



Agenda

DATE 2/13/13 TIME 2:37a
SERVED BY Kym Dicome
RECEIVED BY [Signature]

COMMUNITY DEVELOPMENT COMMISSION MEETING

Wednesday, February 20, 2013
3:00 p.m. – 5:00 p.m.

Main Post Office
120 South Federal Place
Main Conference Room
Third Floor, Room 326

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of the February 6, 2013 Minutes
5. Presentation by Youth Works!
6. Discussion and Decision of 2013-2014 CDBG funded Projects and Allocations
7. Items from the Commission
8. Items from the Floor
9. Adjournment

An interpreter for the hearing impaired is available through the City Clerk's office upon five days notice.
Please contact 955-6521 for scheduling.

INDEX OF
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION

February 20, 2013

| <u>ITEM</u> | <u>ACTION</u> | <u>PAGE (S)</u> |
|--|-------------------------------|------------------------|
| CALL TO ORDER | | 1 |
| ROLL CALL | Quorum | 1 |
| APPROVAL OF AGENDA | Approved | 1 |
| APPROVAL OF THE FEBRUARY 6, 2013 MINUTES | | |
| | Postponed | 2 |
| PRESENTATION BY YOUTH WORKS! | | 2-3 |
| DISCUSSION AND DECISION OF 2013-2014 CDBG FUNDED PROJECTS AND ALLOCATIONS | Motions (s) passed | 3-5 |
| ITEMS FROM THE COMMISSION | None | 5 |
| ITEMS FROM THE FLOOR | None | 5 |
| ADJOURNMENT | Adjourned at 4:30 p.m. | 5-6 |

MINUTES OF THE
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION MEETING

Santa Fe, New Mexico

February 20, 2013

A meeting of the City of Santa Fe Community Development Commission was called to order by Councilor Rebecca Wurzbarger, Chair on this date at 3:00 p.m. in the Main Post Office, Main Conference Room, Third Floor, Room 326, 120 South Federal Place, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum for conducting official business as follows:

Members Present:

Councilor Rebecca Wurzbarger, Chair
Rusty Tambascio, Vice Chair
Chris Graeser
John Padilla
Silas Peterson

Member(s) Absent:

Annette Thompson-Martinez, excused

Staff Present:

Kym Dicome, Housing and Community Development Department

Others Present:

Lilia Diaz, YouthWorks
Michael Santillanes, YouthWorks Education Director
Ignacio Velarde, YouthWorks
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

Commissioner Tambascio moved to approve the Agenda as published. Commissioner Padilla seconded the motion. The motion passed unanimously by voice vote.

APPROVAL OF THE FEBRUARY 6, 2013 MINUTES

Approval of the Minutes of the February 6, 2013 Meeting was postponed.

PRESENTATION BY YOUTH WORKS!

[Copies of the funding request application were distributed. A copy is hereby incorporated to these Minutes as Exhibit "A".]

YouthWorks is requesting \$25,000 in CDBG funding for the Hopewell Youth Development Program. The Hopewell Youth Development Program is comprised of a targeted outreach plan and deployment of a proven set of youth development services to low-income and disconnected youth in Census Tract 10.02. This area is the lowest income Census Tract in the city with a high proportion of Hispanic youth, and a GED or high school graduation rate of below 50% among the 18-24 year old age group. CDBG funds will provide for direct outreach activities to this neighborhood and fund additional enrollment for GED education, job placement services, as well as provision of case management services, life skills education, counseling and regular targeted outreach to the neighborhood.

Ms. Diaz, Mr. Santillanes and Mr. Velarde presented the information regarding the request for funding, from the Application, which was distributed in the members' packets.

Mr. Velarde explained that he was unable to attend high school due to the fact that his mother is ill and he is her caretaker. He said YouthWorks has given him an opportunity to continue his education and really works for him. He said he would be getting in trouble if he did not have this.

YouthWorks has served thousands of youth while expanding youth development opportunities that include high impact interventions, youth advocacy, alternative education, leadership training and employment connections for youth and young adults, critically improving the health of the community and the positive youth outcomes.

Ms. Diaz noted that New Mexico has the second highest drop-out rate in the nation. Santa Fe has a high school graduation rate of less than 50% with some participants dropping out as early as middle school.

Commissioner Peterson asked what the \$25,000 CDBG funding would be used for.

Ms. Diaz said the \$25,000 would go towards salaries of the Education Director and math teacher and the idea is to bring in a full-time teacher.

Mr. Santillanes mentioned that a portion of his salary is paid out of a grant from the YouthBuild program.

Chair Wurzbarger asked how many students they are anticipating that they will work with.

Mr. Santillanes said they are anticipating that they would be able to also serve 75 additional students.

Staff will conduct quarterly outreach activities within the Hopewell neighborhood including door-to-door canvassing and neighborhood-based outreach events designed to inform residents about the array of services available.

Commissioner Tambascio asked what other funding sources they have applied to.

Ms. Diaz said they receive funding from the McCune Foundation and private donors but the funding has been proportionally reduced.

Commissioner Tambascio mentioned that the Civic Housing Authority has funding to redo some of their buildings and possibly YouthWorks could work with them and participate in some way.

Ms. Diaz said OK, thank you.

Commissioner Padilla asked where they are seeing the majority of the students dropping out from.

Ms. Diaz said a lot are coming from Capitol High School and Santa Fe High School and again some have dropped out as early as middle school.

Mr. Santillanes said a lot of their participants come out of the Hopewell-Mann area because there is a lot of gang activity, drugs and poverty that go through this area. All this combined gets in the way of the traditional education system and education is not a real viable option for these students.

DISCUSSION AND DECISION OF 2013-2014 CDBG FUNDED PROJECTS AND ALLOCATIONS

Commissioner Tambascio recused herself from discussion and voting on the Homewise CDBG application request having declared a conflict of interest.

[Copies of Staff Analysis and Recommendations for 2013-2014 CDBG Projects were distributed in the Commissioners' packets. A copy is hereby incorporated to these Minutes as Exhibit "B". Please see Exhibit "B" for the specifics.]

Ms. Dicome reviewed her summary and analysis on each CDBG funding request. She noted that the estimated Allocation for 2013-2014 is expected to be \$465,660 – Admin = **\$372,528** (of which 15% allowed for public service)

After discussion, the following recommendations were made:

Recommendations:

| | |
|--------------|---|
| Homewise DPA | \$100,000 with the condition that at least one member of the household works within the City limits or disabled or retired. |
|--------------|---|

Commissioner Padilla moved to approve Homewise (DPA) at \$100,000 with the condition that at least one member of the household works within the City limits or disabled or retired. Commissioner Peterson seconded the motion. The motion passed. (1 abstention/recusal-Commissioner Tambascio)

| | |
|-------------------|-----------|
| Housing Trust DPA | \$ 80,000 |
| Habitat DPA | \$ 80,000 |

| | |
|----------------|--|
| Stagecoach Inn | \$ 4,880 (+\$121,272 '12-'13 allocation – \$126,152) |
| Girls Inc. | <u>\$ 40,148</u> |
| | \$305,028 |

| | |
|-----------------|--|
| Public Service: | |
| YouthWorks | \$12,500 with the condition that the outreach program services kids living in the Hopewell Mann census tract; and that documentation of their residency is obtained, as well as income verification. |

Commissioner Padilla moved to approve YouthWorks at \$12,500 with the condition that the outreach program services kids living in the Hopewell Mann census tract; and that documentation of their residency is obtained, as well as income verification. Commissioner Graeser seconded the motion. The motion passed unanimously by voice vote.

| | |
|----------------|---|
| Youth Shelters | \$ 10,000 |
| SFPS | \$ 15,000 |
| Kitchen Angels | <u>\$ 30,000</u> |
| | \$ 67,500 (max allowed \$69,850) |
| | \$372,528 |

Commissioner Graeser moved to accept staff's recommendations for the 2013-2014 CDBG projects, as presented. Commissioner Tambascio seconded the motion. The motion passed.

The following organizations were *not* funded:

Habitat (Rehabilitation project): The Commission approved funding the Down Payment Assistance Request for \$80,000 but did not approve any funding for the Home Rehabilitation (Rehab) request. The reasons for not funding the Rehab were two-fold: Habitat received funding in 2012 for energy improvements, which was the first time the organization has requested Rehab monies. Also, Habitat received an allocation from MFA for Home Improvement through the HOME program, so there are monies for rehab in 2013-2014.

St. Elizabeth's Shelter: Solar energy system at the Men's' Shelter on Alaird Street. With the continuing reduction of the CDBG allocation, the highest priorities must be funded and those involve housing in accordance with the Consolidated Plan. We anticipate a reduction in the total City's allocation by at least 8.2% from last year which is less than \$500,000. This request was for 30% of the total allocation and it does not address a high priority City need.

City of Santa Fe – installation of a PV system at Fire Station #8 in the Tierra Contenta Subdivision: While the Commission emphasized the importance of such energy savings projects, but with the proposed cuts in the allocation and the highest priorities of the City's Consolidated Plan is addressing housing needs, the Commission decided that the applicant should look to other funding sources for this worthwhile project.

Heroes Housing Alliance: While this proposal would address an important housing need, the proposal itself has too many gaps in proving it is cost effective; and there are too many gaps in funding sources for the project. The request was for more than 50% of the proposed allocation for all of the City's CDBG projects, which is a large amount to put towards one project, especially one that lacks definite use of the funds.

Commissioner Peterson moved *not* to fund the above list of projects. Commissioner Padilla seconded the motion. The motion passed unanimously by voice vote.

ITEMS FROM THE COMMISSION

There were no items from the Commission.

ITEMS FROM THE FLOOR

There were no items from the floor.

ADJOURNMENT

Its business being completed, Commissioner Peterson moved to adjourn the

Community Development Commission
Meeting: February 20, 2013

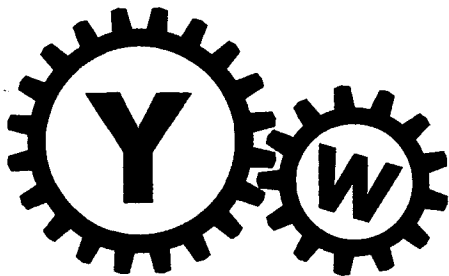
meeting, Commissioner Graeser seconded the motion, the meeting adjourned at 4:20 p.m.

Approved by:

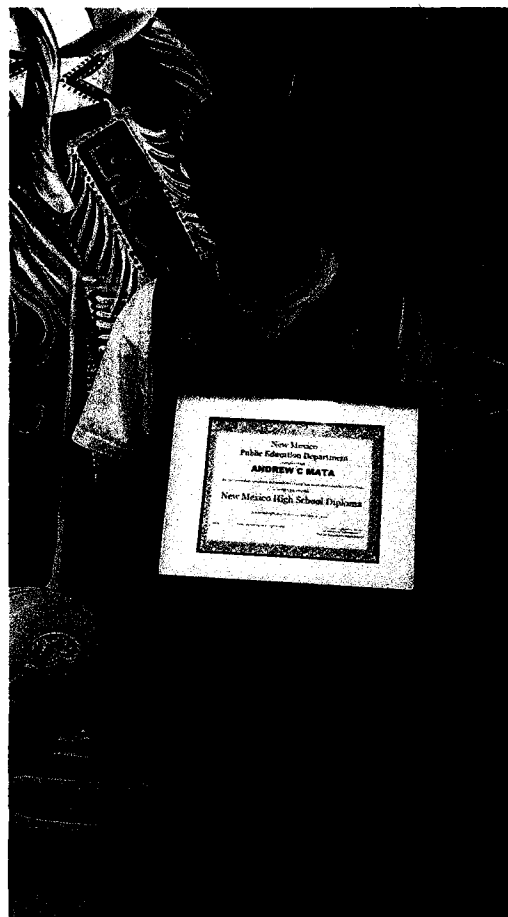
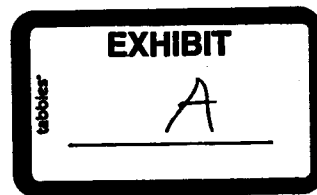

Councilor Rebecca Wurzburger, Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer



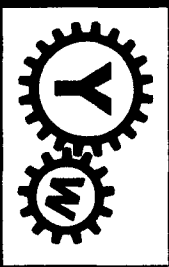
CDBG Application



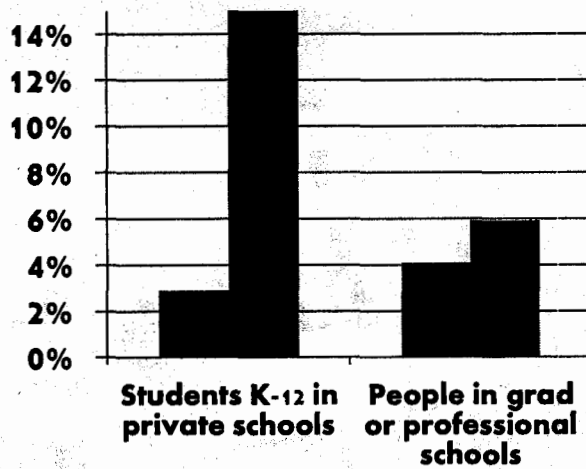
FY 2013-2014 Grant Year



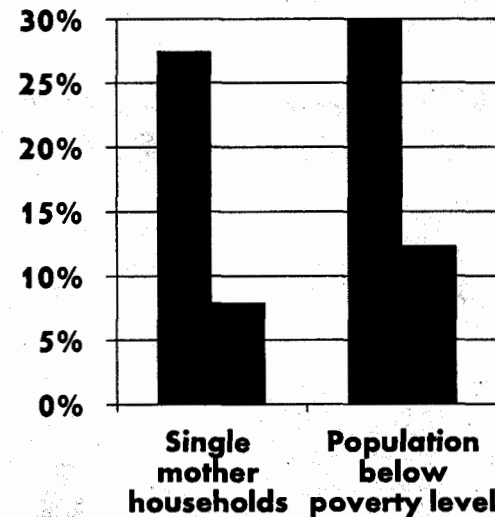
Hopewell Youth Development Program



Hopewell



■ Hopewell
■ Santa Fe



■ Hopewell
■ Santa Fe

Hopewell is a primarily low income neighborhood centrally located between the major intersections of Cerrillos Rd and St. Michaels Drive. Housing is predominantly composed of public housing and rentals, with only 13% of homes being owned.¹

Only 32.8% of Hopewell residents have graduated high school, which is far below the 50% average in Santa Fe.² Even fewer pursue any post secondary education, creating an employment and income disparity. For instance, people with professional degrees can earn up to 6x more than people who do not graduate from high school.³

1) <http://www.city-data.com/neighborhood/Hopewell-Santa-Fe-NM.html>

2) http://www.corelogic.agentachieve.com/Community/NM/Santa_Fe/Hopewell/Demographics/

3) http://www.huffingtonpost.com/steven-strauss/the-connection-between-ed_b_1066401.html



Lost Ones

New Mexico has the second highest drop out rate in the nation. Santa Fe has a high school graduation rate of less than 50% with some YouthWorks participants dropping out as early as middle school. In order to build a stronger community, attention needs to be directed towards not only prevention but also providing alternative education options for those that no longer view traditional schools as a choice.



For the Future

Our multifaceted approach provides the services necessary for youth to learn basic math, writing, comprehension, and soft skills needed to complete the GED and move on to better educational and work opportunities. This is the first step towards a better future and the path towards achieving post secondary education.

YW Supports The Area:

- Through investment in the educational development of youth in Santa Fe, which translates into a larger pool of qualified workers to help in the City's efforts to revive and redevelop the St. Michael's Drive corridor;
- By being a core organizational partner of the Re:Mike project and becoming further engaged in the area;
- Becoming a valuable location in the area for youth, which was made possible in part to past CDBG investment towards the YouthWorks facility in this neighborhood.

YouthWorks

21 GED graduates in the last year

**25 youth enrolled in full-time college this semester,
3 in four year universities**

More than 120 youth apprenticed with local businesses since 2006

**82 percent graduation rate in
nationally recognized YouthBuild Project**

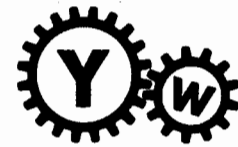
Over 40 River Restoration jobs created this year

**Member of the
Whitehouse Initiative on Educational Excellence for Hispanics**

**Over 600 Santa Fe youth served hot meals everyday
through YW Culinary Program at Tierra Encantada and ATC Charter Schools
providing training for 14 young people**

2012 Accomplishments

Next Steps



- **YouthWorks continues to increase its capacity to effectively impact the lives of more and more youth. Located in the Hopewell area, YouthWorks has a targeted outreach plan to engage youth from the area in development services, including GED classes, job placement services, college enrollment as well as case management, life skills training, and counseling.**



City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909

CDBG Application

FY 2013-2014 GRANT YEAR

STARTING JULY 1, 2013

Application Deadline: 12 PM February 1, 2013

If you have questions, please contact the CDBG Planner, Kym E. Dicome at (505) 955-6574.

1. If an agency is requesting funding for more than one Activity, a separate application must be submitted for each Activity.
3. Please provide a total of **eight (8)** applications: **one (1) original and seven (7) copies. Only one copy of the attachments listed in Section G needs to be included.**
4. Applications are due by **12:00 p.m., Friday February 1, 2013**. Any applications received by the Office of Affordable Housing after this time will not be accepted.
5. The City will not accept faxed or emailed applications. You may deliver the application to the City of Santa Fe – Office of Affordable Housing/HCDD at Room 314 in the Federal Post Office Building (120 Federal Place). Or Mail applications to:
CDBG
City of Santa Fe – Office of Affordable Housing/HCDD
P.O. Box 909
Santa Fe, New Mexico 87504-0909
6. While the City of Santa Fe makes every reasonable effort to inform the community of this RFP, we assume no responsibility for failure to inform all interested parties of its availability. The City reserves the right to reject incomplete and unresponsive proposals or deny future funding to existing/prior applicants who have been unresponsive in carrying out the grant requirements as stated by the City and the US Department of Housing and Urban Development (HUD). This RFP is a solicitation of proposals only; no offer of contract or funding is implied. Costs incurred by the respondent in preparation and completion of this RFP are not the City's obligation and may not be reimbursed through grant funds.

2013-2014 CDBG Application

Date /Time received RECEIVED FEB 01 2013 (City Staff)

Agency/OrganizationName: Santa Fe ;YouthWorks!

Project/Activity Name: Hopewell Youth Development Program

Project Address/Location: N/A

Project Service Area (if applicable): Census Tract 10.02

Project Eligible Activity

CDBG funds can be used for specific Eligible Activities as outlined in the Overview. Select **one** Type of Eligible Activity category that best describes your Project.

Type of Eligible Activity (check one)

| | | | |
|--------------------------------|--------------------------|--------------------------|-------------------------------------|
| Housing Rehab | <input type="checkbox"/> | Homeownership assistance | <input type="checkbox"/> |
| Other Real Property Activities | <input type="checkbox"/> | Economic Development | <input type="checkbox"/> |
| Public Facilities/Improvements | <input type="checkbox"/> | Public Service | <input checked="" type="checkbox"/> |

Brief Project Description:

The Hopewell Youth Development Program is comprised of a targeted outreach plan and deployment of a proven set of youth development services to low-income and disconnected youth in Census Tract 10.02. This area is the lowest income Census Tract in the city with a high proportion of Hispanic youth, and a GED or high school graduation rate of below 50% among the 18-24 year old age group. CDBG funds will provide for direct outreach activities to this neighborhood and fund additional enrollment for GED education, job placement services, as well as provision of case management services, lifeskills education, counseling and regular targeted outreach to the neighborhood.

Applicant Address:

1000 Cordova Pl. #415

Santa Fe, New Mexico 87505

Email address: melynn@santafeyouthworks.org

Phone #: 505-989-1855

Fax: 505-424-3509

Project Budget:**Total Cost of Project/Activity****\$ 65,500****Total CDBG Funds Requested:****\$ 25,000****Organizational Background****The following information is required:****Federal Tax Id #**85-0480524**DUNS #**133770532

Only federally registered 501(c) (3) or (6) Non-profit organizations, governmental entities or educational institutions may apply. Check which type of organization you represent:

 X Registered non-profit. *Please attach a copy of the IRS determination letter*

 Government Entity

 Educational Institution. *Please attach IRS determination of exempt status*

Under Federal or State law does your proposed project require a license or certificate to operate?

 YES (attach a copy of the license or certificate) X NO

Has your organization received CDBG for this specific activity/project from the City of Santa Fe?

 YES X NO

If YES, list the Fiscal Years, amounts of the funding and any carry forward* or unspent amounts at the end of the Fiscal Year:

| YEARS | TOTAL CDBG FUNDING | CARRY FORWARD/UNSPENT* |
|------------|----------------------------------|------------------------|
| 2012 -2013 | | |
| 2011-2012 | \$133,000 (facility acquisition) | \$0 |
| 2010-2011 | | |
| 2009-2010 | | |
| 2008-2009 | | |

* Include any Program Income

Please identify key personnel that will be responsible for this project including management and staff.

| Position of Responsibility | Name (leave blank if future hire) | Contact information (include Phone and email) |
|----------------------------|-----------------------------------|--|
| Executive Director | Melynn Schuyler | 505-989-1855 melynn@santafeyouthworks.org |
| Education Director | Michael Santillanes | 505-989-1855 mike@santafeyouthworks.org |

Activity Budget Breakdown by Funding Sources:

This section is important because all funding sources must be reported. Identify whether the source is secured or proposed.

| FUNDING SOURCE | AMOUNT | SECURED | PROPOSED |
|----------------------------------|----------|---------------------|-----------------|
| State/City Funds (list below) | | | |
| CDBG | \$25,000 | | \$25,000 |
| City Youth and Family Services | \$6,000 | | \$6,000 |
| City Apprenticeship Program | \$7,500 | \$3,750 (2013) | \$3,750 (2014) |
| Private Funds- Foundation Grants | \$17,000 | \$6,500 (2012-2013) | \$10,500 (2013) |
| Other (list below) Fundraiser | \$10,000 | \$3,500 (2012) | \$6,500 (2013) |
| Total | \$65,500 | \$13,750 | \$51,750* |

*Due to the half-year cycle of City contracts, much of our 2014 funding has yet to be applied for, but the organization has an exemplary track record at regularly securing funding and has many regular foundation supporters and dedicated private donors.

HUD CDBG National Objectives Criteria:

Applicants seeking CDBG funding from the City of Santa Fe must propose activities designed to meet the HUD National Objective of providing a direct benefit to low-moderate-income persons.

1. Please select one of the following CDBG eligibility categories for your proposed project.

☒ **Low- Moderate-Income Area Benefit:** An activity that benefits all residents in a particular area where at least 51% of the residents are low- and moderate-income persons as determined by the most recently available decennial Census information or other statistically reliable standards as approved by HUD.

☐ **Low- Moderate-Income Limited Clientele:** Activities that benefit a limited clientele, at least 51% of whom are low /mod income persons. Activities under this category require documentation on family size and income **OR** must benefit a Limited Clientele that is generally presumed to be principally low- and moderate-income (abused children, battered spouses, elderly persons, severely disabled adults, homeless persons, illiterate adults, persons living with AIDS and migrant farm workers).

☐ **Low- Moderate-Income Housing:** An activity undertaken for the purpose of providing or improving permanent residential structure(s) which, upon completion, will be occupied by low- and moderate-income households.

☐ **Low- Moderate-Income Job Creation or Retention Activity:** An activity designed to create or retain permanent jobs, at least 51% of which will be made available to or held by low- and moderate-income persons.

2. Please identify the Objective and Outcome your proposed activity will help accomplish (select one in each category):

Objective:

- ☐ Create suitable living environment
☐ Provide decent affordable housing
☒ Create economic opportunity

Outcome:

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

3. Please circle yes or no to each of the following. Is the purpose of this activity to:

Help prevent homelessness? Y N Help those with HIV/AIDS? Y N
 Help the homeless? Y N Primarily help persons with disabilities? Y N

4. Project the number of total persons / households that will benefit from implementation of this Activity: (Fill in Households OR Persons depending on the type of Activity your project would be providing).

| | | |
|---|-----------|-------------|
| Total number of clients you anticipate serving: | | |
| Households: | OR | Persons: 75 |

Narratives:

Please provide a brief but detailed summary of your proposed project. This description will be used as your project summary to the Community Development Commission (CDC). It should be accurate and detailed but use only the space provided below.

The Hopewell Youth Development Program will connect ; YouthWorks! (YW) proven set of youth development services to the high-need population age 14-20, found in Census Tract 10.02. Through regular targeted outreach activities we aim to increase enrollment in our suite of programs, particularly our innovative literacy and numeracy-based GED education and tutoring programs. YW staff will conduct quarterly outreach activities within the Hopewell neighborhood including door-to-door canvassing and neighborhood-based outreach events designed to inform residents about the array of services available. Services available to youth will be centered around YW GED education and tutoring program that is based on a standardized entrance assessment tool. This will be coupled with other YW services including college enrollment and financial aid application assistance, job training and placement for our numerous work crews and apprenticeship programs, lifeskills development and harm prevention education, counseling services, and overall case management activities. To track the effectiveness and impact of this program, sign in sheets will be collected at outreach events and a referral source will be tracked for all new program participants. Additionally, program participants and outcomes will be grouped by address to track the number of youth coming from Census Tract 10.02. A final report about project impact and outcomes will be provided to the City of Santa Fe following the conclusion or the program in July 2014.

What specific community need(s) or issue(s) is your project designed to address? Please include how it will address the National Objective, Outcome and Objective, and Eligible Activity as described in this application and the Overview.

Santa Fe's youth face multiple challenges in their transition to successful adulthood. The dropout rate in Santa Fe currently hovers around 50%, nearly five times the national average. Many marginalized young people lack the basic employment experience, life skills, leadership development opportunities, and access to continuing education that would enable them to secure meaningful work. This is particularly true for Census Tract 10.02, which is among the youngest and lowest income in Santa Fe. Within this neighborhood 67% of the population is Hispanic and 25.7% are under the age of 20. Over 80% of households earn less than \$50,000 a year and 26.9% live in poverty. Census data tells us that among 18-24 year olds, half have not completed high school or a GED. The same Census income data shows that in 2010, the median income in this census tract for non-high school degree or GED earners is \$12,750, while the median income for high school degree or GED holders is \$18,958, an increase of over \$6,000 per year that can be directly linked to completion of high school or GED. By providing access to GED education and tutoring, employment services this program will help alleviate poverty and provide positive life tracks for high-risk youth. This program meets CDBG eligibility by providing a youth development public services benefit to an area that is more than 50% low and moderate-income.

Please describe the organization in terms of its administrative capacity and its qualifying experience and length of experience with other or similar project as the proposed project. Include your organization experience with using government funding. Also identify results of any previous efforts to implement similar projects.

¡YouthWorks! was formed in 2001 to address the lack of meaningful alternative education and employment opportunities for disconnected youth in Santa Fe, while also providing harm prevention education and counseling services to the large numbers of youth in need. The organization began by launching education and employment training through the creation of the Santa Fe Youth Corps program, with funding by the NM Youth Conservation Corps. This was coupled with Life Skills Training and Counseling for youth in the Santa Fe Public Schools through partnership with the School District and the City of Santa Fe. ¡YouthWorks! has grown since its inception to have many partners and create many collaborations in the community and statewide. Since 2001, ¡YouthWorks! has served thousands of youth while expanding youth development opportunities that include high impact interventions, youth advocacy, alternative education, leadership training and employment connections for youth and young adults, critically improving the health of the community and the positive youth outcomes. In a given year the organization regularly oversees more than 20 contracts and grants on the local, state, and federal level, as well as managing over 225 youth student/trainee/employees.

Describe in detail your organization experience in government contract administration (includes record keeping, reporting, monitoring and performance measures), and knowledge of federal regulations governing acquisition, procurement, fair housing and equal opportunity, Lead Safe Housing Rule, Labor Standards (Davis-Bacon), Environmental Review, the federal regulations and standards as it relates to Federal Funding whichever are applicable to your project.

¡YouthWorks! has a 12-year history of effectively managing multiple contracts from the City of Santa Fe, the State of New Mexico, as well as the Federal Government, including a reporting and monitoring-intensive YouthBuild program funded through the Department of Labor Employment and Training Administration. The organization has existing comprehensive record keeping, reporting and monitoring structures in place for these programs and does not anticipate having to increase any of the aspects of

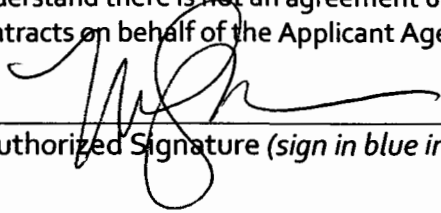
program administration for this new program offering. As a non-housing activity, this project will not trigger procurement, fair housing, Lead Safe Housing Rule, Labor Standards or Environmental review.

If you are proposing to utilize CDBG funds to pay for staff costs, please list in the table below the title of each position, whether this position will be created or exists and the percentage of their salary and benefits that will be funded by CDBG. Depending on the Activity, listing this information does not guarantee the position will be funded by CDBG. It may not be eligible. Refer to the Overview.

| PERSONNEL Position Title | New (Y/N) | % salary & benefits to be paid for with CDBG |
|-----------------------------|--------------|---|
| Education Director | N | 15% |
| GED Instructor | N | 15% |
| Case Manager/Tutor | N | 15% |
| Outreach Personnel | Y/N | 5% |

Acknowledgement

To the best of my knowledge and belief, all data in this application is true and correct. If funded, I certify that the Agency is willing and able to adhere to the policies and procedures specified by the City of Santa Fe and all applicable program regulations of the US Department of Housing and Urban Development. Further, I understand there is not an agreement until the City of Santa Fe and the individual authorized to execute contracts on behalf of the Applicant Agency has signed the contract.


Authorized Signature (sign in blue ink)

Executive Director
Title

02/01/13
Date

2013-2014 Proposed CDBG Projects



2/20/2013

| | | | | | | | | | | | | | | |
|--|-----------|--|-----------------------------------|---------|-----------------------------|--------|--------------------------|--------|--|--|---|-----------|---------------------------|-----------|
| Kitchen Angels | \$40,000 | | | | | | | | | | | | | |
| <p><u>Funding Request:</u> Funding is to help cover the cost associated with running the program and to cover the increase in clients which is anticipated to be 63 this year at a cost of \$1500 per client a year. The funds would cover salaries, wages and benefits as well as costs associated with the actual Food Service. If this is approved, Staff may request, as was done in 2009, that the billing be per meal cost. Much easier to track. This program addresses an issue that is not addressed by another organization and truly addresses a need with compassion and dignity.</p> <p><u>City Funding Sources:</u> <u>CDBG:</u> 2006 they received \$30,000 and 2110 they received an allocation of \$25,000 for the same uses. <u>AHTE:</u> have never received funding <u>City of Santa Fe Human Services:</u> have received between 18,750 and \$25,000 in the years 2008-2010, then 2010 they received \$30,000 and in 2011 \$40,000.</p> <p>CDC Notes:</p> | | | | | | | | | | | | | | |
| Public Service: | \$105,000 | | | | | | | | | | | | | |
| <table><tr><td>ESTIMATED '13-'14 CDBG Allocation</td><td>465,660</td></tr><tr><td>20% Administration (93,132)</td><td>93,132</td></tr><tr><td>15% (max) Public Service</td><td>69,850</td></tr><tr><td></td><td></td></tr><tr><td>Public facilities and infrastructure imp.</td><td>\$302,678</td></tr><tr><td>'12-'13 CDBG Carryforward</td><td>\$121,272</td></tr></table> | | | ESTIMATED '13-'14 CDBG Allocation | 465,660 | 20% Administration (93,132) | 93,132 | 15% (max) Public Service | 69,850 | | | Public facilities and infrastructure imp. | \$302,678 | '12-'13 CDBG Carryforward | \$121,272 |
| ESTIMATED '13-'14 CDBG Allocation | 465,660 | | | | | | | | | | | | | |
| 20% Administration (93,132) | 93,132 | | | | | | | | | | | | | |
| 15% (max) Public Service | 69,850 | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| Public facilities and infrastructure imp. | \$302,678 | | | | | | | | | | | | | |
| '12-'13 CDBG Carryforward | \$121,272 | | | | | | | | | | | | | |

2013-2014 Proposed CDBG Projects

2/20/2013

| City of Santa Fe – PV system on Fire Station #8 | REVISED 02/14/13 \$57,500 |
|--|---------------------------|
| <p><u>Request for Funding:</u> To fund the installation of a 35 kw PV system at Fire Station 8, which is located in a LM census tract. The proposed system will generate just over 67,000 kWhs per year which would provide roughly 90% of the facility's electric needs for the next 25 years.</p> <p><u>Funding Sources:</u> The City has received \$948,350 CDBG funding from 1985-1994 for various street improvements and parks and playgrounds. Since then the City received one CDBG allocation of \$95,961 for the solar lights in Frenchy's Park.</p> <p><u>DOE will grant \$57,500 towards this project.</u></p> <p>CDC Notes:</p> | |
| Public Facility and Infrastructure Improvements: | \$589,148 |

2013-2014 Proposed CDBG Projects

2/20/2013

| Public Service Requests | |
|---|-----------------|
| YouthWorks! Hopewell Youth Development Program | \$25,000 |
| <p><u>Summary of Request:</u> YouthWorks is requesting funding for a targeted outreach program in the Hopewell Mann area which is in a LM census tract. The CDBG funds would provide direct outreach activities to this neighborhood and fund additional enrollment for education, job placement as well as other management and counseling services. There will not be a center located there but rather the YW staff will go door to door and perform outreach events in the area. The CDBG funds would be 38% of the total funding of the project. The CDBG would use 50% of the CDBG funds towards salaries and benefits for 4 staff members but the application does not spell out what the remaining 50% (\$12,500) would fund.</p> <p><u>City Funding Sources:</u> <u>CDBG:</u> Received \$133,000 of CDBG funds towards the acquisition of their Cerrillos Road facility in 2010. In 2009, a CDBG-R contract with the Housing Trust was executed that coordinated with YouthWorks for crews of four to go to homes and perform energy audits as well as install low cost energy retrofits such as light bulbs, weatherization of windows and so forth. The contract was for \$60,000. <u>AHTF:</u> YouthWorks received \$36,480 for an Energy home improvement project that would help owners in LMI census tracts with weatherization and other energy improvements. They only spent \$800 and the remainder went back into the AHTF.</p> <p><u>City of Santa Fe Economic Development:</u> A contract is in process with Youth Works to run something they are calling the Workforce Innovation Program (WIP), which is the next evolution of the Green Collar jobs Training Program (GCJ). Like the GCJ, the new WIP will focus on placing interns with local companies at a subsidized wage. This will boost their workforce skills through on-the-job training. Core soft skills for succeeding in the workforce and GED achievement are also integrated into the program. A new addition to the program is training for starting a business, known as an entrepreneurial track of workforce development. The contract will be for just under \$200,000.</p> <p><u>City of Santa Fe Youth and Children Commission:</u> From 2008-2012 YouthWorks has received a grant from the Commission for between \$43,000 and \$50,000 a year. It is anticipated in this two year funding cycle that they will receive the same as 2012 which is \$50,000.</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

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|--|-----------------|
| Youth Shelters - Essential Life Skills | \$20,000 |
| <p><u>Summary of Request:</u> Funding would provide an agency wide targeted life skills initiative. The project would enable youths up to the age of 22 to gain the essential life skills needed to achieve safety and stability. The CDBG funds would specifically fund 50% of the salary and benefits of a Life Skills Facilitator.</p> <p><u>City Funding Sources:</u> <u>CDBG:</u> Youth Shelters received \$14,000 in 1999, \$39,750 in 2010 and \$10,000 in 2012. <u>AHTF:</u> Received \$100,000 in 2009 to assist in construction financing for the construction of Casa Libertad Transitional Living Program.</p> <p><u>City of Santa Fe Children and Youth Commission:</u> Received between \$75,000 and \$85,000 from 2008-2012. They are anticipated to receive \$85,000 in 2013-2014 for counseling and outreach programs.</p> <p>CDC Notes:</p> | |
| SFPS Adelante Graduation Project | \$20,000 |
| <p><u>Summary of Request:</u> Funding would help expand the existing Graduation Project. This program helps stabilize and promote wellbeing and achievement of secondary school students and their families experiencing homelessness. The liaisons would build relationships with the students to support their highest potential through a variety of services including bilingual. While the prosed budget for the project is \$63,662, the requested \$20,000 CDBG funding is to fund a portion of a Secondary Homeless Liaison.</p> <p><u>City Funding Sources:</u> <u>CDBG:</u> They received \$20,000 in 2010 and \$10,000 in 2012. <u>AHTF:</u> They have never received funding from AHTF. <u>City of Santa Fe Children and Youth Commission:</u> From 2008-2012 they have received between \$50,000 and \$52,000 a year and are anticipated to receive \$52,000 for 2013-2014 for operations.</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

| | |
|---|------------------|
| Heroes Housing Alliance – Public Infrastructure | \$250,000 |
| <p><u>Summary of Request:</u> Funding would provide a portion of the required water and street improvements for 11 lots in the First Phase of Nava Ada. The homes are proposed to be sold to low to moderate income households comprised mainly of returning veterans.</p> <p><u>Funding:</u> This organization has never requested or received any funding from CDBG or AHTF. They have secured no other funding sources for this project.</p> <p>CDC Notes:</p> | |
| Girls, Inc. – Building/Property Improvements | \$41,648 |
| <p><u>Summary of Request:</u> Funding would be used to purchase the supplies and equipment needed for repairs to their facility several of which are recommended by the Fire Inspector because of the health and safety issues. This facility is historic building.</p> <p><u>Funding Sources:</u> Girls, Inc. has never requested or received CDBG or AHTF monies. They do receive funding from the Children and Youth Commission, usually around \$30,000 for programs only.</p> <p><u>Note:</u> One item that cannot be funded is a reimbursement for an existing alarm system (\$1500) that was done prior to proposal for CDBG funds, so the maximum that can be funded is \$40,148.</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

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|--|-----------------|
| Santa Fe Recovery Center – parking Lot improvements and security upgrades | \$90,000 |
|--|-----------------|

Request for funding: Funding would be used towards the repair, which involves patching holes and repaving the parking lot and installing upgrades to their security system such as a security gate, changing of door locks and the addition of security cameras at their facility at 4200 Lucia Lane.

Funding Sources:

CDBG: The SF Recovery Center has received CDBG funding in 2002, 2007, 2008, and 2010 for a total of \$112,959 for operating costs. They received \$43,400 in 2009 for preconstruction costs for a study to build 7 ADA transitional living units on site. In 2012, they received \$121,272 towards the acquisition of supplies and equipment to build those units, but the remaining funding fell through and they terminated their CDBG contract whereby freeing up that monies. They also received 40,000 in 2003 for transitional living. In summary they have received CDBG funding from 2002-2010 and then in 2012.

City of Santa Fe Human Services: They have received an annual allocation of \$50,000 from 2008-2012 and since it is the second year cycle of the Human Services funding, they will receive an additional \$50,000 in 2013.

CDC Notes:

2013-2014 Proposed CDBG Projects

2/20/2013

| Project Type: Public Facilities and Infrastructure Improvements | |
|---|-----------|
| St. Elizabeth's Shelter – Photovoltaic System | \$150,000 |
| <p><u>Summary of Request:</u> Funding will provide the installation of a PVC system on the Men's Emergency Shelter on Alaird Street. This includes the construction of carports, the installation of the system on the existing buildings as well as on these newly constructed carports. This would involve the Federal, City and the Organizations Procurement Procedures as well as Davis Bacon Act, and it may need an Environmental Assessment since it involves construction.</p> <p><u>Funding:</u> <u>CDBG:</u> St. Elizabeth's Shelter has received \$10,000 for operating costs in 2010 from CDBG. They have also received \$135,000 for improvements to Alaird Shelter (\$70,000 in 2006 and 2007) and Casa Cerrillos Shelter (\$65,000 in 2005 and 2008).</p> <p><u>AHTE:</u> They received \$50,000 in 2009 for rehab (restucco and window replacement) for Sonrisa Family Transitional Living Program Facility and \$23,025 in 2010 towards the acquisition of the Berry Street Shelter.</p> <p><u>City of Santa Fe Human Services:</u> They have received approximately \$75,000 a year from 2005-2011 and received \$83,000 in 2012. These are for operating costs and cannot be used for upgrades to facilities.</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

| | |
|--|------------------|
| Housing Trust – Stagecoach Inn | \$150,000 |
| <p><u>Summary of request:</u> To use the CDBG funds to replace existing land acquisition funds to allow the applicant to use those funds for weatherization of the project. Housing Trust lost MFA funds for weatherization.</p> <p><u>History of Funding:</u> <u>CDBG:</u> This project received \$85,000 towards gap funding towards the real estate acquisition (land and building) for the Stagecoach Inn low rental income project in 2011-2012. It was drawn down within 6 months of the allocation.</p> <p><u>AHTF:</u> This project received \$140,000 of AHTF monies for the same purpose; acquisition.</p> <p>CDC Notes:</p> <p style="text-align: right;"># 850,000</p> | |
| Housing and Real Estate/ Acquisition: | |

2013-2014 Proposed CDBG Projects

2/20/2013

| | |
|---|-------------------------------|
| Habitat for Humanity -- DPA REHAB | \$200,000 \$50,000 |
| <p><u>Summary of Request:</u> To fund at least 10 households who make 60% or less of the AMI. These loans would be 20-30 year 0% interest mortgages to ensure that the monthly payments are affordable.</p> <p><u>History of Funding:</u> CDBG: Habitat has received a total of \$230,000 in CDBG funding from 2004 to 2010 skipping years 2005 and 2009. The allocation in 2010 was the largest for \$105,000 of which \$60,000 was unspent and carried forward to 2011-2012. Four more loans were made with this remainder prior to the end of the Fiscal Year (June 30, 2012). Their funding assisted approximately 15 households in receiving down payment assistance. 2004-2010-\$230,000 for DPA</p> <p>AHTE: Habitat reserved 8 loans totaling \$142,100 and has closed on 5 loans for \$101,500. 2012-\$142,100 for DPA</p> <p>CDC Notes;</p> <p><u>Summary of Request:</u> To rehab or repair 5 homes owned by residents who make 60% or less of the AMI.</p> <p><u>History of Funding:</u> Habitat received \$68,000 for energy improvements (water heater and photovoltaic system) for 4 homes. TO date, they have drawn \$10,000 (7 months into the program)</p> <p><u>Analysis:</u> Habitat has received an allocation of \$50,000 from MFA for a home rehab program under HOME. This request is to supplement that fund because it does not allow for smaller repairs such as water heater replacement, new roof, and so on.</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

| Housing Trust - DPA | \$200,000 |
|---|-----------|
| <p><u>Summary of Request:</u> Fund approximately 15 households with DPA loans not to exceed \$15,000. These would be first time homebuyers who must complete an 8 hour homebuyer training class and are offered housing counseling. They have a loan committee that reviews the specs of the household need using underwriting criteria which priorities households with a member who is physically disabled, larger families, native residents of Santa Fe, minority applicants, households making less than 60% AMI, displaced homemakers and households who currently reside in substandard housing.</p> <p><u>History of Funding through the City:</u> <u>CDBG:</u> HT has received CDBG DPA funding from 1994 to 2011. Their CDBG DPA program has continued using the Program Income generated by the program (loan and interest payments as well as loan pay back upon sale) but this amounted to only \$7,000 in 2011-2012. The program did not received funding from CDBG for 2012 the AHTF monies for DPA were made available in Quarter 1 of FY 12-13. 1994-2011: \$1,000,000 for DPA</p> <p><u>AHTF:</u> 2009: HT received \$125,000 for DPA loans and most of the allocation was spend during that year. \$20,375 was carried forward and spent in 2010. 2010: HT received \$96,705 for DPA loans and most of the allocation was spend during that year. \$10,000 was carried forward and spent in the first part of 2011. During 2010 HT also received \$18,420 for a foreclosure program and \$23,025 for a design of an energy efficient unit that could be used as a template. HT also received \$140,212 of AHTF monies towards the acquisition of Stagecoach Inn property, which should be completed in 2 months. 2012: HT reserved 7 loans totaling \$107,400 and has closed on 4 (\$56,200). 2009-2012: \$320,105 for DPA</p> <p>CDC Notes:</p> | |

2013-2014 Proposed CDBG Projects

2/20/2013

| APPLICANT | Amount Requested |
|--|------------------|
| Homewise DPA | \$250,000 |
| <p>Summary of Request: Fund between 12-25 Loans (0% deferred) for \$10,000 or \$20,000 each. Homewise stated in their application that these loans would be for the workforce in Santa Fe. This is a special requirement that would be added into the contract if they receive an award and would be tracked in their reporting. This is an important factor in allowing the Santa Fe workforce to live where they work and spend money. Potential applicants must take a homebuyer class and also will receive financial counseling.</p> <p>History of Funding: CDBG: Homewise received CDBG DPA funding from 1995 thru 2010. Their CDBG DPA program has continued using the Program Income generated by the program (loan and interest payments as well as loan pay back upon sale) as well as Program Income transferred from CDBG funded Home Improvement program. The program did not received funding from CDBG for 2010 because they had enough Program Income to keep the program going based on that amount and did not receive CDBG DPA because the AHTF monies that were made available in Quarter 1 of FY 12-13. 1995-2010 = \$2,255,000 in DPA loans</p> <p>AHTF: 2009: Homewise received \$125,000 for DPA loans and it was spend within the first Quarter of 2009. 2010: Homewise received \$115,125 for DPA loans and it was all spend within the year. 2012: Homewise has also reserved close to \$527,700 - 29 Purchase Agreements since September of which 11 (\$170,300) have closed. 2009-2012 = \$787,825</p> <p>CDC Notes:</p> | |

Children & Youth and Human Services Fund Allocations

| | FY 08-09 | FY 09-10 | FY 10-11 | FY 11-12 | FY 12-13 |
|--------------------------|----------|----------|----------|----------|----------|
| Girls Inc. | \$40,000 | \$32,000 | \$29,000 | \$29,000 | \$30,000 |
| SFPS Adelante Program | \$50,000 | \$50,000 | \$50,000 | \$51,600 | \$52,000 |
| Youth Shelters | \$75,000 | \$75,000 | \$75,000 | \$84,000 | \$85,000 |
| YouthWorks | \$50,000 | \$43,000 | \$43,000 | \$45,000 | \$50,000 |
| Kitchen Angels | \$25,000 | \$18,750 | \$20,000 | \$30,000 | \$40,000 |
| St. Elizabeth's Shelter | \$80,000 | \$75,000 | \$75,000 | \$83,000 | \$85,000 |
| Santa Fe Recovery Center | \$50,000 | \$50,000 | \$55,000 | \$50,000 | \$50,000 |

