.00
Source:	$0.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$1,000.00
TOTAL REVENUE:	$6,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Contract labor and materials	$5,000.00	$1,000.00	$6,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$5,000.00	$1,000.00	$6,000.00

***** COST ESTIMATES REQUIRE A MINIMUM OF ESTIMATES *****

Section 5: Budget Continued

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

   If not fully funded, only the common-use areas such as the two receptionist areas, the kitchen and the hallways would be tiled. The existing carpet would remain in the five staff offices. The two bathrooms are not included in either plan since they have ceramic tile floors.

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

   N/A since this is not a service project.

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
The agency will solicit donations for the new flooring.	$1,000.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

Our agency's mission is to provide African Americans and other disadvantaged groups with services to help secure economic self-reliance.

Improving the interior appearance of the building will attract program participants who either use the computer lab or come to the agency for faxing and copying. The Lincoln neighborhood residents will take pride in their neighborhood center and its after-school program if it looks clean and is a safe place to send their school-aged children.

Section 7: 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.

SEE RESOLUTION - ATTACHMENT # _____
Below

Be it Resolved that the Board of Directors of the Urban League of Racine and Kenosha, Inc. does hereby endorse the submission of the 2015 Kenosha CDBG application for the "Floor Covering Project", applying for Facility Improvement funds in the amount of $5,000.00 as contained herein.

Be it further resoled that $1,000.00 towards the project cost will be contributed by agency from unrestricted rental income.

Endorsed this date: September 19, 2014

Authorizing Signatures: _____
Yolanda Adams, President and CEO

Board Chairman: _____
Norris L. Jones, Chairman of the Board

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☑ Provide economic opportunity through new/improved accessibility	☑ Provide economic opportunity through new/improved accessibility	☑ 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.

Approximately 1,980 Lincoln Neighborhood residents and their school-age youth living within walking distance of the Urban League building will have access to programs and services in a building that is clean and safe. Maintaining both the interior and exterior of the building in good condition will attract visitors and clients who have a preconceived notion that the neighborhood is a high-crime area and the buildings are old and deteriorated. Improving the community center will help to revitalize the Lincoln Neighborhood.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 01/01/13
- [x] Current Agency Plan; date of Plan 01/01/13
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

SIGN HERE — September 26, 2014

Signature of Authorizing Official — Date

Norris L. Jones, Board Chairman — 262-960-2642 cellular

Typed Name and Title of Authorizing Official — Phone

SIGN HERE — September 26, 2014

Signature of Authorizing Official — Date

Yolanda Adams, President and Chief Executive Officer — 262-705-4734 cellular

Typed Name and Title of Authorizing Official — Phone

Mission Statement

- The Mission of the Urban League of Racine and Kenosha, Inc. is to provide integral services, advocacy, and training programs that contribute to the growth, stability, and prosperity of African American as well as other residents of Racine and Kenosha counties

ATTACHMENT I

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Urban League of Racine and Kenosha, Inc.

Project Title: Sickle Cell Disease (SCD) Awareness, Education and Testing

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 30,000.00

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

Name: Yolanda Adams, President and Chief Executive Officer

Address: 718 N Memorial Drive, Racine WI 53404 (Mailing address)

1418-68th Street, Kenosha WI 53143 (Program site address)

Phone Number: 262-652-2111 or 262-637-8532

E-Mail Address: yadams2013@gmail.com

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 1: 2015 Project Description

Narrative:

The Urban League of Racine and Kenosha, Inc. submits a 2015 application requesting funding to provide a second year of "**Sickle Cell Awareness, Education and Testing**" program at our agency.

Staff: A full time, Health Coordinator will provide program services utilizing an 85 square foot staff office. Health education classes and workshops will be held in the 306 square foot conference on the first floor. If additional space is needed, expanded space is a large classroom located on the 2nd floor.

The Health Coordinator will be directly supervised by the agency CEO who will also serve as his/her backup, when needed. College and university interns majoring in nursing and health related fields of study will support the Health Coordinator with enrollment, case management and clerical duties.

Target group: Our primary target group will be low to moderate income African Americans; however, Puerto Ricans and Hispanics residing in District 12 (Census Tract 16, Block Groups 1 and 2) in the Lincoln Neighborhood within the City of Kenosha will also be served. Additional recruitment will occur outside the boundaries of District 12, seeking persons or parents of children who are at high risk of sickle cell. 125 participants will attend monthly classes and/or workshops over a 12-month period. Our plan is for 24% or 30 persons to be tested or receive treatment for health issues related to sickle cell disease.

Problem: Currently, no organization in Kenosha or Racine is educating persons about Sickle Cell Disease or the risk factors associated with it. Nor, is any support assistance provided to parents of children with the disease. Formerly, the Sickle Cell Foundation of Racine addressed this gap in services; however, it ceased operating as a 501(c)(3) nonprofit organization in December 2012 and is no longer providing these services. The Urban League began with a small, $1,000 CDBG Kenosha grant in Fiscal Year 2013-14 and would like to expand services in 2015, if funding allows.

Project goal: Under the oversight of a Sickle Cell Advisory Group made up of agency Health Committee members, the agency Chief Executive Officer and community volunteers, our project will identify strategies for delivering a sickle cell education messages using a variety of culturally effective community-based approaches. The committee will develop program activities that are consistent with acceptable standards for conducting sickle cell awareness and education for eligible program participants. Booths at local Kenosha health fairs, the Kenosha Kindness Week, the Juneteenth Festival and other community events will help in the recruitment of potential clients in need of our services.

How project benefits low to moderate persons: The support services offered will help identify persons and their children at risk of sickle cell disease and provide them with educational material to increase disease awareness, as well as information on how to access financial assistance for required testing.

Who will benefit from this project: Beneficiaries will be eligible persons determined to be low to moderate income using the City of Kenosha's 2014 Income Limits chart (Appendix B of the 2015 application).

How success of the project will be measured and evaluated: Case files will be maintained on all program clients. Monthly reports on the number of clients in need of testing and actually screened or tested will be provided at the end of the program year. Case notes will document action taken to achieve the desired result. Timely data reports will be submitted to the City's Community Development Department, as required.

Where is the project located? One-on-one sessions will occur in staff offices. Group sessions will be held in the agency's conference room. If enrollment exceeds expectations, additional space is available on the second floor (upper west) of the Kenosha building. The building address is 1418-68th Street, Kenosha, WI. Tentative hours are Monday through Friday from 9:00 a.m. to 5:00 p.m. The winter schedule will be Tuesday through Friday.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
16 / 1	16 / 2	/	/

   b) How many residents live in this area? 1,980

   c) What is the percentage of low and moderate income beneficiaries? 69.44%

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 125

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   ____ Disabled x Homeless
   ____ Elderly x Other

Type of Project (Check only one)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☑	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

Computer lab w/internet, after-school reading literacy program, preemployment host agency site for state subsidized training programs, health education and translation/interpretation services.

b) How will this project relate to these services?

Participants with limited English language proficiency will receive assistance translating documents and applying for jobs using agency computers with internet access.

c) Is the proposed project contained in:

	Yes	No
Consolidated Plan	✓	
Neighborhood Revitalization Strategy Area		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		
d) Is your project a continuation of a current activity?	✓	
e) Is your project an expansion of a current activity?	✓	
f) Have you received CDBG funding previously to operate this service?	✓	

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

Year	$ Award	Year	$ Award	Year	$ Award
FY 2014	$1,000.00				

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

l) When will the project be implemented? 06/15 (mm/yy)

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

We will accept referrals from community partners. We also plan to collaborate with the Kenosha Community Health Center and the Wisconsin Medical College in Milwaukee.

n) Number of (UNDUPLICATED) clients to be served by this activity. 125

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

This is a continuation of the Fiscal Year 2013 grant that extended through September 30, 2014.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$30,000.00
Source: Urban League fundraising events for Sickle Cell program	$1,000.00
Source: Urban League revenue from Western Union and CheckFreePay	$1,000.00
Source: Urban League revenue from Kenosha rental income	$1,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$3,000.00
TOTAL REVENUE:	$33,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries, payroll taxes & benefits	$24,000.00	$500.00	$24,500.00
Expense: Supplies (paper & ink cartridges)	$200.00	$300.00	$500.00
Expense: Occupancy (gas/electric/water)	$300.00	$700.00	$1,000.00
Expense: 10 Sickle Cell screen tests @ $200	$2,000.00	$0.00	$2,000.00
Expense: 20 Blood type tests @ $100	$2,000.00	$3,000.00	$5,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$28,500.00	$4,500.00	$33,000.00

***** COST ESTIMATES REQUIRE A MINIMUM OF ESTIMATES *****

Section 5: Budget Continued

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

   Partial funding would result in a reduced FTE Health Coordinator position. Current budget allows for a full time position at $11 per hour. 40 hours per week, for 12 months (52 weeks) = $22.880 per year plus payroll taxes and benefits.

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

   Services will continue to be offered; however, the number of class offerings may be reduced. The agency will use college and university interns majoring in nursing and volunteers to assist with program implementation and health education classes.

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
The agency will hold a bowl-a-thon and walk-a-thon to raise	$1,000.00
additional funds.	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	✓	

(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 National Urban League movement promotes the development of local programs aimed at improving the health and quality of life for persons of color residing in local communities. As an affiliate of the NUL, year two of our "Sickle Cell Awareness and Education" program offered in Kenosha, Wisconsin, remains consistent with our mission statement. Locally, this health program fulfills the education component of our affiliate's mission statement.

Section 7: 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.

SEE RESOLUTION - ATTACHMENT # _____
Below

Be it Resolved that the Board of Directors of the Urban League of Racine and Kenosha, Inc. does hereby endorse the submission of the 2015 Kenosha CDBG application for the "Sickle Cell Disease Awareness, Education and Testing" program, applying for Public Service funds in the amount of $30,000.00 as contained herein.

Be it further resoled that $3,000.00 towards the project cost will be contributed by agency from Western Union agent funds, CheckFreePay agent funds and unrestricted rental income.

Endorsed this date: September 19, 2014

Authorizing Signatures: _____
Yolanda Adams, President and CEO

Board Chairman: _____
Norris L. Jones, Chairman of the Board

Section 8: 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.

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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*
☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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 125 clients over a 12-month period will attend classes and workshops designed to promote awareness and provide education on the risk factors associated with sickle cell disease.
2) 24% or 30 clients at risk of sickle cell disease will be seen by a health care provider. receive a sickle cell screen test or be administered a blood type test for sickle cell disease.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 01/01/13
- [x] Current Agency Plan; date of Plan 01/01/13
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

	SIGN HERE	September 26, 2014
Signature of Authorizing Official		Date
Norris L. Jones, Board Chairman		262-960-2642 cellular
Typed Name and Title of Authorizing Official		Phone
	SIGN HERE	September 26, 2014
Signature of Authorizing Official		Date
Yolanda Adams, President and Chief Executive Officer		262-705-4734 cellular
Typed Name and Title of Authorizing Official		Phone

Mission Statement

- The Mission of the Urban League of Racine and Kenosha, Inc. is to provide integral services, advocacy, and training programs that contribute to the growth, stability, and prosperity of African American as well as other residents of Racine and Kenosha counties

ATTACHMENT I

Urban League | Empowering Communities. Changing Lives

URBAN LEAGUE of Racine and Kenosha, Inc.
718 N. Memorial Dr., Racine, WI 53404 * Ph 262-637-8532 * Fax 262-637-8634
1418-68th St., Kenosha, WI 53143 * Ph 262-652-2111 * Fax 262-652-7044

2014 Board of Directors List *(rev.05/31/14)*

Norris L. Jones, Sr.
9627-70th St, Kenosha WI 53142
262-960-2642 cell
262-657-7574 home
njones6395@aol.com
Ethnicity: African American
Term 2 Chair
(exp. 12/31/15)

Jacqueline V. McRae
3622 Sovereign Dr.
Racine WI 53406
262-412-7054 cell
262-554-7054 home
262-554-1634 fax
Jmcrae1964@yahoo.com
Ethnicity: African American
Term 1 Vice Chair
(exp. 07/31/15)

JaTawn Pinson, Ed.D
6558 San Marino Dr.
Racine WI 53406
262-633-2719 home
262-497-5218 cell
262-619-6394 work
pinsonj@gtc.edu
Ethnicity: African American
Term 1 Secretary
(exp. 12/31/15)

Aris M. Claybrook
2013 Rapids Dr.
Racine WI 53404
262-320-7599 cell
aclaybrook1016@gmail.com
Ethnicity: African American
Term 1 Board Member
(exp. 05/31/17)

Rodney Ivy
1900 Linden Ave.
Racine Wi 53403
262-498-8706 cell
rivy1995@yahoo.com
Ethnicity: African American
Term 1 Board Member
(exp. 05/31/17)

Nikki Payne
312-235-6342 home
847-922-9619 cell
nikkidennard@yahoo.com
Ethnicity: African American
Term 1 Board Member
(exp. 03/01/17)

Ricky Person
3548 Douglas Ave. #122
Racine WI 53402
262-939-9027 cell
cpassessments@msn.com
Ethnicity: African American
Term 1 Board Member
(exp. 05/31/17)

Eric Santos
2916 Fischer Dr.
Burlington WI 53105
262-758-4279
eric_santos_2006@yahoo.com
Ethnicity: Hispanic
Term 1 Board Member
(exp. 05/31/17)

Thomas E. White
1420 N Wisconsin St.
Racine, WI 53402
262-633-4996 home
262-939-8790 cell
wi.naacp@sbcglobal.com
Ethnicity: African American
Term 3: Nominating and Membership Chair
(exp. 12/31/13)

Stanley Washington
818-49TH St.
Kenosha, WI 53140
262-909-3169 cell
262-764-1074 home
coclivingproof@aol.com
Ethnicity: African American
Term 1: Treasurer and Finance Committee
(exp. 12/31/14)

Donnie Snow
1111 Villa St.
Racine WI 53403
262-909-5135 cell
Dsno31@aol.com
Ethnicity: African American
Term 1 Board Member
(exp. 12/31/15)

TOTAL: 11 (Quorum = 6)

* * * * * * * * *

Board members elected shall be no less than 9; no more than 25. Terms of service shall be 3 years from date of appointment.

Any vacancies among the directors by reason of death, resignation or inability to act or any other circumstances shall be filled for the unexpired portion of the term by the Board of Directors at any meeting of the board.

* * * * * * * * * * * * * * * *

Yolanda Adams, President & CEO
4202-45th St., Kenosha WI 53144
262-652-2111 Kenosha (mornings)
262-637-8532 Racine (afternoons)
262-705-4734 cell
yadams2013@gmail.com

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Urban League of Racine and Kenosha, Inc.

Project Title: Spanish Translation, Interpretation and Employment Assistance Program

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 30,000.00

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

Name: Yolanda Adams, President and Chief Executive Officer

Address: 718 N Memorial Drive, Racine WI 53404 (Mailing address)

1418-68th Street, Kenosha WI 53143 (Program site address)

Phone Number: 262-652-2111 or 262-637-8532

E-Mail Address: yadams2013@gmail.com

RECEIVED
SEP 30 2014
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 1: 2015 Project Description

Narrative:

The Urban League of Racine and Kenosha, Inc. submits a 2015 application requesting funding to provide "**Emergency English/Spanish Translation, Interpretation and Internet Services**" at our agency.

Staff: A full time, Bilingual Advocate will provide program services utilizing the first floor conference room and one staff office. In addition, computer and internet assistance will be provided in the 10-station computer lab with internet access on the first floor. If additional space is needed, expanded space is available on the second floor of the agency which has an additional 8-station computer lab. The Bilingual Advocate will be directly supervised by the agency CEO who will also serve as his/her backup, when needed. College interns will support the Bilingual Advocate with enrollment, case management and clerical duties.

Target group: Our primary target group will be low-income, monolingual Spanish speakers or individuals with limited English proficiency who are residents of District 12 (Census Tract 16, Block Groups 1 and 2) in the Lincoln Neighborhood within the City of Kenosha.

Problem: The Spanish Center organization officially closed its doors on June 30, 2012 after dissolving its IRS 501(c) (3) tax exempt status. As a result, former clients of the agency and others with a Spanish language barrier are going without needed services. Our agency, the Urban League, has received much of the overflow and provides assistance, but with limited resources. The St. Mark's Latin American Center is also serving this Hispanic population; however, the center has limited space and does not have sufficient staff or a budget large enough to serve the hundreds of people needing services. Serving disadvantaged, ethnic populations fall within the mission of our organization.

The Urban League began providing Hispanic families' services in their native language, Spanish, on June 1, 2014 in Racine through the "Hispanic Center Program" funded by the Racine Community Foundation. On average, the monthly caseload for the Racine program is 25 people. We subsequently kicked off the Kenosha-funded 2014 CDBG program on September 1, 2014. The 2015 request is to expand and continue the current Kenosha program. We anticipate the same level of success in meeting the needs of Kenosha's growing Hispanic population that we've had in Racine.

Project goal: The primary goal is to assist eligible participants who are English language deficient with translation and interpretation services needed to understand written correspondence, school policies, creditor letters, legal notices, etc. Further, to respond or act within required deadlines, if necessary, to pay fines, avoid legal action, etc. The secondary goal is to provide computers and internet access for low-income participants who could benefit from applying for jobs on-line in their effort to gain meaningful

employment. Our staff has experience serving disadvantaged adults who often lack computer skills and are first-time users of the internet.

How project benefits low to moderate persons: The support services offered will help participants avoid problems resulting from not understanding or responding to letters or notices requiring action. Our program will also provide a place for eligible participants to use computers with internet access to apply for jobs. Services will be provided at no cost to eligible, low income clients.

Who will benefit from this project: Beneficiaries will be eligible City of Kenosha residents determined to be low to moderate income using the City of Kenosha's 2014 Income Limits chart (Appendix B of the 2015 application). We regret enrollment cannot be offered to sex-offenders due to the agency having a youth program within the building.

How success of the project will be measured and evaluated: Case files will be maintained on all program clients. Case notes will document action taken to achieve the desired results. Timely data reports will be submitted to the Community Development Department of the City of Kenosha, as required.

Where is the project located? One-on-one sessions will occur in staff offices. Group sessions will be held in the conference room. The 10-station computer lab on the first floor will be available to clients needing to submit on-line applications. If enrollment exceeds expectations, additional space is available on the second floor (upper west) of the Kenosha building. The building address is 1418-68th Street, Kenosha, WI. Tentative program schedule will be 9:00 a.m. to 5:00 p.m., Monday through Friday. The winter schedule will be Tuesday through Friday.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
16 / 1	16 / 2	/	/

   b) How many residents live in this area? 1,980

   c) What is the percentage of low and moderate income beneficiaries? 69.44%

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 125

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   ____ Disabled x Homeless
   ____ Elderly x Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✓	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

Computer lab w/internet, after-school reading literacy program, preemployment host agency site for state subsidized training programs, health education and translation/interpretation services.

b) How will this project relate to these services?

Participants with limited English language proficiency will receive assistance translating documents and applying for jobs using agency computers with internet access.

	Yes	No
c) Is the proposed project contained in:		
Consolidated Plan	✓	
Neighborhood Revitalization Strategy Area		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		✓
d) Is your project a continuation of a current activity?	✓	
e) Is your project an expansion of a current activity?	✓	
f) Have you received CDBG funding previously to operate this service?	✓	

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

Year	$ Award	Year	$ Award	Year	$ Award
FY 2014	$1,945.00				

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

l) When will the project be implemented? 06/15 (mm/yy)

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

We will accept referrals from community partners. Our agency has served the overflow of monolingual Spanish-speaking persons previously served by the Spanish Center since 07/01/12.

n) Number of (UNDUPLICATED) clients to be served by this activity. 125

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

A similar program (the Hispanic Center), funded by the Racine Community Foundation, has been successfully operating since June 1, 2014 in our Racine building.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$30,000.00
Source: Urban League fundraising revenue (Mexican Fiesta proceeds)	$1,500.00
Source: Urban League rental income	$1,500.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$3,000.00
TOTAL REVENUE:	$33,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries, payroll taxes & benefits	$26,000.00		$26,000.00
Expense: Supplies (paper & ink cartridges)	$500.00		$500.00
Expense: Telephone/internet	$500.00		$500.00
Expense: Occupancy (gas/electric/water)	$3,000.00		$3,000.00
Expense: Document printing in Spanish		$3,000.00	$3,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$30,000.00	$3,000.00	$33,000.00

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

Section 5: Budget Continued

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

   Partial funding would result in a reduced FTE Bilingual Advocate position. Current budget allows for a full time position at $11 per hour, 40 hours per week, for 12 months (52 weeks) = $22,880 per year.

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

   The number of unduplicated clients to be served will be reduced proportionate to the percent of reduced funding. The same services will be provided; however, reduced funding would result in a program offered part-time rather than full-time, 5 days per week.

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
Cinco de May festival in 2015.	$1,000.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

Our agency's mission is to provide African Americans and other disadvantaged groups with services to help secure economic self-reliance. Residents with limited English language proficiency or who are monolingual Spanish speakers fit into the "disadvantaged" category.

The Hispanic population has significantly increased in the neighborhoods surrounding the Urban League neighborhood center located in District 12. Our agency serves many of the former clients of the Spanish Center that officially closed its doors on June 30, 2012. Our staff has been working diligently to close the gap in services to the Spanish-speaking residents of the City of Kenosha.

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☑ Provide economic opportunity through new/improved accessibility	☑ Provide economic opportunity through new/improved accessibility	☑ 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.

The Spanish Translation, Interpretation and Employment Assistance Program will afford clients supportive bilingual services when they need to communicate using telephones, a facsimile machine or the internet whenever a language barrier exists. The bilingual advocate will assist clients with on-line job applications using our computers with internet access in a 10 station computer lab.

1) A minimum of 125 persons will be assessed for program eligibility based on income and residency.
2) 100 unduplicated persons over 12-months will enroll in our program and have a case file documenting what type of assistance they received while in the program.
3) 40 eligible persons will receive assistance completing on-line job applications.
4) A minimum of 80 unduplicated eligible persons will receive satisfactory assistance with files closed.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 01/01/13
- [x] Current Agency Plan; date of Plan 01/01/13
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

	SIGN HERE	September 26, 2014
Signature of Authorizing Official		Date
Norris L. Jones, Board Chairman		262-960-2642 cellular
Typed Name and Title of Authorizing Official		Phone
	SIGN HERE	September 26, 2014
Signature of Authorizing Official		Date
Yolanda Adams, President and Chief Executive Officer		262-705-4734 cellular
Typed Name and Title of Authorizing Official		Phone

Mission Statement

- The Mission of the Urban League of Racine and Kenosha, Inc. is to provide integral services, advocacy, and training programs that contribute to the growth, stability, and prosperity of African American as well as other residents of Racine and Kenosha counties

ATTACHMENT I

2015 URBAN LEAGUE OF RACINE AND KENOSHA, INC.

ATTACHMENT 2

Resolution
Endorsement of Proposal

Be it resolved that the Board of Directors of the Urban League of Racine and Kenosha, Inc. does hereby endorse the submission of the 2015 Kenosha CDBG application for the *"Spanish Translation, Interpretation and Employment Assistance Program"*, applying for Public Service funds in the amount of $30,000.00 as contained herein.

Be it further resolved that $3,000.00 towards the project cost will be contributed by the organization from special fundraising events and unrestricted rent revenue.

Endorsed this Date: September 19, 2014

Authorizing Signatures

Yolanda Adams,
President and CEO

Board President

Norris L. Jones
Chairman of the Board

ATTACHMENT 2

City of Kenosha
Community Development Block Grant Application
Fiscal Year 201

Applicant ELCA Outreach Center

Project Title Helping Residents Gain Life-Sustaining Employment

Category PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☑	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 33,300

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

Name Karl Erickson

Address 2006 60th Street, Kenosha WI 53140

Phone Number 262-652-5545

E-Mail Address kerickson@elcaoutreachcenter.org

RECEIVED
SEP 25 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Community Development Block Grant - 2015
Project Narrative for ELCA Outreach Center

The ELCA Outreach Center (OC) proposal for the 2015 Community Development Block Grant addresses the Create Economic Opportunity priority.

EXECUTIVE SUMMARY

The ELCA Outreach Center proposes using the 2015 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 2015 Create Economic Opportunity program, the ELCA Outreach Center is focusing on education by building on our success of the Spanish GED. One of the first requirements for any sufficient paying 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. All classes are free for the students and free childcare is provided. In 2013, 24 students graduated with their GED.

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 instructor, Mr. Juan Torres, is a joint partnership between KUSD and the Outreach Center. Childcare is provided by KUSD. Mr. Torres is in contact with GTC and maintains a strong relationship with their adult GED Department. He meets 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 GED class in English will be held at the same time as the Spanish class. This will enable the students to utilize the free childcare while they are

attending the class. Childcare is the top excuse of why students do not attend GED classes.

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

- To supply books to the students
- Pay the instructor for the English class year-round and the Spanish class in the summer
- 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 – There has been on average 24 students attending the Spanish GED class this year with about 13 children in the free childcare.

Project Goal – Provide enough support to enable as many students to earn their GED as possible before December 31, 2015.

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 – Ten Spanish GED students and two English GED students will receive their GED by December 31, 2015.

Job Readiness

The Outreach Center offers workshops most days of the week. These workshops are provided for clients free of charge. In fact, clients are able to receive personal care kits or bus tokens once they attend workshops. Workshops are offered on a variety of topics including parenting skills, life skills, bible studies and job readiness skills. The Outreach Center partners with the Job Center to provide a weekly workshop on Tuesday mornings. The Job Center workshops are focused on job training and retention. There are two representatives who come on alternating weeks and present. This workshop is consistently one of the best attended. Success Story: Bryon attended a Job Center workshop this past spring and heard that he could receive his CDL for free. He just received his CDL in early September and is now driving full time for a local freight company.

Problem Definition – It takes much preparation to develop a good resume, practice for an interview and secure a life-sustaining job. Many citizens who are looking for a life-

sustaining job are not prepared to do so. It requires learning what to wear, how to act and how to answer difficult questions during the interview. Even the most basic activities such as writing a thank you note after the interview are not practiced today.

Evidence – A perusal of the weekly job ads in the paper or a search on Indeed.com shows that for any life-sustaining job, the very minimum requirement is a GED and resume. If applicants do not have a professional resume, they will not be considered for the position.

Project Goal – Empower at least 12 citizens each week with job skills that will help them search, apply for and retain life-sustaining jobs. If citizens attend three workshops a month, an incentive of a $15 Pick-n-Save gift card will be presented.

Benefactor – All clients and citizens who attend the workshops. There are usually 12 to 18 participants each week and many come every week to gain the knowledge.

Measure of Success – Attendance will be kept for each workshop and the incentives will be tracked, both utilizing a Excel spreadsheet.

Dress For Success

The ELCA Outreach Center has offered free clothing for over seventeen 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 is in charge of ensuring that the clients who need clothes for interviews get them in time and that they have professional looking clothes. 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 move into a new location. This new location will enable the Center to store much 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 fifteen 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. Starting in 2015, the Center will track the number of clients who come for Dress For Success clothes for interviews.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 1,860

   e) What is the percentage of low and moderate income beneficiaries? 100%

   f) Does this project primarily benefit any specialized population such as:

   YES Disabled YES Homeless
   YES Elderly YES Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☑	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

The ELCA Outreach Center provides job readiness training and resources, day-to-day emergency supplies, education (parenting and 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 enabling more citizens to obtain the basic skills required for a life sustaining job.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment 1.)	☑	☐
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2014	4186	2012	18026	2010	15000
2013	11225	2011	24921	2009	12000

h) If this project is not currently in operation, do you have staff to implement the project?	☑	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☐
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.)	☐	☐

l) When will the project be implemented? 01/15 (mm/yy)

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

For the English GED classes, the Center will advertise for students through relationships with other agencies and advertising in the Kenosha News.

n) Number of (UNDUPLICATED) clients to be served by this activity. 1,850

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

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	33300
Source: Siebert Foundation	27850
Source: Mary Frost Ashley Chartable Trust	25000
Source: Outreach For Hope	8000
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	60850
TOTAL REVENUE:	94150

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Program Manager	6000	14000	20000
Expense: Executive Director	10000	25000	35000
Expense: Dress for Success Coordinator	9000	850	9850
Expense: Telephone, Fax & Internet	2400		2400
Expense: GED-Instructor for English class	3500		3500
Expense: GED-Test scholarships and books	2400		2400
Expense: GED-Spanish instructor		14500	14500
Expense: GED-Spanish supplies		6500	6500
Expense:			0
Expense:			0
Expense:			0
Expense:			0
Expense:			0
TOTAL EXPENSES:	33300	60850	94150

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

Section 5: 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 applying for additional grants for 2015 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 GED class taught in English or offer the incentive for clients to attend the Job Center workshops.

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
Siebert Foundation	27,850.00
Mary Frost Ashley Charitable Trust	25,000.00
Outreach For Hope	8,000.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

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 classes in both Spanish and English, Job Center workshops and professional clothes for interview, citizens are equipped with the necessary skills to gain life-sustaining jobs right here in Kenosha.

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☑ Provide economic opportunity through new/improved accessibility	☑ Provide economic opportunity through new/improved accessibility	☑ 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 Class - At least eighteen students will participate in the Spanish GED classes and at least ten students will participate in the English GED classes. At least ten students from the Spanish class and five student from the English class will graduate with their GED in 2015. The childcare will average twelve children each session.

Job Center Workshop - At least ten people will attend each Job Center workshop on Tuesday mornings with the gift card incentive being offered each month.

Dress For Success - Each individual who has an interview scheduled will have access to the Dress for Success clothes closet. This closet will be much larger than at the old location. The Outreach Center will solicit local churches and organizations for their professional clothing.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 9/2014
- [x] Current Agency Plan; date of Plan 2/2014
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

	SIGN HERE	September 25, 2014
Signature of Authorizing Official		Date
Karl Erickson		262-652-5545
Typed Name and Title of Authorizing Official		Phone
	SIGN HERE	September 25, 2014
Signature of Authorizing Official		Date
Yolanda Jackson-Lewis		2622-652-5545
Typed Name and Title of Authorizing Official		Phone

ELCA OUTREACH CENTER

2006 60th Street, Kenosha WI 53140
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 24, 2014

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 $33,300 and is contributing $60,850 toward the project.

A Motion was made by Bill Kay and a second was received by Vivianne Thomas. The motion was passed unanimously.

Edward Hauser

Board Vice President

2014 ELCA Outreach Center Board of Directors

Brad Andrews, Ph.D.
Carthage College
Senior Vice President for Institutional Advancement
2001 Alford Park Drive
Kenosha, WI 53140
Work (262) 551-5702
E-mail bandrews@carthage.edu

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Keith Dreger
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E-mail ed@insights4success.com

Yolanda Jackson-Lewis – President
Principal – Wilson Elementary School
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Jarlene Kriehn - Secretary
Retired
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Kenosha, WI 53144
Home (262) 948-0836
E-mail jkriehn2007@att.net

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

Allison Wright, CPA - Treasurer
Accountant
Andrea & Orendorff LLP
6300 76th Street, Suite 200
Kenosha, WI 53142
Office 262-657-7716
Email allisonw@aocpa.net

Pastor Rob Zahn
SpiritAlive Church
2001 80th Street
Kenosha, WI 53143
Office 262-358-8118
Email pastorrob@spiritalivechurch.com

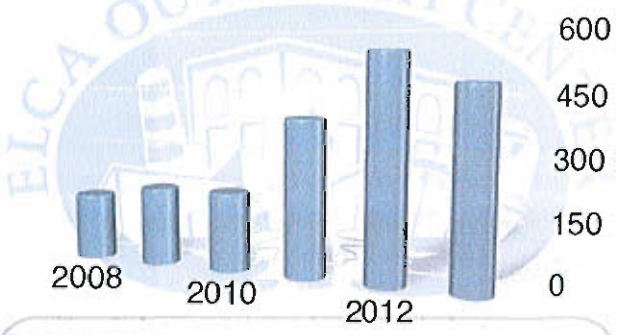
Pastor Viviane Thomas-Breitfeld
Grace Lutheran Church
2006 60th Street
Kenosha, WI 53140
Office 262-654-9143
Email prviviane28@gmail.com

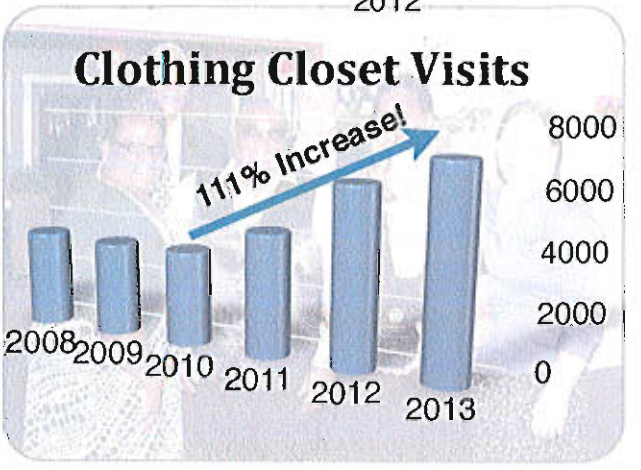
The mission of the ELCA Outreach Center is to share God's love by addressing the needs of children, youth and adults through programs and services that encourage them to become self-sufficient, caring and participating members of the community.

ELCA Outreach Center 2013 Annual Report

Outreach Programs

- Over 1,860 individual clients were served by the Center at least once. This is a 12% increase from 2012.
-
- 91 people received free legal advice from seven attorneys providing pro-bono service.
- 484 Prescription Co-Pay vouchers were written for a total of $7,726 in Kenosha and Western Kenosha County.
- Computers, phone, fax and internet were used over 5,672 times to find employment, medical assistance or housing.





Youth Programs

- 46 grade school children participated in Summer Camp with five college students leading the camp and six high school students helping.
- 230 children received school supplies in August to be ready for the new school year.
- Thanks to many generous organizations, churches and individuals 1,100 children received Christmas gifts through the Center.
- 70 children attended the annual Christmas party along with their parents.
- 12 girls participated in bi-monthly Girlz Together activities.

Adult Education Programs

- **Twenty-four** individuals received their GED in 2013.
- 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.
- 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.

ELCA OUTREACH CENTER
2006 60th Street, Kenosha, WI 53140
Phone: 262-652-5545 / Fax: 262-925-9980
info@ELCAOutreachCenter.org
www.ELCAOutreachCenter.org

September 25, 2014

Anthony Geliche
Community Development Specialist
Department of Community Development and Inspections
625 52nd Street
Kenosha, WI 53140

Dear Mr. Geliche;

It is with warm regards that I submit this application for the Community Development Block Grant on behalf of the ELCA Outreach Center. The Center appreciates the past support of the CDBG committee and looks forward to a bright future.

Should you have any questions, please call me at 262-652-5545.

I look forward to hearing from you.

Sincerely,

Karl Erickson
Executive Director
ELCA Urban Outreach Center

ELCA OUTREACH CENTER

Free Legal Advice Service

This free service is available to qualified low-income citizens who require the legal assistance in the following areas:

- Debt Issues
- Renters Rights
- Family Law
- Guardianship Issues

Our Mission:

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

2006 60th Street
Kenosha, WI 53140

P: 262-652-5545 • F: 262-925-9980

info@elcaoutreachcenter.org
www.elcaoutreachcenter.org

Free Legal Advice Service

Provided At

ELCA OUTREACH CENTER

262-652-5545

www.elcaoutreachcenter.org

Available Services

Attorney's will provide short-term, limited, legal advice on topics such as:

- ❍ Debt Issues
- ❍ Renters Rights
- ❍ Family Law
- ❍ Guardianship Issues
- ❍ Explain how to start certain applicable law actions
- ❍ Explain what forms to use and where to get them
- ❍ Explain court rules, court procedures, and case schedules
- ❍ Refer to other court resources
- ❍ Review completed forms to make sure they are complete and accurate
- ❍ Provide legal options available based on the information individuals have presented
- ❍ Explain what information and documents individuals will need to present their case in court

Sponsored by

The Kenosha Bar Association

STATE BAR OF WISCONSIN PROBONO PROGRAM

ELCA OUTREACH CENTER

Procedure

Consultations are twenty minutes and are available on an ***appointment basis.***

Topics available for discussion are limited to; debt issues, renters rights, family law and guardianship issues.

Attorneys can only assist those persons who are NOT already represented by an attorney.

We will discuss Wisconsin cases only.

Please call or stop by the ELCA Outreach Center for more details.

I am Interested!

Interested in:

- ❍ Debt Issues
- ❍ Renters Rights
- ❍ Family Law
- ❍ Guardianship Issues

Name

Address

City State

Email Address

Cell Phone

Phone

Details of Issue

ELCA OUTREACH CENTER

Please detach this form and return to:

ELCA Outreach Center,
2006 60th Street, Kenosha, WI 53140
or email info@elcaoutreachcenter.org

Get Involved

Donate

Donations are always gratefully accepted. Some donation suggestions include:

- School supplies
- Healthy snacks and juice
- Personal items such as shampoo, razors, toothpaste, toothbrushes, deodorant, feminine products and toilet paper
- Diapers and baby wipes
- New/gently used clothes and shoes

We do not accept the following items:

- Furniture
- Baby equipment (i.e. cribs, strollers, carseats, etc)
- Other large items

Call for hours and directions.

Volunteer

Opportunities to donate your time are always available.

If you are interested in donating business products or professional services, please contact Karl Erickson at (262) 652-5545.

Prayer

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

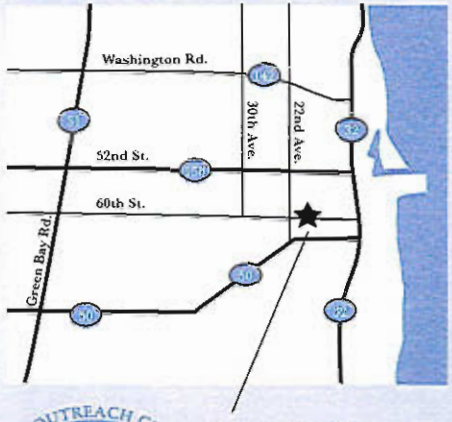
Monetary Support

The ELCA Outreach Center relies entirely on the giving of others. Any monetary support is greatly appreciated. To make a financial contribution, please send check or money order to: **ELCA Outreach Center, 2006 60th Street, Kenosha, WI 53140.**

info@elcaoutreachcenter.org

ELCA Outreach Center is a non-profit 501(c)(3) organization. Donations are tax deductible.

Location



2006 60th Street
Kenosha, WI 53140
262-652-5545

Visit our web site to meet our staff

www.elcaoutreachcenter.org

ELCA OUTREACH CENTER

262-652-5545

www.elcaoutreachcenter.org

Welcome

to the **ELCA Outreach Center**

The ELCA Outreach Center is a faith based center for families and individuals around Kenosha's urban neighborhoods.

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.

In existence since February of 1997, ELCA Outreach Center is an outreach of local ELCA and other congregations and is endorsed by the Greater Milwaukee Synod. Many other churches in Kenosha County also support the Center.

United Way
United Way of Kenosha County

2006 60th Street
Kenosha, WI 53140
262-652-5545
www.elcaoutreachcenter.org

Programs & Services

Outreach Programs

The ELCA Outreach Center provides basic necessities to the community free of charge.

LEGAL ADVICE: Family, Debt, Renters and Guardianship advice.

CLOTHING CLOSET: Free clothes are available to the public.

PERSONAL CARE PROGRAM: Items such as soap, shampoo, dental hygiene, diapers, formula and more are available to anyone in need. Personal care items are handed out following some workshops.

PRESCRIPTION ASSISTANCE: Individuals can get assistance with the purchase of prescription.

REFERRALS: The Outreach Coordinator helps individuals and families locate other needed services in the Kenosha Community.

Job Search Assistance

Individuals looking for work can get one-on-one support and access to other job search tools, including:

* Internet access and newspapers
* Resume building assistance
* Access to phone, fax, printer and copy machine
* Professional attire for job interviews

Job search assistance is available.

Youth Programs

Children ages 6 and up can participate in fun, educational programs that stimulate learning and inspire a positive self-image.

GIRLZ2GETHER: Young women in 4th–12th grade participate in community activities and group outings and learn valuable lessons about growing up and self-image.

SUMMER CAMP: Summer program for youth.

SCHOOL SUPPLY DISTRIBUTION: School supplies are distributed to kids each August in preparation for the school year.

CHRISTMAS GIFT GIVEAWAY: Parents can sign their children up for the annual Christmas gift giveaway. Sign-up begins every year in mid-September and ends in early December; gifts are distributed in mid-December.

Proof of identity (i.e. birth certificate, forward card, social security card, etc.) is required for each child.

Please contact as for more information about Youth Programs.

Adult Education

The ELCA Outreach Center provides free classes to help residents gain basic skills that are needed in today's work place.

GED CLASSES: GED classes are offered in English and Spanish. A donation is required for the study guide. The Center covers the cost of the GED test which is offered through Gateway Technical College.

SPANISH CLASSES are held weekly.*

ENGLISH CLASSES are held weekly.

COMPUTER CLASS: Learn the basics of using a computer including: navigating the windows environment, word processing and surfing the internet. Computer classes are held weekly.

CHAT-N-CHEW: This series of programs focuses on topics such as: bullying/harassment, adolescent behavior, communications with your teen, and current information on alcohol, tobacco, and other drug use/abuse prevention.

COMMUNITY BIBLE STUDY: Neighborhood residents join together to share God's Word. Bible study is held on Wednesdays at 11am.

*** Free childcare is available.**

Please contact us for more information about Adult Education Programs, Outreach Programs, Job Search Assistance and Youth Programs

Interested in Volunteering?

We are always in need of volunteers to help our staff serve the community. If you are interested in donating your time, please fill out this information and return to the address listed below.

Name

Address

City State

Email Address

Phone

❍ Yes, please send me more information about being a volunteer.

I am interested in:

❍ Assisting with job search assistance, including resume building, interview skills, etc.

❍ Helping organize Clothing Closet donations

❍ Planning and organize fundraisers

❍ Other (describe):

Please detach this form and return to:

ELCA Outreach Center,
2006 60th Street, Kenosha, WI 53140
or email info@elcaoutreachcenter.org

Contact Us:

2006 60th Street, Kenosha, WI 53140
Phone: 262-652-5545 / Fax: 262-925-9980
E-Mail: info@elcaoutreachcenter.org

Meet our team at:
www.elcaoutreachcenter.org

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Boys & Girls Club of Kenosha

Project Title: Increasing After School Opportunities for Kenosha's Youth

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	✓	☐
➢ Create Economic Opportunity	☐	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 100,000.00

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

Name: Scott McLellan

Address: 1330 52nd Street

Kenosha, WI 53140

Phone Number: 262-653-7343

E-Mail Address: smclellan@bgkenosha.org

RECEIVED
SEP 30 2014
DIVISION OF
COMMUNITY DEVELOPMENT & INSPECTIONS

2014 OUTREACH FOR AT-RISK YOUTH

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

If awarded, the Boys & Girls Club of Kenosha will use C.D.B.G funds to expand and broaden our Outreach services in the city of Kenosha. A significant majority of the youth served by this programming come from low-income families as indicated by their eligibility for free or reduced lunch.

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)

The goal of the Boys & Girls Club of Kenosha's Outreach Services is to support 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 school) and enhancing protective factors (ie., healthy lifestyle choices, opportunities for involvement and social reinforcement).

The Boys & Girls Club of Kenosha utilizes Developmental Assets: A Profile of Youth to assess the needs that can be addressed through mentorship in our community. The Developmental Assets tool was developed by the Kenosha Unified School District in partnership with the Search Institute. The asset framework represents a common core of developmental building blocks crucial for all youth. The tool identifies the extent that youth in Kenosha have these assets and the assets relate to behavior. The Boys & Girls Club of Kenosha uses the asset tool to design programming, including mentorships based upon the identified lack of assets within the community.

The Developmental Assets tool measures the applicability of 40 concrete assets and measures to what extent these assets are held within the community. The following assets, or lack thereof, form the foundation of our mentoring programs:

- Parents and other adults model positive, responsible behaviors (an asset only held by 25% of Kenosha youth)

- Young person and her or his parents communicate positively, and young person is willing to seek parent(s) advice or counsel (only 30%)

- Young person knows how to plan ahead and make choices (only 27%)
- Young person feels that adults in the community value youth (only 23%)

BGCK will utilize C.D.B.G. funding to enhance and expand programming in the youth and teen centers at the community center. Additionally, funding will be utilized to provide individual interventions with targeted youth who demonstrate enhanced risk factors for delinquency and/or possible gang involvement.

Opened in June 2011, the Youth Centers are dedicated youth and teen facilities open to Boys & Girls Club members between the ages of 6 and 18. Youth are able to participate in programs and services led by trained youth development professionals in the areas of The Arts, Character & Leadership Development, Education and Career Development, Health and Life Skills and Sports, Fitness and Recreation. Club 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.

The Youth Centers utilize a comprehensive Mentoring Program to evaluate the effectiveness of Club programs and member attendance. Case management of over 50 targeted regular attendees at the Boys & Girls Club reported the following achievement levels:

- 100% of participants reported a somewhat positive outlook of school.
- 76% of participants completed homework assignments on time.
- 93% of participants maintained or improved school grades.
- 91% of participants maintained or improved school behavior.
- 96% of participants had lower rates of school suspensions, referrals, etc. than their counterparts who did not attend the Boys & Girls Club.

Participation in Club based activities forms one of the foundations of the program. Having an acknowledged place to congregate and participate in safe activities during the crucial times of the hours after school and during the days throughout the summer is vital to the prevention of delinquency and gang related behavior. The Club is divided into two facilities so as to provide targeted programming for key age demographics. The Youth Center is for youth ages 6 to 12 and the teen center is for youth 13 to 18.

Club programming is educational and developmental, while being fun and entertaining at the same time. Core areas of Club 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.

Specific Programs and Activities:

Fine Arts – Programs that encourage artistic expression through drawing, painting, printmaking, collage, mixed media and sculpture.

TNT DramaMatters After School – This program will help members express themselves, explore their feelings and foster their imaginations.

Fitness/Nutrition – Structured programs that teach the importance of fitness, nutrition and/or health in collaboration with UW-Extension Kinderchef Program.

Wednesdays Sports Incentive League – 6 week sports league for the following sports; flag football, basketball and soccer.

ReCharge – This program will help kids learn healthy eating habits while getting physical activity in their lifestyles.

Triple Play – This program will promote good nutrition, making physical fitness a daily practice and develop personal strengths and good character.

Character & Leadership – 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.

Start Something – Helps members build qualities like initiative, leadership and a positive attitude.

Culture Club – Helps members learn about different cultures throughout the world.

Youth for Unity – Helps members learn to understand and embrace different cultures, backgrounds and lifestyles.

Torch Club – A leadership service club for members.

Health & Life Skills – To engage in positive behaviors that nurture their own well-being, set personal goals and live successfully as self-sufficient adults.

Smart Moves – This prevention program helps young people resist alcohol, tobacco and other drug use.

Cavity Free Zone – Improve the dental well-being of those most vulnerable.

Kids in Control – Teaches how to stay safe in their neighborhoods and streets, at home alone, among their peers, around bodies of water and in severe weather.

Healthy Habits – Teaches the benefits of eating right and being physically active. Boy & Girl Scouts Programs – youth are involved in positive social and recreational activities, positive adult interaction and the development of social and life skills.

Pals & Partners – Mentoring program with local Carthage College students.

Power Hour – Providing homework help and tutoring and encouraging members to become self-directed learners.

Special Events:

- Lights on Afterschool
- Bi-annual Chess Tournaments
- Wellness Fair
- All-site Talent Show
- All-site Spelling Bee
- National Fine Arts Competition
- Oratorical Contest
- Tri-Star Basketball

In order to reinforce improved behaviors, the Boys & Girls Club will offer additional, incentive based programming for program youth. Numerous incentive based programs will be offered throughout the year. Examples of past activities include inclusion in league sports, dance groups, professional sporting events and educational field trips.

One of the most effective means of affecting change in youth behavior has been the possibility of employment. The Boys & Girls Club will work with County authorities to place Club youth within the highly successful Youth Employment Program. Additionally, Club staff will work with youth in groups and individually in finding employment. Activities in this area in 2010-11 included organizing a trip to the Six Flags Great America Job Fair, providing interview coaching and referring youth to Job Corps.

Another of our most effective incentives is subsidized participation in Boys & Girls Club sports leagues. Targeted youth that have demonstrated positive behavioral changes and also shown an interest in sports will be provided with partial or full scholarships into league sports. The level of scholarship will be determined by need.

Regular school checks and tutoring and homework help opportunities will be available for targeted youth and incentive based activities will be offered for youth as positive alternatives. For youth demonstrating high risk factors, family contact will be a minimum of twice a month, with the goal being weekly. Family contact will serve to assess youth behavior at home and provide referral sources to meet the family's needs.

The success of this program will be determined through various metrics. They are:

- Number of youth served
- Tracking grades, attendance and behavior progress for targeted youth
- Instances of police contact with juveniles, especially in areas directly served by the Club
- Performance metrics achieved in individual Club programs

The Youth Center will be open during the school year from 3 p.m. to 7 p.m. Monday through Thursday. To accommodate early release from Kenosha Unified, the Center is open from Noon to 5 p.m. on Friday. The Teen Center is open from 4 – 8 p.m. Monday through Friday. Additional enrichment programming is offered on Saturdays. During the summer months, the Youth Center is open all day and the Teen Center is open from Noon until 5:00 p.m.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 1,750

   e) What is the percentage of low and moderate income beneficiaries? 100

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✓	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

The Boys & Girls Club is the leading provider of Youth Services in Kenosha. Programs include after-school programs, league sports, at-risk youth programs, and youth employment.

b) How will this project relate to these services?

The Boys & Girls Club is asking the CDBG assist in expanding critical after-school programming for low to moderate income families.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☐
Neighborhood Revitalization Strategy Area	☐	☐
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☑	☐
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2014	$68,069.00				

h) If this project is not currently in operation, do you have staff to implement the project?	☐	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☐
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment _____.)	☑	☐

l) When will the project be implemented? 1/1/15 - 12-31-15 (mm/yy)

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

The Boys & Girls Club has an agreement with K.U.S.D. to distribute promotional material to students. However, demand is already quite high for these services

n) Number of (UNDUPLICATED) clients to be served by this activity. 1750

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

A community that provides quality after-school services is making in investment - in the short term realizing savings in juvenile justice. In the long term, the benefits are immeasurable.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$100,000.00
Source: Be Great	$25,000.00
Source: County Funding	$66,000.00
Source: United Way	$15,000.00
Source: State Funding	$50,105.00
Source: Club Fundraising	$123,369.00
Source: OJP-Mentoring	$20,000.00
Source: Program Fees	$50,000.00
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$349,474.00
TOTAL REVENUE:	$449,474.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Payroll	$84,000.00	$227,149.00	$311,149.00
Expense: Transportation		$1,850.00	$1,850.00
Expense: Staff Training	$3,000.00	$1,500.00	$4,500.00
Expense: Supplies	$3,000.00	$11,489.00	$14,489.00
Expense: Sports Scholarships	$5,000.00	$15,000.00	$20,000.00
Expense: Office Supplies		$1,500.00	$1,500.00
Expense: Utilities	$5,000.00	$82,966.00	$87,966.00
Expense: Misc. Administeration		$8,020.00	$8,020.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$100,000.00	$349,474.00	$449,474.00

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

Section 5: Budget Continued

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

   The funding received is directly related to the number of youth served.

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

   Funding will go towards staff, supplies, utilities and Youth Center and Teen Club programming. The Boys & Girls Club has strict regulations as to the ratio between youth and supervision. Should the funding not be received, the Club cannot expand programming (increase daily attendance) to meet the community needs.

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
The Boys & Girls Club is constantly searching out new revenue	
sources	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

BOYS & GIRLS CLUBS
OF AMERICA

BGCA Support to Sites

To assist funded sites in the implementation of the aforementioned activities, BGCA will:

1. Provide a BE GREAT: Graduate on-site training for local Boys & Girls Club staff, mentors and school representatives.

2. Provide technical assistance to Club staff in program implementation and resource development. Assistance may be provided via telephone, webinar, e-mail and/or on-site.

3. Provide support in measuring program outcomes.

4. In the first year of funding, provide a grant of $25,000 to implement BE GREAT: Graduate. Four payments will be made according to the following schedule:
   a) $4,500 upon receipt of the signed LOA, application and proposed budget (due June 5, 2014);
   b) $4,500 upon receipt of the Enrollment Summary for 50 youth (due October 5, 2014);
   c) $4,500 upon receipt of the Mid-Year progress report (due February 5, 2014); and
   d) $4,500 upon receipt of the Year 1 progress report (due July 5, 2015).

5. Provide a grant of $2,500 for one additional year to continue implementation of BE GREAT: Graduate. Two payments will be made according to the following schedule:
   a) $1,250 upon receipt of Mid-Year Progress Report (due February 5, 2015)
   b) $1,250 upon receipt of Final Report (due July 5, 2015)

NOTE: All report submissions must be approved by a BGCA representative before payments will be authorized.

Grant funds may be used for direct operating costs associated with BE GREAT: Graduate implementation only.

Please sign this LOA indicating the willingness of your organization to participate as a BE GREAT: Graduate site in accordance with the specified requirements. **Return one signed copy to Tricia Crossman**, Director, Education Programs, and retain one copy for your files. Signed copies may be sent via mail (1275 Peachtree Street NE, Atlanta, GA 30309-3506), fax (404-487-5789) or may be scanned and emailed (tcrossman@bgca.org).

Should you have any questions about this agreement, please contact Tricia Crossman at (404) 487-5322 or tcrossman@bgca.org.

We look forward to working with you on this exciting and important project.

Sincerely,

Judith J. Pickens

DRAFT

BGC-Wisconsin Statewide Funding Schedule (Calendar Years 2014-15)

A	B	C	D	E	F	G	H	I	J	K
Club	*Number shares*	Total Two-year Contract Base Award (see column I for actual award level after Stride fees)	One-Year (Annual) Award	Total TANF-Eligible Youth Served Over the Bi-ennium (2014 youth must be different youth than 2015 youth. If serving the same population both years. then double the figure)	Stride Academy fee for one 2-year lic/contract for program usage at 1 location.	WI Alliance support for Stride Academy Expenses* (see explanation below)	Local Club Organization portion of fee for one 2-year contract with Stride for use at 1 Club location **(this amount will be deducted from your oganization's 2-yr grant total) (F-G)**	Actual 2-yr grant award after Stride Academy fees (column H) are subtracted from your org's two-yr contract base award	Name of Club Unit operating Stride Academy Program	Name of Additional Units Contracting with Stride at a cost Beyond what is expressed in Columns F-J (the local organization will have to support these expenses...$4K per additional site identified)
Bad River**	1	34,737	17,368	20	4,000	2,500	1,500	33,237		
Beloit	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
BGCA	Not Eligible due to State Regulation							-		
DAR Marinette County	1	34,737	17,368	40	4,000	2,500	1,500	33,237		
Door County	1.5	52,105	26,053	60	4,000	1,500	2,500	49,605		
Eau Claire & Jackson Co	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
Fond du Lac	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
~~Fort McCoy~~		-	-	-						
Fox Valley	4	138,947	69,474	160	4,000		4,000	134,947		
Green Bay	3	104,211	52,105	120	4,000		4,000	100,211		
Janesville	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
Kenosha	3	104,211	52,105	120	4,000		4,000	100,211		
LaCrosse	3	104,211	52,105	120	4,000		4,000	100,211		
Lac Courte Oreilles**	1.5	52,105	26,053	30	4,000	1,500	2,500	49,605		
Langlade County	1.5	52,105	26,053	60	4,000	1,500	2,500	49,605		
Madison	3	104,211	52,105	120	4,000		4,000	100,211		
Milwaukee	7	243,158	121,579	280	24,000		24,000	219,158		
Neopit**	1	34,737	17,368	20	4,000	2,500	1,500	33,237		
Oshkosh	3	104,211	52,105	120	4,000		4,000	100,211		
Rice Lake	2	52,105	26,053	60	4,000	1,000	3,000	49,105		
Sheboygan	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
Sparta**	1.5	52,105	26,053	30	4,000	1,500	2,500	49,605		
Stevens Point	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
Superior	1	34,737	17,368	40	4,000	2,500	1,500	33,237		
Wausau	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
West Bend	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
W. Cent. WI (Tomah & Barabooo)	1.5	52,105	26,053	60	4,000	1,500	2,500	49,605		
Wisconsin Rapids	2	69,474	34,737	80	4,000	1,000	3,000	66,474		
Total	**57**	**1,980,000**	**990,000**	**2,180**	**124,000**	**27,500**	**96,500**	**1,883,500**		

* Note on Column G: Milwaukee Clubs will subsidize the Stride fees at org's with annual budgets of less than $1m in the following manner...$1,250/annually for first 2 yrs. For local orgs with annual budgets =<$250,000; $750/annually for first 2 yrs. For local org.'s w/ annual budgets =<$500,000; $500/annually for first 2 yrs. For local org.'s w/ annual budgets =<$1M)

** These Clubs were approved by the Executive Committee to have their Youth Served expectation cut in half due to their reduced community capacity.

Total Grant 2,200,000.00 (73.4% of original $3M Request)

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

After-school programming is one of the key ways that the Club provides services to the youth of Kenosha.

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."

ENDORSING 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; and

Therefore, be it resolved at the (LAST DATE OF BOARD MEETING) meeting of the Board of Directors it was moved, seconded and passed to support the Club's application for and commitment towards to the successful expansion of After-School Programming through the application of CDBG funding.

Unanimously approved by the Board of Directors at our meeting August 26, 2013.

Crystal Miller, President

III. OUTCOMES
(Goals and Objectives of Proposed Activity)

Check all outcome statements that apply to the proposed activity.

AVAILABILITY/ACCESSIBILITY	*AFFORDABILITY*	*SUSTAINABILITY*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

1750 individual youth will have new access to after-school programming creating a suitable living environment

3000 families will have increased access to peace of mind, knowing their children are safe, leading to a more improved, suitable living environment

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 3/31/2010
- [x] Current Agency Plan; date of Plan 3/31/2010
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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
- [x] 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.)***

SIGN HERE	9-29-14
Signature of Authorizing Official	Date
Scott Mchellan C.E.O.	262-654-6200
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	9-29-14
Signature of Authorizing Official	Date
Patrick J. DeGrave Secretary	262-552-2791
Typed Name and Title of Authorizing Official	Phone

2014 Board of Directors

President & Chief Volunteer Officer
David Wilk

Vice President of Operations
Crystal Miller

Vice President of Development
Matt Carlson

Vice President of Support Services
Dennis DuChene

Secretary
Patrick DeGrace

Treasurer
Michael Worcester

Chairman of the Board
Mike Pitts, Jr.

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Cindy Barber
Laurence Barry
Dan Becker
Matthew Carlson
Bill Chew
Patrick DeGrace
Rade Dimitrijevic
Jennifer Dooley
Andy Dopuch
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Jen Fisher
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City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha YMCA

Project Title: Kenosha YMCA Frank Neighborhood Parent Resource Center Project

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 30,000.00

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

Name: Patrick Monaco

Address: Kenosha YMCA

7101 53rd Street -- Kenosha, WI 53144

Phone Number: (262) 654-9622 ext. 204

E-Mail Address: pmonaco@kenoshaymca.org

RECEIVED
SEP 29 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 1: Project Description
Kenosha YMCA Frank Neighborhood 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 Greater Kenosha community. 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. With funding from a Transform Wisconsin grant, participants in Frank Neighborhood Project programs recently engaged in a Photomapping exercise in which the center's staff and several participants took a foot tour of the neighborhood. As part of the Photomapping process, the participants photographed and made notes of areas within the neighborhood that they perceived to 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.

The *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* proposes 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.

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 methodology is an expansion of a pilot Parent Resource Center program the YMCA's Frank Neighborhood Project community center has been informally developing over the past two to three years. The current process is informal in nature. It has been open only during the hours the center's other programs are taking place and without staff specifically dedicated to resource and referral. It 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 this pilot period it has become clear that most parents need a more 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 expand the Frank Neighborhood's *collective efficacy* as a means of improving the livability of the community. Collective efficacy (a term that refers to mutual trust among neighbors combined with a willingness to act on behalf of the common good) can help buffer communities against the negative effects of concentrated poverty. In communities where collective efficacy is high, neighbors interact with one another, residents can count on neighbors for social support, and neighborhood leaders get involved in obtaining funding or other support from local governments and businesses to help improve neighborhood 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 and behavior 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 Photomapping experience outlined above revealed conditions such as littered playgrounds, limited access to safe spaces for outdoor active play, an overgrown and unsafe corner across the street from the school, broken or missing sidewalks, a need for more crosswalks, and poorly maintained signage in the Frank Neighborhood. As part of the Photomapping process, the participants photographed and made notes of areas within the neighborhood that were unsafe, dirty, unattractive, or otherwise creating an unsuitable environment. While neighborhood residents find these conditions unpleasant and, in instances where children's safety is involved, unsettling, most felt they did not have the knowledge, skills, or power to change them.

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 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 greatly expands the YMCA's initial pilot Parent Resource Center efforts exponentially and incorporates commonly-used promising practices for working with disadvantaged persons. This component also incorporates the experience and information that center staff and leadership have gleaned during a pilot period in which resources were shared informally. The proposed project formalizes 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 (initially 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.

Community Engagement and Improvement

In addition to the direct-service resource and referral component that provides assistance *for* families, the proposed project also includes 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 Photomapping project 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 will organize and conduct 11 neighborhood clean-up projects, two improvement projects, and one beautification project.
- 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.
- 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 eight 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.
- *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 Pilot Program* –A resource center is open during times programs are in session, providing families with access to resource materials and an opportunity to complete an intake assessment to identify their needs. .

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 8,633 in 2013 and served a total of 358 people (unduplicated, not including an estimated 500 additional participants who engaged in informal recreation programs). The center's programs have continued to grow over the past years as the center becomes more well-known and utilized, develops a trusting relationship with neighborhood families, and becomes part of the fabric of the neighborhood.

The proposed *Kenosha YMCA Frank Neighborhood Parent Resource Center Project* is expected to expand outreach and participation in the center's program by at least 600 individuals.

6. **List the measurable outcomes of the project. (Required for Public Service and Economic Development activities.)**
Upon completion of the proposed *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.

OJECTIVE 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 11 monthly neighborhood clean-up projects, two general improvement projects, and one major neighborhood beautification project, for the purpose of creating a suitable living environment in their neighborhood.

OBJECTIVE 1: At least 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 165 individuals will participate in educational workshops or programs associated with the neighborhood improvement component, as measured by attendance records.

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 volunteers will rate their volunteer experience (education and/or service) 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.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
11 / 1,2	11 / 3	9 / 1	10 / 1

   b) How many residents live in this area? 5,300

   c) What is the percentage of low and moderate income beneficiaries? 73%

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 600

   e) What is the percentage of low and moderate income beneficiaries? n/a

   f) Does this project primarily benefit any specialized population such as:

   n/a Disabled n/a Homeless
   n/a Elderly n/a Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☑	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

The Kenosha YMCA provides a broad range of programs and services for individuals and families of all ages, with a focus on Youth Development, Healthy Living and Social Responsibility.

b) How will this project relate to these services?

The Frank Neighborhood Project (FNP) center offers programs to LMI youth and families that encourage healthy lifestyles, strengthen families, and empower them to improve the quality of life.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment E.)	☑	☐
d) Is your project a continuation of a current activity?	☐	☑
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2014	$0.00	2013	$23,000.00	2012	$21,845.00
2011	$41,536.00	2010	$25,000.00	2009	$25,000.00

h) If this project is not currently in operation, do you have staff to implement the project?		☑	☐
i) Do you have office space to accommodate the proposed service?		☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	n/a	☐	☐
k) Have you identified other funding sources? (Please attach award letters and/or documentation you have applied for other funding. This attachment is labeled Attachment I.)		☑	☐

l) When will the project be implemented? 01/15 (mm/yy)

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

The staff of Frank Elementary School and Kenosha County Sheriff's Department works with the FNP Coordinator to refer clients. Word of mouth promotion also brings in additional referrals.

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

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

In its seventh year of operation, the FNP regularly adds new services to meet the neighborhood's needs. The proposed project addresses emerging needs through expanded programming.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	
Source: CDBG Request	$30,000.00
Source: United Way	$2,285.00
Source: Kenosha County Sheriff's Department	$1,250.00
Source: Kenosha YMCA	$7,500.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$41,035.00
TOTAL REVENUE:	$41,035.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries	$21,582.00	$3,642.00	$25,224.00
Expense: Fringe Benefits	$2,111.00	$2,088.00	$4,199.00
Expense: Rent and Utilities	$0.00	$525.00	$525.00
Expense: Office Equipment	$1,800.00	$1,000.00	$2,800.00
Expense: Program Supplies	$3,250.00	$0.00	$3,250.00
Expense: Office Supplies	$107.00	$168.00	$275.00
Expense: Telephone	$300.00	$0.00	$300.00
Expense: Transportation	$850.00	$1,250.00	$2,100.00
Expense: Promotion & Advertising	$0.00	$2,362.00	$2,362.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$30,000.00	$11,035.00	$41,035.00

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

Section 5: 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 YMCA will still proceed with the expansion of Frank Neighborhood Project's Parent Resource Center, including hiring a Parent Resource Coordinator; the establishment of scheduled office hours for family intake, resource sharing, and referral; and the facilitation of community volunteer-based neighborhood improvement projects as outlined in this proposal. The YMCA will, however, need to adjust the number of scheduled work hours of the Parent Resource Coordinator according to the level of funding. Until additional funding can be secured from alternate sources, an award funded at less than requested may reduce the number of hours of family resource services available to families and/or the number of community projects volunteers complete.

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

   The proposed activities and services will be carried out to the extent to which the funding award covers the wages and benefits of a Parent Resource Coordinator and the other direct costs associated with its implementation. If full funding is not received, the YMCA intends to implement the project as proposed, making adjustments to the Parent Resource Coordinator's office hours and/or volunteer projects as needed. This reduction may result in the project serving fewer families or completing fewer neighborhood beautification or improvement projects for a period of time until alternate sources of funding, volunteer labor, donated materials, etc. can be secured to make up any shortfall. Staff from some of the other programs at the center will temporarily assist when available to serve as many families as possible.

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
Reallocate additional funds from United Way Award	$1,465.00
The YMCA will seek contributions from corporations, foundations, or	$8,000.00
through the YMCA's Strong Kids Campaign as needed	

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

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

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

The proposed project is in direct alignment with the mission, vision, and core values of the Kenosha YMCA and is at the heart of the Y's cause -- making sure that everyone, regardless of age, income, or background, has the opportunity to learn, grow, and thrive. Each component of the proposed project centers on one or more of the Y's primary focus areas: Youth Development, Healthy Living, and Social Responsibility. The Frank Neighborhood Parent Resource Center Project fosters youth development and healthy living by providing parents or guardians with one-to-one assistance to address critical family needs and connecting them with helpful agencies and resources. The project fosters social responsibility by equipping youth and adults with skills and volunteer experiences that build a sense of personal empowerment while beautifying and improving their fragile neighborhood.

Section 7: 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.

Be it resolved that on this date, September 29, 2014, the Kenosha YMCA Overview 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 $41,035 to support the YMCA Frank Neighborhood Project. The Kenosha YMCA hereby commits to raise and/or contribute the balance of funds ($11,035) needed beyond the $30,000 requested from CDBG to operate the proposed Kenosha YMCA Frank Neighborhood Parent Resource Center Project.

An Endorsing Resolution bearing the signatures of the Overview Committee of the Kenosha YMCA is attached. (Please see ATTACHMENT L).

Signed,

John Wavro
Chairman, Kenosha YMCA Board of Directors

Section 8: 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*
✓ Enhance suitable living environment through new/improved accessibility	✓ Enhance suitable living environment through new/improved accessibility	✓ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

Upon completion of the proposed 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.

2. At least 275 youth and adults from the Frank Neighborhood will organize, lead, and implement 11 monthly neighborhood clean-up projects, two general improvement projects, and one major neighborhood beautification project, for the purpose of creating a suitable living environment in their neighborhood.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 1929
- [x] Current Agency Plan; date of Plan May 2011
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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

n/a [ ] Low to Moderate Income Surveys

[x] Funding Sources Support Letters and/or Documentation of Application for Other Funding

n/a [ ] Site Plan/Schematic Design

n/a [ ] Cost Estimates

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

SIGN HERE

Signature of Authorizing Official — Date

Patrick Monaco -- CEO, Kenosha YMCA

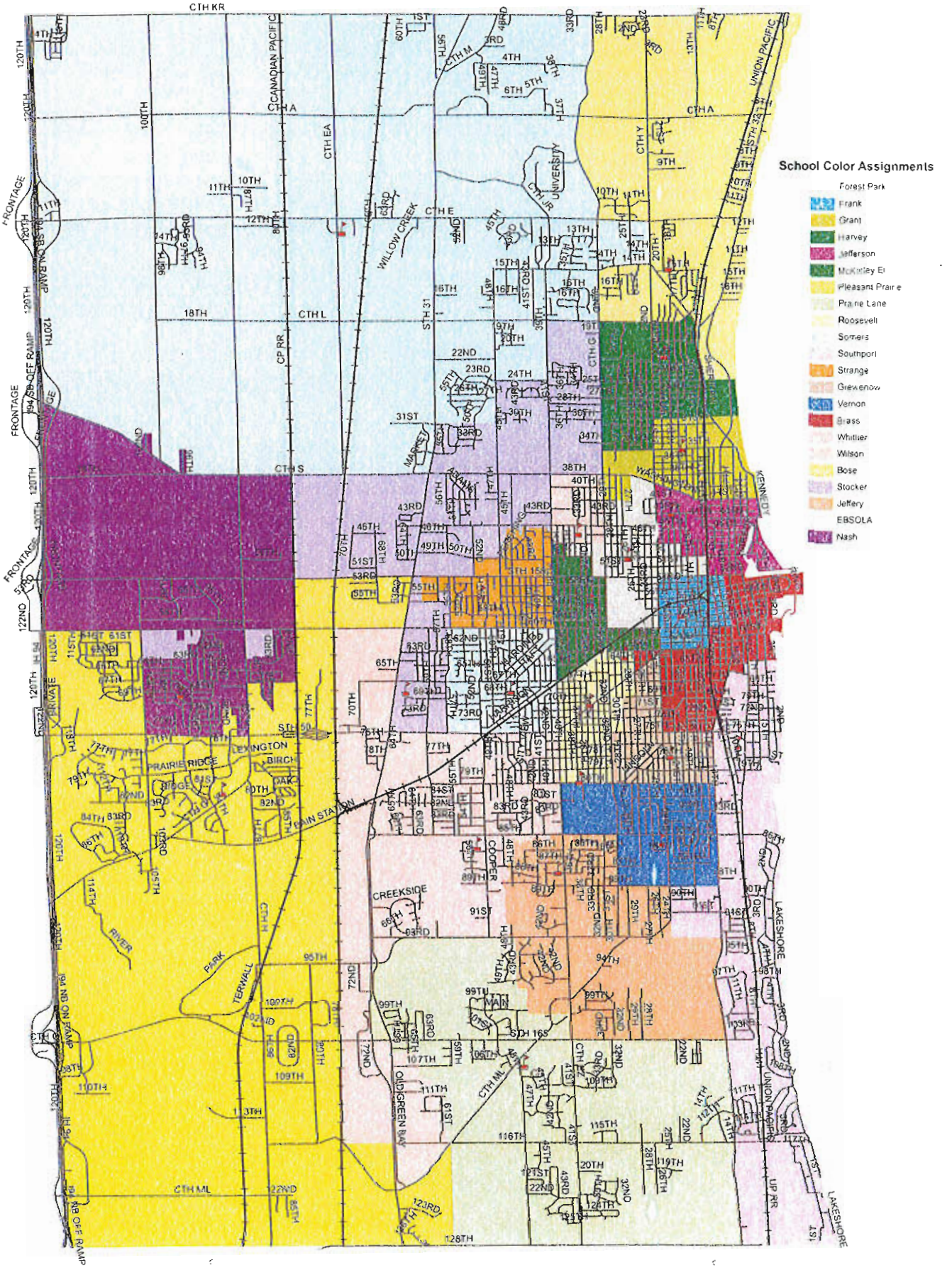
Typed Name and Title of Authorizing Official — Phone

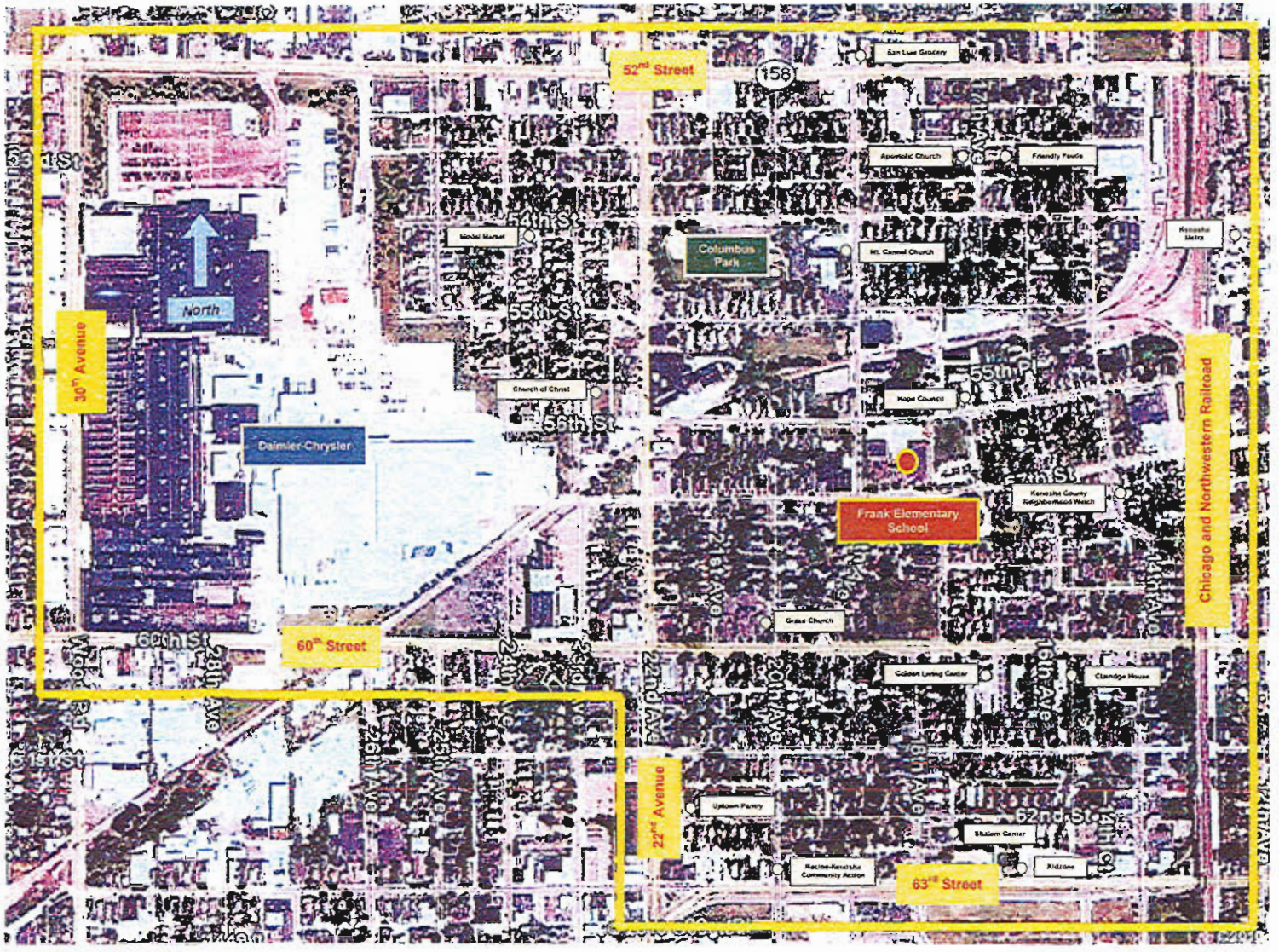
SIGN HERE

Signature of Authorizing Official — Date

John Wavro -- Chairman, Kenosha YMCA

Typed Name and Title of Authorizing Official — Phone


School Color Assignments
Forest Park
Frank
Grant
Harvey
Jefferson
McKinley El
Pleasant Prairie
Prairie Lane
Roosevelt
Somers
Southport
Strange
Grewenow
Vernon
Brass
Whittier
Wilson
Bose
Stocker
Jeffery
EBSOLA
Nash
CTH KR
CTH A
CTH E
CTH L
CTH S
CTH ML
CANADIAN PACIFIC
UNION PACIFIC
WILLOW CREEK
UNIVERSITY
KENNEDY
LAKESHORE
PRAIRIE RIDGE
LEXINGTON
BIRCH
BAIN STATION
CREEKSIDE
COOPER
TERWALL
PARK
RIVER
OLD GREEN BAY
FRONTAGE
PRIVATE
I94 SB ON RAMP
I94 SB OFF RAMP
I94 NB ON RAMP
I94 NB OFF RAMP
CP RR
UP RR



Rabic Marketing Services

Frank Neighborhood Project -- Boundary Map

EXHIBIT 1.01

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ATTACHMENT D

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

DOCUMENTATION OF FUNDING COMMITMENT

TO: City of Kenosha, Department of Community Development & Inspections
DATE: September 29, 2014

Dear CDBG Committee:

The Kensoha YMCA is pleased to submit the attached request for grant funding through the FY2015 CDBG Grant Award program. This purpose of this letter is to state the Kenosha YMCA's firm commitment to provide the matching funds and/or in-kind contributions, valued at $7,500, as stated in the attached funding application for the FY2015 Fiscal Year.

The Kenosha YMCA appreciates your tireless efforts to alleviate the consequences of poverty and improve the quality of life for fragile families in the City of Kenosha. We will be pleased to join you in this worthwhile and important work during the upcoming year.

Sincerely,

Patrick Monaco
President

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

The Kenosha YMCA (Young Men's Christian Association) is a 501(c)(3) charitable organization under the Internal Revenue Code, thereby qualifying for maximum deductibility. An audit report will be provided upon request.

United Way

COUNTY OF KENOSHA

OFFICE OF THE SHERIFF

David G. Beth
Sheriff
1000 55th Street
Kenosha, WI 53140
(262) 605-5100
Fax: (262) 605-5130

September 25, 2014

Dear Pat:

The Kenosha County Sheriff's Department supports your CDBG grant application to the City of Kenosha for the Kenosha YMCA Frank Neighborhood Parent Resource Center Project. The Sheriff's Department hereby commits an in-kind contribution as follows:

Continued maintenance for the Frank Neighborhood Project Shuttle Bus

We estimate our contribution to this project, based on previous years expenditures, to have a fair market value of $400.00 per month, up to $ 5,000 annually for the shuttle bus maintenance and commit to providing this for the duration of Kenosha YMCA Frank Neighborhood Parent Resource Center Project for the FY2015 project period.

The Kenosha County Sheriff's Department is pleased to partner with the Kenosha Y to make community resources, referrals, and the empowerment that results from community engagement available to the families in the neighborhood we both proudly serve.

Sincerely,

David G. Beth
Sheriff – Kenosha County

DGB/mcb

14ltr/46/dgb

May 23, 2014

Patrick Monaco
Kenosha YMCA

United Way
of Kenosha County

Dear Pat:

I am pleased to inform you that the Kenosha YMCA has been selected to receive United Way of Kenosha County Community Impact funds. The program to receive funding and the annual funded amount are as follows:

Frank Neighborhood Project - $7,500

This award is contingent upon fulfillment of the conditions outlined in the attached Statement of Agreement and any included addendums.

Funding requests for this cycle were in excess of $600,000, creating an extremely challenging process for our review committee. Making decisions even more difficult, we also witnessed the burden of funding cuts from other sources on many of our agency partners. Despite the challenges we have all faced this year, we are optimistic that through our continued partnership, we can make a difference in Kenosha County.

Congratulations on being selected for funding. We are eager to partner with you to improve lives and create opportunities for a better tomorrow. Please review and sign the Statement of Agreement, and return by June 27, 2014.

Sincerely,

Tracy L. Nielsen

Tracy Nielsen, CEO
United Way of Kenosha County

Kenosha YMCA
Frank Neighborhood Project
Contractual Agreement – July 1, 2014 to June 30, 2015

This Agreement is made this 27th Day of June, 2014, by and between United Way of Kenosha County, Inc. (hereinafter, 'UWKC') and Kenosha YMCA (hereinafter, 'Partner Provider'), collectively called the 'Parties' in this Agreement.

WHEREAS, Partner Provider is desirous of providing program services for the period of July 1, 2014 to June 30, 2015 (hereinafter, 'Funding Period'), through Frank Neighborhood Project (hereinafter, 'the Program') to the Kenosha County community as described and proposed in its application for funding to UWKC; and

WHEREAS, UWKC is desirous of obtaining such Partner Provider services under the terms and conditions provided herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

I. Partner Provider agrees to:

a. Provide the Program services for the specified term in compliance with UWKC policies and procedures in effect on the date of this Agreement.

b. Submit to UWKC a revised budget for the Program within 30 days after the beginning of the Funding Period if funding award is less than originally proposed in application.

c. Submit to UWKC at the end of the Funding Period a year-end financial report that compares the Program's budget for the Funding Period with its actual income and expenses. Additional financial information may be requested by the Community Investment Committee as needed.

d. Provide programmatic/outcomes updates to UWKC on a semi-annual basis during funding period. Additional programmatic/outcomes updates may be requested by the Community Investment Committee.

e. Comply with all UWKC partner provider requirements and provide necessary documents as noted within the e-CImpact website and explained in the UWKC Policies and Procedures Manual (hereinafter, the 'Manual').

f. Comply with all requirements of any applicable federal, state and local laws, ordinances and regulations in connection with its performance of services and obligations under this agreement.

g. Participate in a site visit by UWKC staff and the Community Investment Committee, whereas allocation payments are contingent upon a positive reporting score.

h. Provide to UWKC, within six (6) months after the end of its fiscal year, an independent audit report/review that covers the Funding Period. Depending upon the fiscal year end, Partner

If Partner Provider desires to contest a notice of intent to terminate given by UWKC, Partner Provider may submit an appeal to UWKC within fifteen days after the date of the notice, and this Agreement shall remain in full effect until UWKC Board of Directors takes action on the matter. Payments to Partner Provider by UWKC shall cease as of the date of termination.

b. UWKC reserves the right to adjust the Partner Provider's total annual allocation at any time during the funding period if UWKC cannot maintain the initial allocation amount due to unexpected decreases in United Way's revenues or reserves. All funding is contingent on the availability of funds; nothing in this document is to be construed as a guarantee of funding. Partner Provider will be notified at least 30 days in advance of the required change in the annual allocation for the remaining months in the funding period.

c. The Partner Provider may terminate this Agreement and withdraw from its affiliation with UWKC by providing a 30 day written notice to UWK's Board of Directors stating the reason for withdrawal. UWKC funding will cease upon the effective date of termination. Unused funds intended for program use shall be returned to UWKC within 30 days.

d. Renewal of this Agreement is dependent upon Partner Provider's desire to seek UWKC funding for the Program and upon the UWKC's action to continue Partner Provider's funding for the Program.

e. This funding contract is null and void if not signed by the Partner Provider and received at the United Way of Kenosha County office via email [emorey@kenoshaunitedway.org], fax or mail by Friday, June 27, 2014.

United Way of Kenosha County
5500 6th Avenue, Suite 210
Kenosha, WI 53140
Phone: 262-658-4104
Fax: 262-658-2005

IN WITNESS WHEREOF, the Parties hereto have executed this agreement on the date first stated above.

Board Chair Kenosha YMCA	Date	Executive Director Kenosha YMCA	5-30-2014 Date
Thomas Kelley, Board Chair United Way of Kenosha County	Date	Tracy Nielsen, CEO United Way of Kenosha County	Date

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ATTACHMENT J

Endorsing Resolution

Be it resolved that on this date, September 29, 2014, 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 $41,035 to support the YMCA Frank Neighborhood Project. The Kenosha YMCA hereby commits to raise and/or contribute the balance of funds exceeding the $30,000 requested from CDBG ($11,035) needed to operate the proposed Kenosha YMCA Frank Neighborhood Parent Resource Center Project.

John Wavro, Chairman, Kenosha YMCA Board of Directors

Patrick P. Monaco, Kenosha YMCA President

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

The Kenosha YMCA (Young Men's Christian Association) is a 501(c)(3) charitable organization under the Internal Revenue Code, thereby qualifying for maximum deductibility. An audit report will be provided upon request.

United Way

the YMCA

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

CREATING CHANGE TOGETHER

2013 ANNUAL REPORT

KENOSHA YMCA

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 of every child and teen.

FOR HEALTHY LIVING

Improving the community's health & well-being.

FOR SOCIAL RESPONSIBILITY

Giving back and providing support to our neighbors.

Dear Friends and Neighbors,

This year marks the 85th year that the Kenosha YMCA, has the privilege to serve the Kenosha community.

Over the years technology has brought dramatic changes, both positive and negative, in how we live and interact as a society. Yet in spite of all of these changes, our mission "to put Christian principles into practice through programs that build healthy spirit, mind and body for all" still remains as relevant and timely as ever.

Today, we share the responsibility to uphold the important values of respect, honesty, caring, responsibility and faith with whatever we say or do. This is a continuing commitment to our youth development as an important way for our teens to learn positive values and behaviors in order to help them reach their full potential.

Yet in light of todays' historic challenges, and thanks to the collective support of many, the Kenosha YMCA continues to persevere as it has for 85 years, and continues to be an island of strength and a place where healthy fellowship thrives for thousands of community members. Healthy living improves our community's health and well-being by stressing the importance of physical activity and striking a proper balance between exercise and bringing families together and all this is done in a positive social atmosphere.

Our work here at the Y is noble, and our cause is vital. Whether you are a long-time member of the Kenosha Y or a member who is just beginning to embrace our cause, the Kenosha YMCA is here to support its neighbors by listening for and responding to the needs of our community. We reach these efforts through our dedicated volunteers and our donors with their continuous support of the Y and our mission.

I am privileged to present our Annual Report with great pride and thankfulness for all the members, staff and Board of Directors because all this is achieved through their hard work and dedication.

Thank you sincerely,

Patrick Monaco

Patrick Monaco
President, Kenosha YMCA

IN THEIR WORDS

Members share comments about Y programs and classes

FITNESS...

- Keeps my body limber and my heart pumping
- Love Aqua Zumba, good exercise w/ a great instructor
- Enjoy camaraderie with instructor and fellow students
- Has aided in my rehab after knee replacement surgery
- Increased self-esteem

SWIMMING LESSONS...

- Excellent Instructors
- Very friendly, good with kids
- Son enjoys the free play time
- Good exercise, like that they teach pool rules, safety and courtesy
- Help my child work through her initial fears with great support and instruction
- Small class sizes
- Interaction with other children

BEFORE & AFTER SCHOOL CARE...

- My children are very happy – they love the activities and the counselors!! Sometimes they are sad that I'm there to pick them up; they want to stay!
- The counselors treat my daughter like she is their own. They're very sweet people and go above and beyond their job!
- Counselors are excellent. Program is excellent.
- Happy with the structure and snacks, my son is very happy here; keep up the great job!

Above left: A sparing match at the Tae Kwon Do Tournament held here at the Y.
Above center: Our graduating Preschool class sings songs about what they learned.
Above right: Members enjoy a guest instructor (from Reno) teaching a Drums Alive! class.

PARTNERSHIPS

Working with others to better serve Kenosha

- Easter Seals of Southeastern WI
- Sheriff's Department
- Kenosha Unified School District
- Kenosha County Health Department
- United Way of Kenosha County
- Christ Lutheran School (Phy. Ed)
- Veteran's Move Out
- American Red Cross
- Green Bay Packer Camp
- Kenosha, Racine, Walworth Tri-County Tobacco Free Coalition

SPECIAL EVENTS

Healthy fun, raising awareness & fundraising.

- Family New Year's Eve Celebration
- Family Fun Days (Easter, Halloween & Christmas)
- Healthy Kids Day
- Indoor Triathlons
- Firecracker 10k / 5k
- Golf Outing
- Food Folks & Spokes
- Health & Fitness Fair

YOUTH DEVELOPMENT

Nurturing the potential of every child and teen.

We believe the values and skills learned early on are vital building blocks for life. Because of the Y, more young people in neighborhoods around our community are taking a greater interest in learning and making smarter life choices. At the Y, children and teens learn values and positive behaviors, and can explore their unique talents and interests, helping them realize their full potential. That makes for confident kids today and contributing and engaged adults tomorrow.

1,719 children learned responsibility with daily jobs, caring by completing a community service project, respect for themselves and others, and honesty through good sportsmanship in our Before & After School program

393 children are hitting milestones in Early Childhood, while enjoying weekly swim lessons, foreign language lessons, community service projects, nutritionally sound meals and more

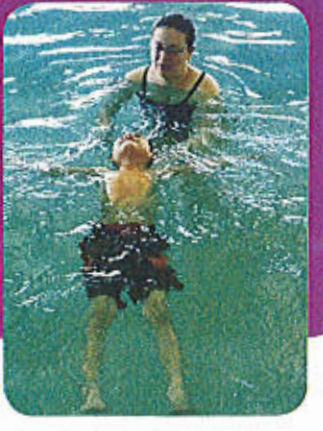
1,606 experienced adventures, made new friends and learned about our community during the 12 weeks of Summer Day Camp

8,965 played with new friends and had fun in Kids Club, while their parents utilized the facility. This drop-in child care is free to all Y Members

1,649 learned to swim and be safe in and around the water

124 expanded there love of swimming in our Diving class

66 swimmers developed self-confidence and self-respect on the Y Seahorses Swim Team



1,415 participated in Youth Sports Classes & Leagues

43 players experienced the joy of playing baseball, and **46** buddies gave of their time to help others in the Miracle League. This program is free to the community

INTRODUCING THE...

SEAHORSE SWIM TEAM

A FIRST AT THE KENOSHA YMCA!

The Kenosha Y acquired the team, formally the Northern Lake County YMCA Seahorses, in the summer of 2013. This is a YMCA sanctioned swim team focused on providing children with a consistent opportunity to develop and refine their swimming skills and grow as an individual.

Seahorse Swim Team swam their inaugural meet Sunday, June 2 against the Hasting Lake YMCA Stingrays in Lindenhurst. Team members walked away with 22 first place finishes!!

2013 Season Stats
Swimmers: Summer 25 & Fall 41
Ages: 5-18
Meets Swam In: 6 Dual Meets & 5 Invitationals

Team Awards:

- 4th Place at the Blue Marlin Super Sunday Pentathlon X (Buehler YMCA)
- 6th Place Boys at the Chicago District Swimming Championship
- 1st Place 8 & Under Boys Team Trophy (Small Team) at State

Season Highlights

- Swim-a-thon raised over $4,000
- 20 Swimmers qualified for the State Meet held in March 2014

Posing with their individual awards.

HEALTHY LIVING

Improving the communities health and well-being.

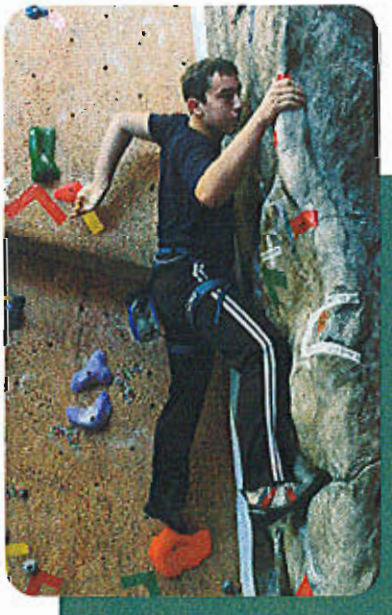
Being healthy means more than simply being physically active. With a mission centered on balance, the Y brings families closer together, encourages good health and fosters connections through fitness, sports, fun and shared interests. At the Y, it's not about the activity you choose as much as it is about the benefits of living healthier on the inside as well as the outside. As a result youth, adults and families are receiving the support, guidance and resources needed to achieve greater health and well-being for their spirit, mind and body.

24,615 Served

Over **15,931** members got healthier, achieved goals, gained self-esteem and had fun at the Y

On an average day over **1,000** members & guests enjoy our facility

2,186 utilized our Health & Wellness programs & services to help achieve their wellness goals



5,324 youth and adults got a great workout and had a blast on the Indoor Rock Wall

128 youth and adults chose adventure in our Climbing & Belaying classes

46 teens & adults are ready to respond after completing American Red Cross Training

SOCIAL RESPONSIBILITY

Giving back and providing support to our neighbors.

The Y has been responding to Kenoshas' most critical social needs for over 86 years. Whether developing skills or emotional well-being through education and training, welcoming and connecting diverse demographic populations through services, or preventing chronic disease and building a healthier community, the Y fosters the care and respect that all people need and deserve. Through the YMCA thousands of volunteers, donors, leaders and partners are empowering people to be healthy, confident, connected and secure.

12,546 Served

VOLUNTEER

Over **1,220** individuals donated their time to our programs and events, totaling over **13,520** hours of volunteer service. This saves the Kenosha YMCA approximately **$114,920** on an annual basis.

Free Family Fun Days served over **700** people for Breakfast with the Bunny, Halloween Hullabaloo and Santa's Jingle Bell Breakfast

The John & Judy Wavro Scholarship program awarded...

- **604** families (1,914 individuals) with a reduced rate membership for a total of **$270,565**
- **79** children were awarded child care assistance totaling **$108,974**

Rachel, Youth & Family Director shares how the child care scholarship helped a local family...

Just over 2 years ago a family came to the Y looking to enroll their three children in the Early Childhood Education program. They had just moved from Uganda with nothing but some scholarships, grants and loans to allow both parents to become students in Gateway's Dental program.

But what to do with the children? With the assistance of our scholarship program they were able to go to school full-time knowing their children were well cared for here at the Y. They will both be graduating next year and recently stopped in to thank Rachel for all that the Y has done for their family.

...That's what family does for each other and at the Y your more than a member - you're family!!

Touching the lives of inner city youth and their families through the:

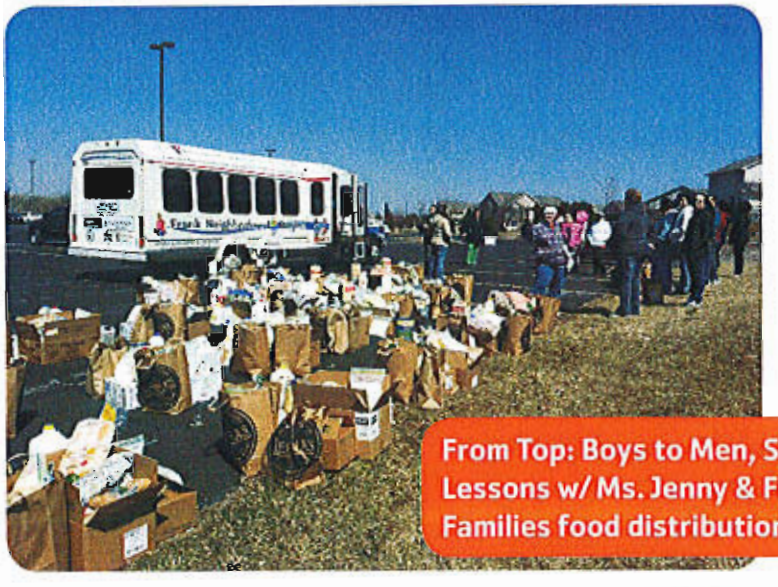
FRANK NEIGHBORHOOD PROJECT

VISION STATEMENT: The Frank Neighborhood Project will be an essential resource in the Frank neighborhood that empowers families to reach their full potential by providing experiences, activities, and programs that change lives.

Participation in family and youth oriented activities such as sports, mentoring, computers, life-skills training and field trips will help give a renewed sense of purpose and direction, and exposure to a better way of life. We strive to meet the social, academic and physical needs of Kenosha's neediest children through programs such as...

2013 PROGRAM PARTICIPATION

Boys-2-Men	153
Y's Choice	4,416
Breakfast & Hoops	1,061
Family Night	886
Girls Night Out	152
Boys Night Out	18
Feeding Families Program	1,300
Field Trips	404
Community Service Projects	79
TOTAL SERVED	**8,633**



From Top: Boys to Men, Swimming Lessons w/ Ms. Jenny & Feeding Families food distribution

In Partnership with the Kenosha County Sheriff's Department, United Way of Kenosha County and Frank Elementary School

United Way of Kenosha County

With our warmest and most sincere appreciation we honor the

VOLUNTEERS OF THE YEAR

for outstanding dedication and service.

Throughout our facility hang signs of the YMCA's four Core Character Values: Caring, Honesty, Respect & Responsibility. These values are reflected in everything we do at the Y and volunteerism demonstrates each one of these values. This year we are excited to honor two individuals who have shown a true dedication and commitment to the Kenosha YMCA and the Frank Neighborhood Project.

Meet Lourdes, she is a parent in the neighborhood who is leading by example. Not only does she step in whenever she can, but her family does too!

Lourdes give her time to help prepare and serve food at Y's Choice three days a week; plus she helps out with Breakfast and Hoops and Family Night. When it comes to special projects she is there with her family to help.

Without the next Volunteer of the Year, the Frank Neighborhood Project may not exist. The rebirth of the FNP likely started in this man's office...Sheriff David Beth!

He has offered the Sheriff's Department as a partner to bring the FNP back to life and he has continued to offer his time, resources and even his own home. He opens his farm to the youth and families from the project for experiences you just can't get in the city.

Pictured Left to Right:
Cindy Altergott Kenosha YMCA Operations Admin., Sheriff David Beth, Lourdes Padilla, Pastor William Harris Frank Neighborhood Project Director

TOGETHER we can do MORE!

THE POWER OF GIVING

Contributions to the Kenosha YMCA support positive, value-based programs for children and families. Your donation stays in our community and helps provide financial assistance to ensure that everyone can benefit from the many life-enhancing programs at the Y.

As a volunteer-driven and supported nonprofit organization, we are committed to serve everyone from all walks of life, regardless of their ability to pay. It would be impossible to achieve our mission without the help of our generous donors and volunteers.

THANK YOU TO OUR GENEROUS 2013 DONORS AND SPONSORS...

Abbott Laboratories
Todd Abrams
Absolute Chiropractic + Wellness
Larry Albertson
William Allan
Cindy Altergott
Kasey Andersen
Mel Apilado
Kayla Arbet
Matthew Asuor

ATHLETICO PHYSICAL THERAPY

Aurora Health Care

Angelo Battelini
Samuel Beal
Don Becker
Bedogne Chiropractic Clinic
Bailey Benavidez
David Benik
Agnes Benik
Virginia Bernhardt
Sandra Billingsley
Birchwood Foods
BMO Harris Bank
Teshun Bolden
William Branch II
Rachel Burton
Ella Butler
Joe Callahan
Patricia Callahan
Ray Camosy
Raymond Camosy

CAMOSY CONSTRUCTION

Cherry Campbell
Sharon Campbell
CarMax Foundation
Gordon Charlton
Ellie Chemerow
Chiropractic Associates of Kenosha, S.C.
Kaitlyn Christensen
City of Kenosha
Coins Sports Bar
Wanda Conley
Sierra Cook
Cordeck Building Solutions
Casey Cousin III

Culver's Welcome to delicious.

Minnie Cox-Laudonio
John Cyzak
Karen Czadzeck
Frank DeBartolo
Rosaria DeBartolo
DR. DENNIS J. FAHEY, DDS
Beverly DeSeife
Lynn Deyoung
Michael Didinsky
Ryan Dietz
Direct Fitness Solutions
Anonymous Donor
Anonymous Donor
Anonymous Donor
Anonymous Donor
Chris Doonan
A Durrani
Jean Eastman
Ed Uihlein Family Foundation
Equity Brand Design
Zahra Ermoian
First American Bank
First Christian Church
John Fitzpatrick
Robert Floyd
Austin Forsberg
Maura Fredrick

EVENTS INC.

Larry Gascoigne
Ray Gesiorski
Richard Gillmore
Tamara Gillmore
John Gilmore
Gordon Food Service
Erin Gray
Greater Milwaukee Foundation
Stacy Guckenberger
GUTTORMSEN, HARTLEY, WILK & HIGGNS, LLP
Neil Guttormsen

Habush Habush & Rottier
William Hafke
Hallman Lindsay Paints
Scott Harbach
William Harris
Elsie Hart
Charles Heide
Robert Hermann
Veronica Herrera
Cheryl Hervat
Gordon Hess
Hinrichs Foundation
Lorraine Hollingsworth
Kris Hopper
IEA, INC.
Brian Irek

JOCKEY SINCE 1876

Keith Johnson
Clifford Johnson
Sandi Johnson
David Jones
Jordan Financial Life Planning
Diane Junes
Lydia Jung
Margaret Jurik
Cassidy Karnes
Jean Kastman
April Kennedy

KENOSHA

Kenosha Community Foundation
Kenosha County
Kenosha County Division of Health

KENOSHA NEWS

Kenosha Rotary Foundation
Lawrence Kirby
Chandrika Kirby
Nicole Kloet
Kohl's Cares For Kids
Francesca Kolens
Kona Ice of Kenosha, LLC
George Kronthaler
Hermine Kronthaler
Don Kueny
Kueny Architects
Charles Labanowsky
Michelle Larson
Legacy Real Estate
Michael Lein
Cathy Lichter
Robert Loss
Ursala Marinan
Judie Marini
Wade Mars
Martin Petersen Company
Mary Frost Ashley Foundation
Nicole Massie
April Mayo
Alyssa Mazmanian
McDonald's Restaurant
Charles McDuffie
Juana Melgoza
Carol Miller
Lois Mitchell
Patrick Monaco
Jean Montemurro
Calvin Moore
Moose Family Center
Jordan Morgan
Katrina Moriarity
Susan Murphy
Nikki Nelson
Phillip Nicholas
Natacha Nicholas
Carol Nichols
Michelle Nielsen
Robert Nuzzo
Olympus
Susan Otto
Tom Pavlovich
Stacy Plowman
Jerry Polischuk
Marilyn Poteet
Shahida Qureshi
Wahid Qureshi
Jacob Ramos
Rodney Rasmussen
Carol Reddick
Judith Reynolds
Deborah Rigney
Bruno Rizzo
Rizzo & Diersen, S.C.
Mark Rogan
Arlene Rose
Sidney Ross
Jeanne Ross
Jason Rossell
Rosario Ruiz
Tim Savage
Anthony Schack
Vincenzo Schiavi
Gary Schroeder
Tamara Schulz
Catherine Schwaiger
James Seymour
SE WI Building & Construction
Sharon Fellowship Church-Chicago
Frances Shreve

Snap-on

Eric Stangel
Stanich Investments
David Stauche
TDS Telecom Service Corporation
Liliann Teister
Pam Thomey
Mary Tirabassi
Mario Tirabassi
Margaret Tomany
Amelia Tracy
Dennis Troha
Jaclyn Turner
Elizabeth Uihlein

ULINE
SHIPPING SUPPLY SPECIALISTS

United Way of Kenosha
United Way of Metro Chicago
US Army National Guard
US Bank
Adam Vanderhoof
Christine VanDyke
Theresa Vanlanduyt
Van's Roofing, Inc.
Villani, Becker & Larsen
Kyle Volbrecht
Beth Volbrecht
Walgreens
Walmart Corporation
Hannah Warren
Rebecca Warren
John Wavro
Victor Weiler
DeWayne Wells
Preston Westbrook
Victoria White
John Whynott
John Wiersum
John Wilke
Garrick Williams
Derek Williams
Peter Wilson
Lucas Wirtz
Wisconsin Energy Foundation
Tim Worsham
Nancie Wright
Taylor York

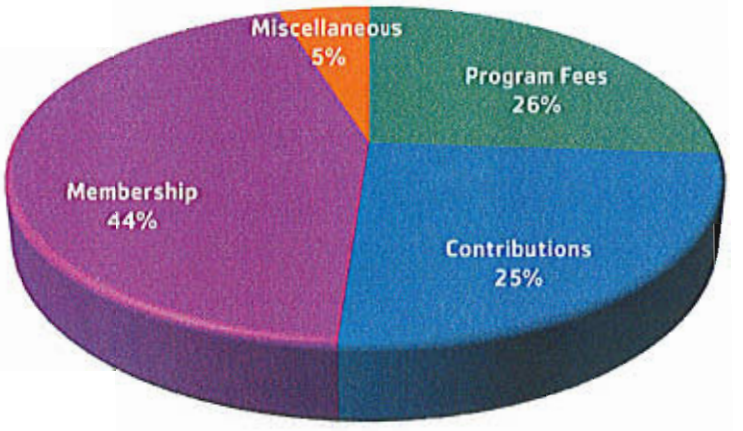
FINANCIAL REPORT

Fiscal year ending December 2013

The Kenosha YMCA is a non-profit 501(c)(3) organization. Our major sources of income are comprised of grants, contributions, special events & fundraisers, program fees, and membership dues. The categories for organizational expenses include: management, fundraising, program services, and scholarships. Revenues and expenses are distributed to major program areas such as: Administration, Aquatics, Building & Grounds, Youth & Family, Health Enhancement, Development, Marketing, Membership, Special Events, and Sports.

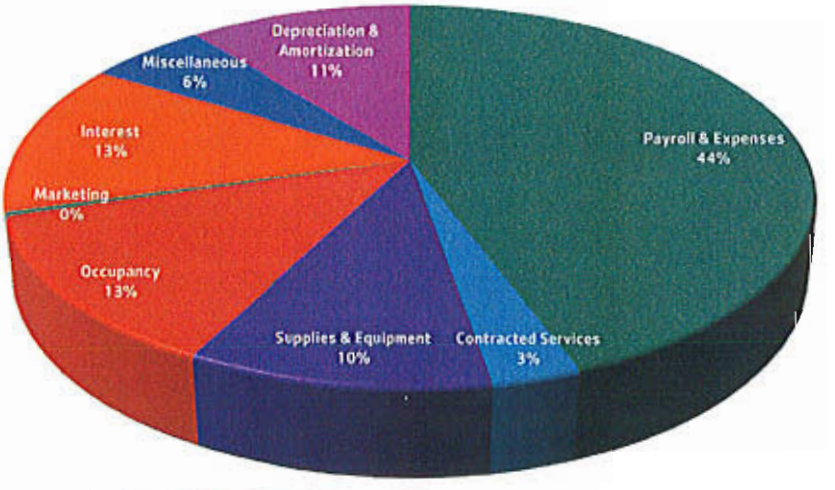
2013 ACTUAL REVENUE

Program Fees	$987,918
Contributions	$954,192
Memberships	$1,672,858
Miscellaneous	$184,156
TOTAL	$3,799,124



2013 ACTUAL EXPENSES

Payroll & Expenses	$1,572,999
Contracted Services	$117,905
Supplies & Equipment	$367,430
Occupancy	$452,378
Marketing	$12,301
Interest	$461,462
Miscellaneous	$197,332
Depreciation & Amortization	$384,000
TOTAL	$3,565,807



CONSTITUENCY REPORT

2013 PROGRAM ENROLLMENT

Child Care	21,316
Health Enhancement	8,154
Aquatics	2,813
Sports & Dance	1,593
Facility Rentals	394
TOTAL	34,270

2013 MEMBERS BY AGE

5 years & under	1,018
6 - 11	1,928
12 - 17	2,216
18 - 29	2,931
30 - 54	4,958
55 - 64	1,002
65+	1,878
TOTAL	15,931

BOARD OF DIRECTORS

January - December 2013

The Kenosha YMCA Board of Director is comprised of a cross section of community leaders who are dedicated to the mission of the organization. Board members contribute their time, services, and/or financial resources. Board members are also appointed to serve on standing committees as well as ad hoc committees. These standing committees collectively represent the Board of Directors.

Andrew Callahan
Realtor, Cove Realty

Raymond Camosy
Chairman, Camosy Incorporated

John Cyzak
Retired Vice President, Dickow-Cyzak Tile Company

Dave Fountain
Retired Principal, Kenosha Unified School District

Neil F. Guttormsen
Attorney, Guttormsen, Hartley, Wilk & Higgins, LLP

Charles Heide
Consultant

Gordon Hess
Retired Principal, Kenosha Unified School District

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

Scott Larsen
Accountant, Villani, Becker & Larsen, S.C.

Arthur Maurer
Retired Electrical Contractor, Pieper Electric

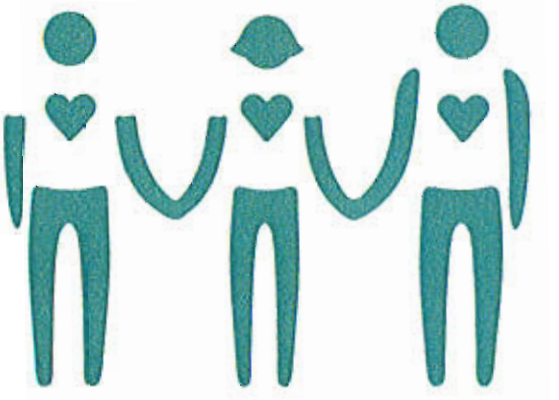
Peter Pingitore
Retired Principal, Kenosha Unified School District

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

John Schmidbauer
Architect, Kueny Architects, LLC

Pamela Thomey
Vice President of HR, Snap-on Incorporated

John Wavro
Retired Consultant, JJ Management Corporation



PROFESSIONAL STAFF

At the Kenosha YMCA our team of 209 part-time and 18 full-time employees are dedicated to the Y mission and strive everyday to improve the health & well-being of Kenosha. Our professional team is highly trained in their specific areas of expertise. Their qualifications and training consist of specialized certifications, licenses, bachelor's degrees and master's degrees. Our professional staff has almost 200 years of combined Y experience with an average tenure of twelve years.

President
Patrick P. Monaco

Building & Grounds Administrator
Dave Benik

Business Administrator
Sue Murphy

Operations Administrator
Cindy Altergott

Organizational Services Administrator
Sharon Campbell

Aquatics & Sports Director
Stacy Plowman

Building & Grounds Director
Steve Lucas

Community Relations Director
Christine VanDyke

Youth & Family Director
Dr. Rachel M. Burton

Frank Neighborhood Project Director
Pastor William Harris

Assistant Membership Director
Cheryl Hervat

Aquatics & Sports Coordinator
Tanner Mathiesen

Payroll Coordinator
Nicole Massie

Fitness Center Coordinator
Kelly Hetzel

Health & Wellness Coordinator
Nancy Maurer

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Kenosha YMCA Callahan Family Branch
7101 53rd Street
Kenosha WI 53144
P: 262.654.YMCA
F: 262.653.9886
www.kenoshaymca.org

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Area Family and Aging Services, Inc.

Project Title: Volunteer Transportation Service

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 5,000.00

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

Name: Katie Oatsvall

Address: 7730 Sheridan Road

Kenosha, WI 53143

Phone Number: 262.658.3508 Ext. 111

E-Mail Address: Koatsvall@kafasi.org

RECEIVED
SEP 29 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

CDBG 2015 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 80 drivers that use their own vehicle and receive mileage reimbursement of 42 cents per miles.

Volunteer Transportation Service employs two individuals: A full-time Transportation Coordinator and a full-time Office Assistant. The Transportation Coordinator 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 Coordinator 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 80% of our frail elderly and disabled riders are City of Kenosha residents.

In 2014, KAFASI received a $104,000 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 are now incurring with the price of gas and upkeep of their own cars can be a determining factor in whether they continue to drive. Also, KAFASI has a new position, At-Home Coach. This position provides follow-up support for people with chronic health conditions that were recently released from the hospital or nursing home for 30 days. Part of this support is providing two free rides to follow-up doctor appointments, which supports continued recovery and healing. Lastly, 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.

- As part of the Kenosha County 2013-2015 Aging Plan (which is in response to the 2012 Needs Assessment conducted by the Division of Aging and Disability Services), VTS has been asked to address an unmet need of transportation among Spanish-speaking elders. Bi-lingual driver mileage, outreach, driver recruitment, and translation of materials have been an added cost to our program. According to the American Fact Finder 2010 census data, 4% of the population residing in the City of Kenosha is Hispanic elders age 60 and over.

Attachment A

- There has been an increase in the number of 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 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 and will only be used upon approval by both the Volunteer Transportation Service Coordinator and Director of Senior Services.

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, with efforts to address our Hispanic elders.

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, confirming the rider has air conditioning for severe weather conditions, 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.

A growing 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.
- 80 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.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 225

   e) What is the percentage of low and moderate income beneficiaries? 99%

   f) Does this project primarily benefit any specialized population such as:

   25 Disabled _____ Homeless
   200 Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☑	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

KAFASI provides home delivered meals, congregate meals, friendly visiting, information & assistance, benefit assistance, group respite, at-home coaching, and transportation for elderly.

b) How will this project relate to these services?

Elderly and disabled persons needing rides to medical and other appointments are referred to Volunteer Transportation Service. Volunteers are recruited to provide rides.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	☐	☑
Neighborhood Revitalization Strategy Area	☐	☑
Agency Plan (Provide supporting evidence labeled as Attachment F.)	☑	☐
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☐	☑
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2009	$5,000.00	2011	$4,151.00	2013	$5,000.00
2010	$5,000.00	2012	$5,000.00	2014	$4,862.00

h) If this project is not currently in operation, do you have staff to implement the project?	☐	☐
i) Do you have office space to accommodate the proposed service?	☐	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☐
k) 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.)	☑	☐

l) When will the project be implemented? 01/15 (mm/yy)

m) 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.

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

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

Volunteer Transportation Service is one of the most cost-effective transportation services in the community. Approximately 80 volunteers will donate over 7,000 hours of driving time in 2015.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$5,000.00
Source: Kenosha County Division of Aging Services (DADS)	$104,000.00
Source: Rider Fares	$37,438.00
Source: Other DADS contracts	$500.00
Source: Donations	$500.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$142,438.00
TOTAL REVENUE:	$147,438.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries		$64,364.00	$64,364.00
Expense: Fringe Benefits		$10,369.00	$10,369.00
Expense: Audit & Other Prof. Fees		$1,830.00	$1,830.00
Expense: Postage, Printing & Advertising		$1,180.00	$1,180.00
Expense: Supplies & Meetings	$600.00	$1,200.00	$1,800.00
Expense: Staff Training		$1,200.00	$1,200.00
Expense: Telephones		$400.00	$400.00
Expense: Volunteer Recognition		$1,100.00	$1,100.00
Expense: Volunteer Mileage	$4,400.00	$43,600.00	$48,000.00
Expense: Computers, Equip. Rental & Maint.		$3,500.00	$3,500.00
Expense: Occupancy		$2,000.00	$2,000.00
Expense: Insurance		$789.00	$789.00
Expense: Administration		$10,906.00	$10,906.00
TOTAL EXPENSES:	$5,000.00	$142,438.00	$147,438.00

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

Section 5: 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: $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? Yes ☐ No ☑
   If yes, please describe in detail.

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
Fund raising income	$5,000.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

(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.

Providing rides for 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 and their family members are also strengthened through the support provided by community volunteers.

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

80 volunteers will provide rides for frail elderly and disabled persons to create a more suitable living environment.

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

99% of riders will be satisfied with our service.

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

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement 2011
- [x] Current Agency Plan; date of Plan 2012-2016
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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
- [x] 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 — Date: 9/24/14

Katie Oatsvall, Executive Director — 262.658.3508 Ext. 111

Typed Name and Title of Authorizing Official — Phone

Signature of Authorizing Official — Date: 9-26-14

Lauren Zielsdorf, Director of Senior Services — 262.658.3508 Ext. 116

Typed Name and Title of Authorizing Official — Phone

KAFASI

Promoting Independence for all generations since 1969.

Kenosha Area Family and Aging Services, Inc.
Board of Directors

Resolution

It is hereby resolved that Kenosha Area Family and Aging Services, Inc. (KAFASI) shall submit an application for the Community Development Block Grant (CDBG) funding to the City of Kenosha. The grant application shall be for:

Volunteer Transportation Service
$5,000
FY2015

KAFASI shall contract for the fourth year of a contract period (2011-2016) with the Kenosha County Division of Aging and Disability Services for funding in the amount of $104,000 for the Volunteer Transportation Service in 2015. We have had the Volunteer Transportation contract since 2001. Frail elderly and disabled persons receiving rides through the Volunteer Transportation contract will pay fares totaling about $35,000 which will go towards volunteer mileage reimbursement in 2015.

KAFASI will use the $5,000 of donated funds to go towards the cost of volunteer mileage reimbursement, to translate program materials into Spanish to fulfill the criteria of the 2013-2015 Aging Plan that will allow us to provide transportation services to Spanish speaking elderly and disabled persons and to establish a $500 hardship fund for those who cannot afford the program fees.

The Agency's Executive Director, Katie Oatsvall, is authorized to act on behalf of the Board of Directors in the grant application process.

Authorized Signature: Michael R. Thompson

Date: September 24, 2014

Michael Thompson, Secretary
KAFASI Board of Directors

Attachment C

KAFASI

Promoting Independence for all generations since 1969.

MISSION STATEMENT

(2011 – Present)

To promote healthy aging, healthy families and a healthy community

Attachment E

Kenosha Area Family and Aging Services, Inc. • 262.658.3508 • 262.658.2263 (fax) • 7730 Sheridan Road • Kenosha, WI 53143 • www.kafasi.org

2014 Board of Directors

Name	Office	Committee	Home Phone	E-Mail	Zip	1st Term	2nd Term	3rd Term
Kerry Connelly		Program	262.681.9623 262.498.2703	connellysgk@gmail.com	53402	2012-2015		
Kathey Czischke		Program	262.889.4082	ret91lib11@gmail.com	53171	2012-2015		
Miguel Escobedo	Treasurer	HR/Finance	262.744.0338	M.Escobedo@tcnb.com	53140	2012-2015		
Tony Gresham		HR/Finance	262-331-4443	gresham.tony@yahoo.com	53403	2013-2016		
Jayne D. Herring	President	Fund Raising	262-496-0016	jdherring@jayneherring.com	53140	2006-2009	2009-2012	2012-2015
Frances Kavenik		HR/Finance	262-654.757	kavenik@uwp.edu	53143	2011-2014	2014-2017	
S.R. Mills		HR/Finance	262-842-0452	smills@beardevelopment.com	53142	2014-2017		
Patricia Mirocha		Fund Raising	815-675-0190	pat.mirocha@mchsi.com	60081	2012-2015		
Herschel Ryales		Fund Raising	262-654-5145	haryales@sbcglobal.net	53140	2012-2015		
David Schlichting	Vice President	HR/Finance	414-327-7545	dschlichting@carthage.edu	53228	2008-2011	2011-2014	2014-2017
Michael Thompson	Secretary	Fund Raising	262-657-4677	drthompson@wi.rr.com	53143	2008-2011	2011-2014	2014-2017
Barbara Wetherbee		Fund Raising	262-877-9350	barbandglenn@charter.net	53181	2010-2013	2013-2016	
Anne Wilkinson		Program	262-694-5493	wilkinsona@gtc.edu	53158	2013-2016		

Attachment G

KENOSHA COUNTY DEPARTMENT OF HUMAN SERVICES
Division of Aging and Disability Services
Purchase of Service Contract

Provider:	**Kenosha Area Family & Aging Services, Inc.**
Address:	7730 Sheridan Rd. Kenosha, WI 53143
Administrator/Signor:	Katie Oatsvall
Phone Number:	(262)658-3508
Contract #:	DADS-KAFA-VT-14
Purchased Service:	**Volunteer Transportation**
Provider Service Name:	
Contract Effective Dates:	January 1, 2014 through December 31, 2014
Contract Maximum:	**$104,000** **See Section V-A**

This Contract is made and entered into between KENOSHA COUNTY DEPARTMENT OF HUMAN SERVICES, DIVISION OF AGING AND DISABILITY SERVICES, whose business address is 8600 Sheridan Road, Suite 500, Kenosha, WI 53143-6514, herein referred to as **Purchaser** and the agency identified above, herein referred to as **Provider**.

WHEREAS, **Provider** is able, willing, and properly licensed and/or certified, where required, and is an agency engaged in furnishing services to individuals; and

WHEREAS, **Purchaser**, wishes to purchase certain services from **Provider** as it is authorized to do so by Wisconsin law;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the **Purchaser** and **Provider** agree as follows:

I CONTACT PERSONS AND CONTRACT ADMINISTRATORS

A. **Purchaser's** employee responsible for administration of this Contract is LaVerne Jaros, Director of Division of Aging and Disability Services, Phone: (262)605-6646, whose principal business address is 8600 Sheridan Road, Suite 500, Kenosha, WI 53143-6514. **Purchaser's** employee responsible as contact person for day to day operation of this Contract is Carolyn Feldt, Phone:(262)605-6646, whose principal business address is 8600 Sheridan Road, Suite 500, Kenosha, WI 53143-6514.

B. **Provider's** administrator/signor business information is noted above. The contact person for day-to-day operation of this Contract is Katie Oatsvall, Phone:(262)658-3508.

C. If either party changes its contact person, it will notify the other party of the name and address of the new contact person in writing within ten (10) days of the change.

II SERVICES TO BE PROVIDED AND COSTS

A. Subject to the terms and conditions set forth herein and the Exhibits hereto (*all of which are considered to be a part of this Contract*), **Purchaser** agrees to purchase the services from **Provider** as described within, by reference, or as may be amended.

B. **Provider** agrees to provide services at the rate(s)/unit(s) of service to the estimated number of eligible clients at a maximum (not to exceed) cost as described within or as may be amended. If it applies to the services of this Contract, **Provider** further agrees to provide the services at the rates approved for care by the State of Wisconsin, as agreed to in writing by the **Purchaser** as detailed in related service agreements established during the year (individual placement or client service plans, interagency agreements, etc.). If the services provided under this Contract are rate/unit rate based services, no guarantee of minimum service levels are implied and the Contract amount shall not be construed as the total amount to be purchased since **Purchaser** is unable to guarantee the rate of requests for the specified care and service. **Provider** may expend money authorized by this Contract only on those line items and services that are specified in this Contract, including Exhibits or as may be amended.

Attachment J

Rider Comments

"Your drivers take such good care of me! I feel safe. It is a wonderful program and I feel like I am going on a 'joy-ride' when I am with them."

- *Millie*
  Rider for 7 years

Volunteer supported
Transportation Service
Providing assistive transportation

N
W E
S

Kenosha County Division of
Aging & Disability Services

City of Kenosha

VOLUNTEER TRANSPORTATION SERVICE ADMINISTERED BY:

Kenosha Area Family and Aging Services, Inc.

KAFASI

Providing Meals on Wheels since 1973

7730 Sheridan Road
Kenosha, WI 53143
Phone: (262) 842-7433
www.kafasi.org

Volunteer supported
Transportation Service
Providing assistive transportation

N
W E
S

Ride with us!

Kenosha Area Family and Aging Services, Inc.

7730 Sheridan Road
Kenosha, WI 53143
(262) 842-7433

Purpose

Volunteer Transportation Service is a program for people who are ambulatory and have difficulty using public transit because of age or a disability.

The program helps Kenosha County seniors and persons with disabilities attend local and regional medical appointments. Shopping for groceries, prescriptions, banking and other personal business are also made possible by our volunteer program.

Our goal is to help elderly and disabled persons to stay in their own homes and to support families who care for them. We provide safe and dependable transportation.

Reservations

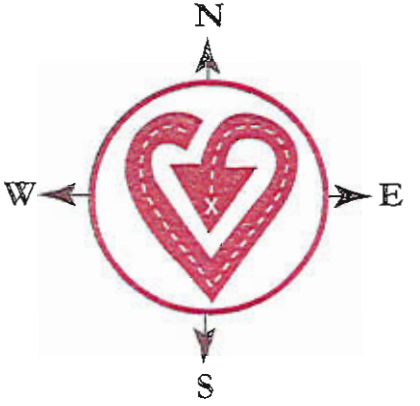
To request a ride call (262) 842-7433

- Monday through Friday
- 8:00 a.m. to 4:30 p.m.
- A 2 - 3 day notice should be given; however, more notice is encouraged.

Rides are based on the availability of drivers. Special requests for weekend or evening hours can be made.

Drivers use their own vehicles for all trips, therefore, do not have wheelchair lifts. We are able to provide service to persons using assistive devices such as canes, walkers and/or portable oxygen.

If the rider requires an attendant, the attendant must stay with the rider for the full trip. The attendant ***will not*** be charged a fare.



Fares

EFFECTIVE: JANUARY 1, 2012

Trips less than 10 miles, one-way

- $4.50 one-way
- Additional local stops can be made at the rate of $1.00 per stop, with notice given at the time of the reservation.

Trips 10 miles or more, one-way

- First 25 miles will be calculated at 75 cents per mile, one-way.
- If applicable, after 25 miles, each mile will be calculated @ 50 cents per mile, one-way.

Payment is due at the time of your trip. If you need to cancel or make changes to your original request, contact the office directly as soon as possible. (262) 842-7433

Rate Assistance

- Written applications for reduced fare are available to low income and asset riders.
- Fares help pay for the drivers' mileage reimbursement.

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha County Interfaith Human Concerns Network (Shalom Center)

Project Title: Shalom Center Emergency Family Shelter

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 50,000.00

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

Name: Fran Hansen

Address: 1713 62nd Street

Kenosha, WI 53143

Phone Number: 262-658-1713 ext. 123

E-Mail Address: hansenf@shalomcenter.org

RECEIVED
SEP 29 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? 1215

   c) What is the percentage of low and moderate income beneficiaries? 73.25

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? _____

   e) What is the percentage of low and moderate income beneficiaries? _____

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly _____ Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	☑	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

The Shalom Center provides two food programs and two shelter programs to those in need of food and shelter. We also provide intense case management for each of our shelter clients.

b) How will this project relate to these services?

The Emergency Family Shelter provides many services including one-on-one case management, job training, education and budgeting skills classes.

c) Is the proposed project contained in:	Yes	No
Consolidated Plan	✓	
Neighborhood Revitalization Strategy Area	✓	
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		✓
d) Is your project a continuation of a current activity?	✓	
e) Is your project an expansion of a current activity?		✓
f) Have you received CDBG funding previously to operate this service?	✓	

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

Year	$ Award	Year	$ Award	Year	$ Award
2014	$22,365.00	2013	$23,600.00	2012	$16,615.00
2011	$16,614.00	2010	$25,000.00	2009	$25,000.00

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

l) When will the project be implemented? ongoing (mm/yy)

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

Clients are referred the Emergency Family Shelter through the case manager of the Shalom Center INNS program, local churches, other social service agencies and word of month.

n) Number of (UNDUPLICATED) clients to be served by this activity. 132

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

The Shalom Center Emergency Family Shelter is the only homeless shelter serving families in the community and has been at capacity for over 15 years.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$50,000.00
Source: Kenosha Area United Way	$20,000.00
Source: Emergency Food & Shelter	$10,000.00
Source: HUD/ESG	$23,400.00
Source: SSSG	$3,000.00
Source: Child & Adult Care Food Program	$27,000.00
Source: Kenosha County Shares	$15,000.00
Source: Donations	$103,308.00
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$201,708.00
TOTAL REVENUE:	$251,708.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Building		$16,890.00	$16,890.00
Expense: Vehicle		$1,700.00	$1,700.00
Expense: Office Supplies		$5,245.00	$5,245.00
Expense: Program Supplies		$4,350.00	$4,350.00
Expense: Wages	$36,000.00	$157,923.00	$193,923.00
Expense: Fringe Benefits	$14,000.00	$15,600.00	$29,600.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$50,000.00	$201,708.00	$251,708.00

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

Section 5: Budget Continued

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

   The Emergency Family Shelter would continue to operate just at a reduced level. It is possible that we would have to reduce the hours of our case manager which would limit the amount of time that the case manager would be able to dedicate to the clients which could possible reduce our success rate. Families would have to stay in shelter for a longer period of time creating a lower number of families we would be able to serve and more families we would have to turn away.

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

   Less funding could result in less services due to reduction of staff hours, decrease in materials and program supplies, decrease in training and classes offered and a decrease in one-on-one case management.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	✓	

(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.

The Emergency Family Shelter provides a safe, stable environment for families in crisis. We provide food, shelter and support that families can not currently provide for themselves. We teach families how to become self-sufficient through training classes such as budgeting, finance, AODA and parenting classes. We work with other agencies to ensure that our clients receive the services needed to achieve success. This includes providing referrals to other social service agencies as needed.

Section 7: 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.

Be it resolved this 23rd day of September of the year 2014, by the Board of Directors for the Shalom Center of the Interfaith Network; that Fran Hansen, Executive Director, is hereby authorized to apply for Community Block Grant funds in the amount of $50,000.00 for the fiscal year 2015 for the Emergency Family Shelter program. The Board of Directors endorses this application and pledges that the Shalom Center will contribute a minimum of $70,000.00 from monies raised throughout the community.

Section 8: 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*
✓ Enhance suitable living environment through new/improved accessibility	✓ Enhance suitable living environment through new/improved accessibility	✓ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
✓ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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% of clients in the Emergency Family Shelter will obtain employment or increase income prior to leaving the shelter.

88% of clients in the Emergency Family Shelter program will gain access to housing creating a suitable family living.

98% of clients in the Emergency Family Shelter are shown the value of higher education and the benefits higher education provides in the work place. We give them the steps they need to take to overcome obstacles in order to achieve higher education leading to economic opportunities.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [x] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement May 2013
- [ ] Current Agency Plan; date of Plan _____
- [x] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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.)***

Frances J. Hansen SIGN HERE	9-29-2014
Signature of Authorizing Official	Date
Frances J. Hansen, Executive Director	262-658-1713 Ext. 123
Typed Name and Title of Authorizing Official	Phone
David Hawes SIGN HERE	9-29-2014
Signature of Authorizing Official	Date
David Hawes, Administrative Services Director	262-658-1713 Ext. 105
Typed Name and Title of Authorizing Official	Phone

SERVICE PROVIDER REPORT FORM

AGENCY: *Shalom Center*

PROGRAM: *Emergency Family Shelter*

CONTACT PERSON: *Lisa Sanders/David Hawes*

QUARTER: *Second*

DATE SUBMITTED: *June 16, 2014*

SUBMITTED TO: *Community Development Block Grant*

*** EFS - HOUSEHOLDS ***	JUN	JUL	AUG	YTD	SEP	OCT	NOV	YTD	DEC	JAN	FEB	YTD	MAR	APR	MAY	YTD
SERVICE LEVEL																
ACTIVE BEGINNING OF PERIOD	6	6	8	6	8	7	8	6	7	8	6	6	5	8	7	6
OPENED	6	2	6	14	7	7	3	31	3	4	3	41	5	4	1	51
CLOSED	6	0	6	12	8	6	4	30	2	6	4	42	2	5	0	49
ACTIVE END OF PERIOD	6	8	8	8	7	8	7	7	8	6	5	5	8	7	8	8
NUMBER SERVED	12	8	14	20	15	14	11	37	10	12	9	47	10	12	8	57
CASE CLOSURE REASONS																
COMPLETED PROGRAM	4	0	5	9	7	5	3	24	2	6	3	35	1	3	0	39
FAMILY/PARTICIPANT MOVED	2	0	1	3	1	1	1	6	0	0	0	6	1	0	0	7
NON-COMPLIANCE	0	0	0	0	0	0	0	0	0	0	1	1	0	2	0	3
OBJECTIVES NOT ACHIEVED	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER REASON (specify in narrative)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PLACED IN SUBSTITUTE CARE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
REFERRED TO ANOTHER PROGRAM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
RUNAWAY OR AWOL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
WAIVED INTO ADULT COURT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL CLOSED	6	0	6	12	8	6	4	30	2	6	4	42	2	5	0	49
REFERRAL SOURCES																
DEPT. OF HUMAN SERVICES	1	1	4	6	3	1	0	10	0	0	0	10	1	0	2	13
OTHER COMMUNITY AGENCY	4	6	4	14	2	5	2	23	3	6	0	32	2	5	4	43
SCHOOL PERSONNEL	1	0	0	1	1	1	0	3	0	1	0	4	2	2	2	10
OTHER SOURCES	13	8	12	33	14	8	5	60	5	5	5	75	3	3	8	89
TOTAL NUMBER OF REFERRALS	19	15	20	54	20	15	7	96	8	12	5	121	8	10	16	155
REFERRAL ACTIVITY																
ACCEPTED INTO PROGRAM	6	2	6	14	7	7	3	31	3	4	3	41	5	4	1	51
REFUSED SERVICES	1	1	0	2	0	0	0	2	0	1	2	5	0	0	0	5
INELIGIBLE - DID NOT OPEN	1	0	0	1	0	0	0	1	0	1	0	2	0	0	1	3
WAIT-LISTED	11	12	14	37	13	8	4	62	5	6	0	73	3	6	14	96
PENDING	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL NUMBER OF REFERRALS	19	15	20	54	20	15	7	96	8	12	5	121	8	10	16	155

*** EFS ***	JUN	JUL	AUG	YTD	SEP	OCT	NOV	YTD	DEC	JAN	FEB	YTD	MAR	APR	MAY	YTD
HOUSEHOLD COMPOSITION																
TWO PARENTS	0	1	1	2	0	0	1	3	1	0	1	5	1	0	1	7
SINGLE MOTHER	5	1	5	11	6	7	2	26	2	4	1	33	4	4	0	41
SINGLE FATHER	1	0	0	1	1	0	0	2	0	0	1	3	0	0	0	3
GRANDPARENT(S)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER RELATIVE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL HOUSEHOLDS	**6**	**2**	**6**	**14**	**7**	**7**	**3**	**31**	**3**	**4**	**3**	**41**	**5**	**4**	**1**	**51**
HOUSEHOLD RESIDENCE																
CITY OF KENOSHA	4	2	4	10	4	4	2	20	2	3	2	27	4	2	0	33
PLEASANT PRAIRIE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BRISTOL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PADDOCK LAKE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SALEM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SILVER LAKE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SOMERS	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TREVOR	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TWIN LAKES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	2	0	2	4	3	3	1	11	1	1	1	14	1	2	1	18
TOTAL HOUSEHOLDS	**6**	**2**	**6**	**14**	**7**	**7**	**3**	**31**	**3**	**4**	**3**	**41**	**5**	**4**	**1**	**51**
ZERO INCOME	0	0	1	1	3	1	1	6	0	0	1	7	1	2	0	10
EXTREMELY LOW	6	2	5	13	4	6	2	25	3	4	2	34	4	2	1	41
VERY LOW INCOME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
LOW INCOME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ABOVE LOW INCOME	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL HOUSEHOLDS	**6**	**2**	**6**	**14**	**7**	**7**	**3**	**31**	**3**	**4**	**3**	**41**	**5**	**4**	**1**	**51**

*** EFS ***	JUN	JUL	AUG	*YTD*	SEP	OCT	NOV	*YTD*	DEC	JAN	FEB	*YTD*	MAR	APR	MAY	*YTD*
ZERO INCOME	0	0	2	*2*	8	2	2	*14*	0	4	0	*18*	5	7	0	*30*
EXTREMELY LOW	16	8	21	*45*	11	15	9	*80*	9	15	5	*109*	10	13	4	*136*
VERY LOW INCOME	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*
LOW INCOME	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*
ABOVE LOW INCOME	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*
TOTAL PARTICIPANTS	**16**	**8**	**23**	*47*	**19**	**17**	**11**	*94*	**9**	**19**	**5**	*127*	**15**	**20**	**4**	*166*
GENDER (all participants)																
MALE	6	4	9	*19*	8	5	8	*40*	4	6	3	*53*	5	4	3	*65*
FEMALE	10	4	14	*28*	11	12	3	*54*	5	13	2	*74*	10	16	1	*101*
TOTAL PARTICIPANTS	**16**	**8**	**23**	*47*	**19**	**17**	**11**	*94*	**9**	**19**	**5**	*127*	**15**	**20**	**4**	*166*
AGE OF CHILDREN																
0-5 YEARS (*preschool*)	5	2	5	*12*	5	8	4	*29*	3	4	2	*38*	5	7	2	*52*
6-10 YEARS (*elementary school*)	5	1	5	*11*	5	2	2	*20*	1	2	0	*23*	3	4	0	*30*
11-13 YEARS (*middle school*)	0	0	3	*3*	2	0	1	*6*	0	3	0	*9*	1	3	0	*13*
14-18 YEARS (*high school*)	0	2	3	*5*	0	0	0	*5*	2	3	1	*11*	0	2	0	*13*
TOTAL CHILDREN	**10**	**5**	**16**	*31*	**12**	**10**	**7**	*60*	**6**	**12**	**3**	*81*	**9**	**16**	**2**	*108*
AGE OF ADULTS																
19-21 YEARS (*young adults*)	1	0	1	*2*	0	2	1	*5*	0	1	0	*6*	1	0	0	*7*
22-59 YEARS (*adult*)	5	3	6	*14*	7	5	3	*29*	3	6	2	*40*	5	4	2	*51*
60+ YEARS (*senior*)	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*
TOTAL ADULTS	**6**	**3**	**7**	*16*	**7**	**7**	**4**	*34*	**3**	**7**	**2**	*46*	**6**	**4**	**2**	*58*

*** EFS ***	JUN	JUL	AUG	*YTD*	SEP	OCT	NOV	*YTD*	DEC	JAN	FEB	*YTD*	MAR	APR	MAY	*YTD*
RACE (INCLUDING HISPANIC ORIGIN)																
WHITE	9	0	5	*14*	6	11	5	*36*	0	9	3	*48*	13	3	1	65
Hispanic Origin	3	0	0	*3*	3	3	0	*9*	0	0	2	*11*	1	1	0	13
BLACK/AFRICAN AMERICAN	3	4	13	*20*	13	6	6	*45*	9	10	2	*66*	2	7	1	76
Hispanic Origin	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
ASIAN	0	4	0	*4*	0	0	0	*4*	0	0	0	*4*	0	0	0	4
Hispanic Origin	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
NATIVE AMERICAN	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
Hispanic Origin	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
AFRICAN AMERICAN & WHITE	4	0	5	*9*	0	0	0	*9*	0	0	0	*9*	0	10	2	21
Hispanic Origin	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
OTHER	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
Hispanic Origin	0	0	0	*0*	0	0	0	*0*	0	0	0	*0*	0	0	0	0
TOTAL (RACE)	*16*	*8*	*23*	*47*	*19*	*17*	*11*	*94*	*9*	*19*	*5*	*127*	*15*	*20*	*4*	*166*
TOTAL (HISPANIC ORIGIN)	*3*	*0*	*0*	*3*	*3*	*3*	*0*	*9*	*0*	*0*	*2*	*11*	*1*	*1*	*0*	*13*
				TRUE				TRUE				TRUE				TRUE

Note: If the word TRUE does not appear to the right, the RACE portion of the demographics above has been completed incorrectly. Total RACE must equal the total number of participants served.

SERVICE LEVEL	Q1	Q2	Q3	Q4
ACTIVE BEGINNING OF PERIOD	6	8	7	5
OPENED	14	17	10	10
CLOSED	12	18	12	7
ACTIVE END OF PERIOD	8	7	5	8
NUMBER OF INDIVIDUALS SERVED	20	25	17	15

CASE CLOSURE REASONS	Q1	Q2	Q3	Q4
COMPLETED PROGRAM	9	15	11	4
FAMILY/PARTICIPANT MOVED	3	3	0	1
NON-COMPLIANCE	0	0	1	2
OBJECTIVES NOT ACHIEVED	0	0	0	0
OTHER REASONS	0	0	0	0
PLACED IN SUBSTITUE CARE	0	0	0	0
REFERRED TO ANOTHER PROGRAM	0	0	0	0
RUNAWAY OR AWOL	0	0	0	0
WAIVED INTO ADULT COURT	0	0	0	0
TOTAL CLOSED	12	18	12	7

REFERRAL SOURCES	Q1	Q2	Q3	Q4
DEPT. OF HUMAN SERVICES	6	4	0	3
OTHER COMMUNITY AGENCY	14	9	9	11
SCHOOL PERSONNEL	1	2	1	6
OTHER SOURCE (specify in narrative)	33	27	15	14
TOTAL NUMBER OF REFERRALS	54	42	25	34

REFERRAL ACTIVITY	Q1	Q2	Q3	Q4
ACCEPTED INTO PROGRAM	14	17	10	10
REFUSED SERVICES	2	0	3	0
INELIGIBLE - DID NOT OPEN	1	0	1	1
WAIT-LISTED	37	25	11	23
PENDING	0	0	0	0
TOTAL NUMBER OF REFERRALS	54	42	25	34

Data Verification Worksheet

Individuals Served	Gender	Race
Quarter 1	47	47
Quarter 2	94	94
Quarter 3	127	127
Quarter 4	166	166

Cases Opened	Service Level	Referral Activity
Quarter 1	14	14
Quarter 2	31	31
Quarter 3	41	41
Quarter 4	51	51

Cases Closed	Service Level	Case Closure Reasons
Quarter 1	12	12
Quarter 2	30	30
Quarter 3	42	42
Quarter 4	49	49

The boxes above can be used to ensure that all data has been entered correctly on all worksheets.

Check to ensure that values for each Quarter, within each box, are equal.
(Example: The values for Quarter 1 in the "Individuals Served" box should be equal.)

SHALOM CENTER MISSION STATEMENT…

To respectfully provide food, shelter, housing and guidance to those in need.

Revised, May 2013

Shalom Center 2015 Board of Directors

Board of Directors	
Terry Backmann	Co-chair
Wilson Shierk	Co-chair
Brad Weinstock	Treasurer
Wayne Koessl	Secretary
Thomas Aiello	Vice Co-Chair
John Collins	
Gail Gentz	
Edna Highland	
Judy Jensen	
Karen Johnson	
Judy Juliana	
Richard Kauffman	
Mark Modory	
Ardis Mosley-Mahone	
Beth Ormseth	
Jane Palmen	
Bob Riley	
Dick Selsberg	
Denis Wikel	

Yes, I/we want to help our community through a donation to the Shalom Center Of The Interfaith Network.

Enclosed is our tax deductible contribution to the Shalom Center in the amount of $_____

Please print:
Name/s _____

Mailing Address_____City/State/Zip_____

Email Address: _____

Please make check payable to: Shalom Center
Visa and MasterCard accepted

Credit Card Number_____ Expiration Date: _____

Authorized Signature:_____

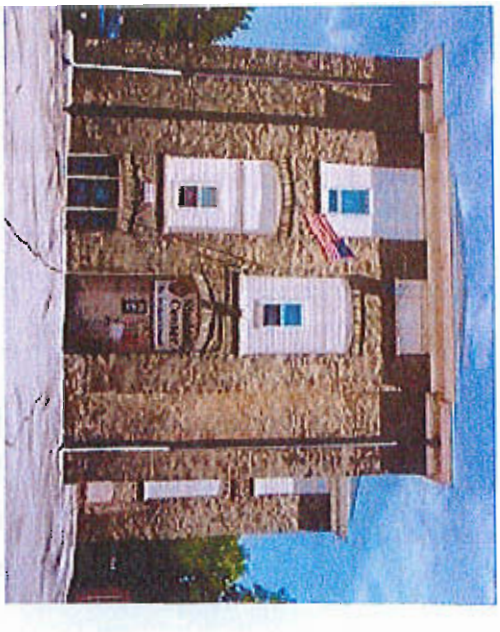
Please mail to
The Shalom Center
1713 62nd Street
Kenosha, WI 53143

Donations can also be made through our website at: www.shalomcenter.org

The Shalom Center is recognized as tax exempt under section 501(c)(3) of the Internal Revenue Code, thereby making all donations eligible for tax deductibility.

Shalom Center Of The Interfaith Network
1713 62nd Street
Kenosha, WI 53143

SHALOM CENTER
Building Hope
Food • Shelter • Guidance



Our Mission is to respectively provide food, shelter, housing and guidance to those in need.

Shalom Center Of The Interfaith Network
1713 62nd Street,
Kenosha, WI 53143

Phone: 262.658.1713
Fax: 262.657.6914
Email: info@shalomcenter.org
Website: www.shalomcenter.org

Who We Are

The Shalom Center fills a unique and vital role in the community as we respond to the food, shelter and support service needs of the homeless and low-income population of Kenosha. We are the only non-profit in Kenosha County that serves all of these needs. We accomplish this by partnering with numerous faith communities, the community at large, businesses, schools, non-profit and civic organizations, governmental agencies and others that share our mission. We are dedicated to providing help for those less fortunate.

How It Began

In 1982, the Shalom Center of the Interfaith Network was created from a discussion by Kenosha citizens who had participated in an annual CROP Walk for Hunger. These citizens recognized the growing issue of hunger and homelessness in the Kenosha community. In 1983, the Soup Kitchen served its first meals. Daily meals were served from either the CYC or Grace Lutheran Church. In 1985 the Deming School was purchased from the Kenosha Unified School District and renamed the Shalom Center. The larger space allowed the Center to grow and become what it is today.

Our Programs

The Shalom Center offers four areas of need providing emergency food, shelter, housing and support in ways that meet immediate needs and respect human dignity. The programs are:

- **Soup Kitchen**-serves approximately 110 persons each evening. The soup kitchen is staffed by a full-time soup kitchen coordinator, part-time soup kitchen supervisors and over 50 different volunteer groups that provide 10-12 volunteers each evening helping in the preparation and serving of the evening meal.

- **Food Pantry**-provides hungry families with emergency/supplemental groceries once a month. The pantry distributes perishable and non-perishable groceries, depending on available food supply.

- **INNS (Interfaith Network Nightly Shelter)**-provides temporary emergency nightly shelter for homeless persons. This program operates in rotating church sites throughout Kenosha 365 days a year with an average of 30 clients each night.

- **Emergency Family Shelter**-provides residential shelter to families experiencing homelessness in Kenosha County for up to 45 days. It offers a safe stable and supportive environment for families in crisis. Families receive daily support and planning meeting along with classes and training to move them towards independence and self-sufficiency.

Successes At The Shalom Center

Michelle is an 18 year old single mother of a four month old boy. Before coming to the Shalom Center, Michelle and her son were staying with her mother. Michelle's mother had a history of homelessness and had even spent time in a shelter similar to Shalom's when Michelle was 10. When her mother was evicted from her apartment Michelle had no other family support to which she could turn. She knew her immediate goal had to be finding safe shelter for her family.

Michelle and her son spent 10 days in the Nightly Shelter Program before going into the Family Shelter. Once established in the Family Shelter, she began taking classes towards completing her GED. She also obtained employment and began parenting, household management and budgeting training to benefit herself and her son.

The 24/7 care of the Emergency Family Shelter gave Michelle the stability and support she needed. Michelle is now working and completing her GED and hopes to attend college. After completing our program she was referred the Preventative Services Network and the Homeless Youth Program through KUSD.

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: Kenosha Literacy Council

Project Title: Literacy at Work

Category: PUBLIC SERVICE

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	✓
➢ Create Suitable Living Environment for LMI Persons	☐	✓
➢ Create Economic Opportunity	✓	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 7,500.00

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

Name: Cheryl Hernandez

Address: 2419 63rd Street

Kenosha, Wisconsin 53143

Phone Number: 262-654-7323

E-Mail Address: cheryl@kenoshalit.org

RECEIVED
SEP 30 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

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 unemployment remains high, 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 show that the non-English-speaking population has swelled to nearly 12%.

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.

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 need 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.

The Kenosha Literacy Council is requesting $7,500 from Community Development Block Grant funds to pay for the following: testing material and staff time. The staff time of roughly 400 hours will include: processing student intakes, administering at least 245 pre- and/or post-tests, evaluation of the test results and creation of documented goals for each new learner. An additional 150 hours of staff time will be devoted to recruiting and training volunteer tutors. 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, 207 volunteers provided literacy services to 590 adult learners. Increasing the number of trained volunteers will allow KLC to more effectively service adults learners by providing more individualized services and allowing for increased programming options. Based on the past fiscal year and current economic conditions, KLC anticipates serving 200 new students in the 2014-15 year. There continues to be a great need for the adult literacy services provided by KLC.

KLC used the money it was awarded most recently by CDBG for consistent administration of standardized tests. We hope to continue our progress with pre-and post-tests, which give us measurable outcomes to report to the community. The tests are critical for several reasons: they offer the adult learner a starting point in their English education; they give tutors detailed information on their students and how best to meet their reading and writing goals; and the data creates documented metrics for funders and for the community. The tests allow KLC to follow its learners' academic journeys and to ensure that the services it provides are meeting their needs, as well as the needs of the community.

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 search 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 continues to be a challenge. A contributing factor to the unemployment rate 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.
- Unemployment rates continue to be a concern. The dramatic loss of manufacturing jobs in the area continues to have an impact on the local economy.
- The number of students served by the Literacy Council has increased nearly every year for the past nine 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 a 25% 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 78% of KLC adult learners are foreign-born (representing 39 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 22% of KLC's student populations are 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.

Section 2: National Objective Addressed

CDBG projects benefit only one National Objective! Please answer only the questions for the one National Objective that you checked in the box on Page 2.

---

1. **National Objective:** Low to Moderate Income Benefit:

   Complete this question if your project meets the National Objective of providing a benefit to low to moderate income people. Projects that provide a benefit to low to moderate income people can be one of two types:

   - **Area Benefit** (an activity which is available to benefit all the residents of an area that is primarily residential and where 51% of the residents are low to moderate income); or
   - **Limited Clientele** (an activity which provides benefits for a specific group of persons rather than everyone in an area where at least 51% of the beneficiaries are low to moderate income).

   Area Benefit Project – Complete questions A through D
   (Data needed to complete Area Benefit questions may be found in Appendix A of the Application.)

   a) In what Census Tract(s) and Block Group(s) is your project located?

CT / BG	CT / BG	CT / BG	CT / BG
___/___	___/___	___/___	___/___

   b) How many residents live in this area? _____

   c) What is the percentage of low and moderate income beneficiaries? _____

   Limited Clientele Project – Complete questions E through I

   d) How many (UNDUPLICATED) people will use and benefit from your project? 600

   e) What is the percentage of low and moderate income beneficiaries? 92%

   f) Does this project primarily benefit any specialized population such as:

   _____ Disabled _____ Homeless
   _____ Elderly X Other

Type of Project (Check only **one**)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☐	Go and Complete Pages 7, 12-19
3. Public Service Project	✓	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

3. **Public Service Project:**

a) What services does your Agency provide?

The Kenosha Literacy Council trains volunteer tutors to teach adults how to read, write and speak English by providing them with tutoring services, small group classes, & U.S. Citizenship classes.

b) How will this project relate to these services?

The project will ensure that adult learners are receiving effective literacy education that helps them learn English in an efficient manner.

c) Is the proposed project contained in:

	Yes	No
Consolidated Plan	☐	☐
Neighborhood Revitalization Strategy Area	☐	☐
Agency Plan (Provide supporting evidence labeled as Attachment _____.)	☑	☐
d) Is your project a continuation of a current activity?	☑	☐
e) Is your project an expansion of a current activity?	☑	☐
f) Have you received CDBG funding previously to operate this service?	☑	☐

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

Year	$ Award	Year	$ Award	Year	$ Award
2014	$6,807.00	2012	$4,361.00	2009	$5,000.00
2013	$6,300.00	2010	$4,154.00	2008	$5,387.00

h) If this project is not currently in operation, do you have staff to implement the project?	☐	☐
i) Do you have office space to accommodate the proposed service?	☑	☐
j) If funds are for non-administrative expenses, have you obtained three written estimates?	☐	☐
k) 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.)	☑	☐

l) When will the project be implemented? 01/15 (mm/yy)

m) 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 mouth, communication with KUSD & agency referrals (GTC, KCJC, etc).

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

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

KLC intiated its standardized testing procedure in 2008. We work closely with the Wisconsin Technical College to be sure we follow all National Reporting Standards for Adult Education.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$7,500.00
Source: Contributions	$15,000.00
Source: United Way	$21,000.00
Source: Grants/Foundations	$51,757.00
Source: Fundraisers	$27,000.00
Source: Program Fees	$5,000.00
Source: Investment & Misc. Income	$1,010.00
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$120,767.00
TOTAL REVENUE:	$128,267.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Salaries/payroll taxes	$7,000.00	$72,000.00	$79,000.00
Expense: Program Supplies	$250.00	$3,400.00	$3,650.00
Expense: Occupancy (rent, phone, insurance)		$10,375.00	$10,375.00
Expense: Office (supplies, postage, copying)		$3,800.00	$3,800.00
Expense: Staff Development & Tutor Training	$250.00	$2,200.00	$2,450.00
Expense: Professional Fees		$9,750.00	$9,750.00
Expense: Grant Expenses		$9,000.00	$9,000.00
Expense: Miscellaneous Expense		$5,950.00	$5,950.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$7,500.00	$116,475.00	$123,975.00

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

ATTACHMENT B

Documentation of other Funding

	Funder	Amount Awarded 2014-2015
1	United Way of Kenosha County	$ 20,000
2	Wisconsin Technical College AEFL Grant	$ 16,180
3	Kenosha Community Foundation	$ 11,576

Section 5: 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 process new students and implement a standardized testing procedure. Funds will also be used for staff to recruit, train and retain volunteer tutors. If full funding is not received, fewer adult learners will be tested, reducing the measurable data on the quality and efficacy of KLC educational programs. Literacy services will be provided to all students, but pre- and post testing would be conducted on a much smaller scale. Fewer test results make it more difficult to concretely show progress. Less funding would also limit the number of tutor training sessions held.

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

   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 test results makes it much 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 with would limit the number of new volunteer tutors.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 6: Mission Statement Compliance

For Not-for-Profit Applicants:

	Yes	No
Is the proposed project consistent with your Mission Statement?	☑	☐

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

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

The mission of the Kenosha Literacy Council is to train volunteer tutors to teach adults to read, write and speak English. The proposed project is consistent with the mission in that it ensures that the educational services offered are effective and provided in an efficient manner. The testing procedure also ensures that services are specialized to meet each student's needs. The efforts dedicated to recruitment, training and retention of volunteer tutors increases the Literacy Council's capacity to effectively serve a growing student population.

Section 7: 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.

The Kenosha Literacy Council Board of Directors moved to approve the application for a Community Development Block Grant in the amount of $7,500 to cover the costs of staff time involved with student intake and implementation of KLC's standardized testing procedure as well as volunteer recruitment, training and retention. The Kenosha Literacy Council will supply the remainder of the budget.

The motion was approved by the Kenosha Literacy Council Board of Directors by a unanimous vote on Monday, September 15, 2014 at a regularly scheduled board meeting.

Section 8: 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*
☑ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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 pre- and post-tests administered by KLC staff and subsequent goal-setting, for the purpose of improving their English skills, job opportunities and their participation in the community. 30 volunteer tutors will be recruited and complete KLC's tutor training process.

Section 9: Application Submission Checklist

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

- [x] Completed application (including budget and signed checklist)
- [x] Outcome Performance Measurement Document
- [ ] Map with geographic location and service area (if necessary)
- [x] Latest audited financial statements
- [x] Endorsing resolution

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [x] Non-Profit Certificate of Incorporation and By-Laws
- [x] Non-Profit Mission Statement; date of Mission Statement Nov. 2004
- [x] Current Agency Plan; date of Plan 2013
- [x] List of Board of Directors
- [x] Non-Profit's most recent Annual Report
- [x] Non-Profit 501C(3) Certification

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	SIGN HERE	September 29, 2014
Signature of Authorizing Official		Date
Cheryl Hernandez, Executive Director		262-654-7323
Typed Name and Title of Authorizing Official		Phone
Vincent Incandela	SIGN HERE	September 29, 2014
Signature of Authorizing Official		Date
Vincent Incandela, President, KLC Board of Directors		262-925-8154
Typed Name and Title of Authorizing Official		Phone

ATTACHMENT C

KENOSHA LITERACY COUNCIL
VISION & MISSION STATEMENTS

Vision of the KLC:

Help KLC learners develop into literate citizens who perform at their highest potential and contribute to their communities.

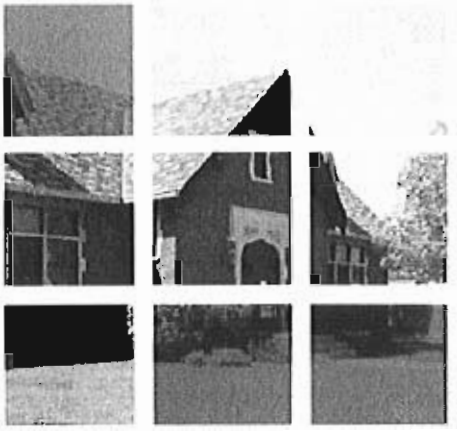
Mission of the KLC:

Provide and promote literacy education in English to adults in Kenosha County with the assistance of trained volunteers.

Kenosha Literacy Council
2014-2015 Board of Directors
Updated: July 2014

Name	Email Address	Address	Occupation	Phone	Bd. Term	Officer Term
Vince Incandela President	vincandela@lmipackaging.com	8911 – 102nd Street Pleasant Prairie, WI 53158	V.P. of Employee & Community Engagement, LMI Packaging Solutions	(262) 925-8154	2013-2016	President: 2013-2016
Ellen Melyon Vice President	emelyon@kenosha.lib.wi.us	812 56th Street Kenosha, WI 53140	Head of Collection Dept., KPL	(262) 564-6327	2012-2015	Vice President: 2013-2016
Adelene Greene Treasurer	adelene.greene@kenoshacounty.org	8600 Sheridan Road Kenosha, WI 53143	Director, Kenosha County - DWD	(262) 697-4564 (direct line)	2012-2015	Treasurer: 2012-2015
Daphne Ursu Secretary	dursu@kenoshanewa.com	5800 7th Avenue Kenosha Wi 53140	Kenosha News, Human Resources Manager	(262)656-6360	2013 2016	Secretary: 2014-2017
Terri Chardukian	terri.chardukian@bmo.com	7535 Pershing Blvd Kenosha, WI 53142	Mortgage Banker, BMO Harris	(262) 697-3843	2013-2016	
Ashleigh Henrichs	ahenrichs@wi.rr.com	9631 84th Place Pleasant Prairie, WI 53158	Grants Coordinator, A Safe Place	(262) 496-4605	2013-2016	
John Hogan	jhogan@dooleyandassociates.com	6520 67th Street Kenohsa, WI 53142	Director of Digital Media, Dooley & Associates	(262) 925-4769	2013-2016	
Chris Isaacson	cisaacson@bgckenosha.org	1330 52nd St.Kenosha Wi 53140	Director of Youth Employment Boys And Girls Club of Kenosha	(262)653-7342	2014-2017	
Rolly Peckus	rolly@knightbarry.com	7991 Sheridan Road Kenosha, WI 53143	Knight Barry Title Insurance	(262) 657-2599	2013-2016	
Tracey Pelishek	tpelishek@kenoshanews.com	5800 7th Avenue Kenosha, WI 53140	Kenosha News, Assistant Controller	(262) 656-6312	2013-2016	

Read. Succeed. Lead.
Kenosha Literacy Council



Vision & Mission

Established in 1965, the Kenosha Literacy Council envisions a community where adult learners develop into literate citizens who are able to perform at their highest potential and contribute to their communities. The Council works to accomplish this by providing and promoting literacy education in English to adults in Kenosha County with the assistance of trained volunteers.

Services & Programs

Drop-in Tutoring: Tutoring is held at the Council four days a week. Students are matched with tutors and work on individualized education plans .

One-on-One Tutoring: A volunteer tutor is paired with a student and works with them weekly, at the library or another public place.

Small Group Classes: Led by trained volunteer tutors, these classes give students the opportunity to practice English conversation and vocabulary.

ELL Civics Class: Experiential learning methods are used to explore important topics like public schools, health, finance, safety, housing and government.

Literacy @ Work: Students use computers to learn about online job searches, applications and how to create a resume.

Citizenship Class: This class prepares learners for the naturalization test & interview.

Volunteer Tutor Training: Training sessions for new tutors are held regularly.

Contact

2419 63rd Street, Kenosha, WI, 53143
www.kenoshalit.org
Office Hours: Mon—Thurs 9 a.m. to 5 p.m.
Phone: (262) 654-7323
Fax: (262) 654-7262

Kenosha Literacy Council Quick Facts

- According to 2010 U.S. Census data, 13.3% of Wisconsin adults aged 18-24 have not completed a high school diploma or equivalent. 9.9% of adults ages 25+ have not graduated from high school. 46.4% of Wisconsin's foreign-born population over five years old "does not speak English very well."
- During the 2012-13 year, a total of **590** adult learners from **39** different countries participated in over 15,060 hours of programming.
  - **64%** of learners who participated in at least 60 hours of instruction advanced one educational level.
  - **34%** of learners who participated for more than six months, found employment and/ or enrolled at GTC.
  - **95%** of citizenship student passes the practice test.
- **207** volunteer tutors were utilized in 2012-2013. KLC's volunteers provided **$175,000** worth of service to our community!

At the Kenosha Literacy Council students are learning much more than how to read; they are learning to become leaders in their families and in our community!

United Way

wisconsin-literacy

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: City of Kenosha

Project Title: Elimination of Blighted Structures

Category: HOUSING, NEIGHBORHOOD IMPROVEMENT/ ECONOMIC DEVELOPMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities

	Yes	No
➢ Provide Decent Affordable Housing	☐	☐
➢ Create Suitable Living Environment for LMI Persons	☑	☐
➢ Create Economic Opportunity	☐	☐
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 100,000.00

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

Name: Tony Geliche

Address: 625 52nd Street

Kenosha, WI. 53140

Phone Number: 653-4030

E-Mail Address: tgeliche@kenosha.org

RECEIVED
SEP 26 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

2015 CDBG Application – Narrative Statements

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

   The City of Kenosha has seen an increase in the number of dilapidated housing and commercial structures. By providing funding for the acquisition (if necessary) and demolition of those structures, the City can begin to address these structures.

2. ***Provide objective evidence to illustrate the problem (i.e., How many homeless individuals are there and how long have they been homeless.)***

   The City currently has an inventory of ____ properties that are considered "candidates" for demolition.

3. ***What is the goal of the project?***

   The goal of the project would be to eliminate the properties that are contributing to the decline of the neighborhoods.

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

   The removal of substandard property will eliminate blight in the neighborhoods.

5. ***Who will benefit from this project?***

   The residents of the City will benefit from the removal of the blighting influences within their neighborhoods.

6. ***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.)***

   Success will be measured by the increase in property values in the neighborhood, a decrease in code violations reported in the area and the improvement of the appearance of the area affected.

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

   Actual properties have not been identified at this time.

2. **National Objective:** Elimination of a Slum or Blighted Condition:

a) What is the condition addressed by your project? (e.g., deteriorated buildings, lack of adequate infrastructure, etc.)

Deteriorated, blighted buildings will be removed through the use of the CDBG funds.

b) Describe the strategy that will be implemented to address the conditions described above.

Identified blighted structures will be analyzed to determine if the proper course of action is demolition.

Type of Project (Check only one)

1. Housing Project	☐	Go to and Complete Pages 6, 12-19
2. Public Improvement Project	☑	Go and Complete Pages 7, 12-19
3. Public Service Project	☐	Go and Complete Pages 8, 12-19
4. Facilities Project	☐	Go and Complete Pages 9, 12-19
5. Economic Development Project	☐	Go and Complete Pages 10, 12-19
6. Planning/Management Project	☐	Go and Complete Pages 11-19

Section 3: Project Development

This question is designed to help the Department determine the readiness of your project. Please answer questions for the type of project you checked on Page 2.

1. **Housing Project:**

a) Describe the impact/benefit this project will have on the area:

Removal of substandard structures will provide for increased economic viability

b) What are the long term plans for the area where this project is located?

To stabilize the neighborhoods in which blighted properties are located.

c) Describe projects undertaken during the past three years (i.e., location, impact on neighborhood, who has benefited, etc.):

Construction of single-family housing has help stabilize the neighborhoods.

d) Is the proposed project contained in:

	Yes	No
Consolidated Plan	✓	
Neighborhood Plan		✓
Neighborhood Revitalization Strategy	✓	
Area Plan		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____)		✓

e) Will a review of your project be required by:

Neighborhood Services & Inspections	✓	
City Plan Commission		✓
Zoning Board of Appeals		✓
Other (Specify) _____		✓

f) Who will be responsible for the oversight of this project?

CD &I Staff

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

Go to and complete pages 12-19

2. **Public Improvement Project:**

	Yes	No
a) Have you retained the services of a consultant? If yes, check appropriate box:	☐	☑
☐ Engineer ☐ Landscape Architect ☐ Architect ☐ Planner		
Was a Request for Proposal used?	☐	☐
b) Do you have completed architectural drawings?	☐	☑
c) Do you have completed bid documents?	☐	☑
d) Is the proposed project contained in:		
Consolidated Plan	☑	☐
Neighborhood Plan	☐	☑
Neighborhood Revitalization Strategy	☑	☐
Area Plan (Provide supporting evidence labeled as Attachment _____)	☐	☑
d) Will a review of your project be required by:		
Neighborhood Services & Inspections	☑	☐
City Plan Commission	☐	☐
Zoning Board of Appeals	☐	☐
Other (specify) _____	☐	☐
e) Are you aware of any other current or proposed projects such as County, Federal, or State that may affect the timing of your project? If yes, please list the project(s), estimated date(s) of construction, and agency(ies) responsible for the project:	☐	☑

f) Who will be responsible for the implementation?

CD & I staff

g) List the time frame for the project.

On-going

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$100,000.00
Source: City of Kenosha CIP	$100,000.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$100,000.00
TOTAL REVENUE:	$200,000.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Acquisition/Demolition	$100,000.00	$100,000.00	$200,000.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$100,000.00	$100,000.00	$200,000.00

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

Section 5: Budget Continued

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

   With less funding, fewer blighted properties will be removed.

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

   Yes, less service will be provided.
   It is anticipated that funding from the CIP and CDBG will provide enough funding to begin to address the blighted properties located within the City of Keosha.

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

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 8: 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*
☐ Enhance suitable living environment through new/improved accessibility	☐ Enhance suitable living environment through new/improved accessibility	☑ Enhance suitable living environment through new/improved accessibility
☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability	☐ Create decent housing with new/improved availability
☐ Provide economic opportunity through new/improved accessibility	☐ Provide economic opportunity through new/improved accessibility	☐ 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.

4 blighted structures will be removed.

Section 9: 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

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [ ] Non-Profit Certificate of Incorporation and By-Laws
- [ ] Non-Profit Mission Statement; date of Mission Statement _____
- [ ] Current Agency Plan; date of Plan _____
- [ ] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [ ] Non-Profit 501C(3) Certification

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.)***

SIGN HERE	September 25, 2014
Signature of Authorizing Official	Date
Jeffrey B. Labahn, Director of Community Development	262.653.4030
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	September 25, 2014
Signature of Authorizing Official	Date
Frank J. Pacetti, City Administrator	262.653.4000
Typed Name and Title of Authorizing Official	Phone

City of Kenosha
Community Development Block Grant Application
Fiscal Year 2015

Applicant: City of Kenosha

Project Title: Program Administration/Comprehensive Planning

Category: PLANNING / MANAGEMENT

(This line will be completed by City Staff)

Address Allocation Plan Priorities	Yes	No
➢ Provide Decent Affordable Housing	☐	☑
➢ Create Suitable Living Environment for LMI Persons	☐	☑
➢ Create Economic Opportunity	☐	☑
➢		

NOTE: While priority will be given to the above, proposals that do not address these priorities will still be accepted.

Amount of CDBG Funds Requested $ 184,253.00

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

Name: Tony Geliche

Address: 625 52nd Street

Kenosha, WI. 53140

Phone Number: 653-4030

E-Mail Address: tgeliche@kenosha.org

RECEIVED
SEP 26 2014
DEPARTMENT OF
COMMUNITY DEVELOPMENT & INSPECTIONS

6. Planning/Management Project (Plans/Studies):

a) Describe the impact this project will have on the community:

Administration of the CDBG Program is required. Comprehensive planning efforts allow for the completion of neighborhood plans and smaller area plans.

b) Describe the stage or phase this project is in:

Ongoing.

c) Is the proposed project contained in:

	Yes	No
Consolidated Plan	✓	
Neighborhood Plan		✓
Neighborhood Revitalization Strategy Area		✓
Area Plan		✓
Agency Plan (Provide supporting evidence labeled as Attachment _____.)		✓

d) Have you retained the services of a consultant?

	Yes	No
If yes, check appropriate box:		✓
If no, will the services be retained?		

☐ Engineer ☐ Landscape Architect
☐ Architect ☐ Planner

e) Will a review of your project be required by:

	Yes	No
City Plan Commission		✓
Other (Specify) _____		✓

f) Who will be responsible for the oversight of this project?

Communityy Development staff.

Go to and complete pages 12-19

Section 5: 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:	
Funding sources: (CDBG, County, United Way, Fundraisers, etc.)	*Amount*
Source: CDBG	$184,253.00
Source: City Tax Levy/HOME	$1,607,583.00
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Source:	
Subtotal = Funding sources:	$1,791,836.00
TOTAL REVENUE:	$1,791,836.00

EXPENSES:			
Type of Expense *(Salaries, Program Supplies, Utilities, etc.)*	***CDBG Funds***	***Other Funds***	***Total Amount***
Expense: Operating	$184,253.00	$1,607,583.00	$1,791,836.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
Expense:			$0.00
TOTAL EXPENSES:	$184,253.00	$1,607,583.00	$1,791,836.00

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

Section 5: 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 same level of service will be provided.

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

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
City of Kenosha Tax Levy/HOME	$1,607,583.00

NOTE: CDBG WILL NOT FUND 100% OF PROJECT COSTS

Section 9: 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

The following items are also required for Non-Profit applications submissions. Please make sure all attachments are labeled.

- [ ] Non-Profit Certificate of Incorporation and By-Laws
- [ ] Non-Profit Mission Statement; date of Mission Statement _____
- [ ] Current Agency Plan; date of Plan _____
- [ ] List of Board of Directors
- [ ] Non-Profit's most recent Annual Report
- [ ] Non-Profit 501C(3) Certification

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.)***

SIGN HERE	September 25, 2014
Signature of Authorizing Official	Date
Jeffrey B. Labahn, Director of Community Development	262.653.4030
Typed Name and Title of Authorizing Official	Phone
SIGN HERE	September 25, 2014
Signature of Authorizing Official	Date
Frank J. Pacetti, City Administrator	262.653.4000
Typed Name and Title of Authorizing Official	Phone