



Waukesha County CDBG Program
Program Administrator
515 W. Moreland Blvd.
Waukesha, WI 53188
1.262.896.3370 (direct)
1.262.896.8510 (fax)

**The HOME Consortium
Board of Directors Meeting
Thursday, December 15, 2022 at 9:00 A.M.**

This meeting will be held via the Microsoft Teams application and will be open to the public. Interested members of the public are encouraged to participate in the meeting via telephone

To join the meeting:

- Dial 414-435-2078
- Enter the Access Code **140 412 624#**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of the Minutes from the November 17, 2022, Board Meeting
4. Public/Staff Comment
5. Financial Status Report
6. Independence Village HOME Funds Application
7. 2023 Slate of Officers
8. Adjournment

The next HOME Board meeting is scheduled for Thursday, January 19, 2023

All agenda items are potentially actionable

In accordance with the Americans with Disabilities Act, persons requiring any means of handicap accessibility for this meeting must contact Kristin Silva at 896-3370 (FAX 896-8510) at least 48 hours prior to meeting.

Minutes of the
HOME Board Meeting
November 17, 2022

Members Present: John Kannard, Russell Kutz, Maria Watts,
Duane Paulson, Jay Schreurs, Deb Sielski,
Kathleen Schilling, Jeff Smith, Christine Howard, Kris Deiss
Staff: Kristin Silva, Christina Brockish, Lisa Johnson
Absent: Jay Shambeau
Guests: Anthony Werth, Anthony Kazee, Roxanne Witte

1. The meeting was called to order by John Kannard, Board Chairperson, with a quorum of the Board present at 9:00 am.
2. The Board Chair led the Pledge of Allegiance
3. On a motion by Jay Schreurs and seconded by Maria Watts, the minutes from the October 20, 2022, HOME Board meeting were unanimously approved.
4. No public or staff comments.
5. Kristin reviewed the Financial Status Report.
6. Anthony Werth from Independence Village talked about this project. They are asking for \$770,000 for a 34-unit complex remodel of a former bank building for persons with special needs. Jeff Smith questioned the amount of research that went into the construction portion, and would they have enough additional money to fund this project. Christine Howard supports this project and sees the needs for this type of housing. Anthony Werth mentioned his Facebook page to follow the progress – Independence Village Ozaukee County Wisconsin. On a motion by Jeff Smith and seconded by Kris Deiss, the application was unanimously approved to move to the HOME Executive Committee for review.
7. The HOME-ARP Allocation Plan was placed for public comment for 15 days and the public hearing was held on the November 10, 2022. One person attended in support of the plan. On a motion by Kathleen Schilling and seconded by Maria Watts, the HOME-ARP Allocation Plan was unanimously approved and will be forwarded to HUD.
8. Kristin gave an update on Family Promise of Washington County. The Family Promise Center has sold, and Family Promise returned the \$150,000 loan to Waukesha County/the HOME Consortium.
9. Amend the 2020 TBRA contract with Lutheran Social Services to include Administrative Funds. On a motion by Christine Howard and seconded by Duane Paulson, the motion passed to move \$48,500 to Administrative Funds was unanimously approved.

10. Kristin spoke about creating by-laws for the HOME Board. The Board agreed this should be a future agenda item.
11. On a motion by Jeff Smith to adjourn and seconded by Duane Paulson, the Board unanimously approved the meeting adjourned at 9:51 am.

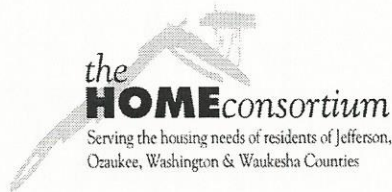
Respectfully Submitted,

John Kannard

December 2022 HOME Board Report

| | <u>Current Year Allocation</u> | <u>Carry Over</u> | <u>Total Available Funding</u> | <u>Current Month Reservations</u> | <u>Current Month Loans/YTD Loans</u> | <u>YTD Reservations</u> | <u>Amount Expensed</u> | <u>Funds Available</u> |
|----------------------|--------------------------------|-------------------|--------------------------------|-----------------------------------|--------------------------------------|-------------------------|------------------------|------------------------|
| DPA | \$300,000.00 | \$1,000.00 | \$301,000.00 | 1 | 1/21 | \$191,370.00 | \$196,559.00 | \$109,630.00 |
| Purch/Rehab | \$175,000.00 | \$2,543.80 | \$177,543.80 | 2 | 2/6 | \$71,120.80 | \$46,788.81 | \$106,423.00 |
| Rehab | \$225,000.00 | \$28,984.64 | \$253,984.64 | 0 | 0/12 | \$209,313.64 | \$79,466.50 | \$44,671.00 |
| Admin | \$183,445.00 | \$380,242.00 | \$563,687.00 | | | \$223,445.00 | \$186,537.97 | \$340,242.00 |
| Development Projects | \$405,842.00 | \$1,331,000.00 | \$1,736,842.00 | | | \$1,331,000.00 | \$0.00 | \$405,842.00 |
| TBRA | \$300,000.00 | \$300,000.00 | \$600,000.00 | | | \$300,000.00 | \$0.00 | \$300,000.00 |
| CHDO | \$245,168.00 | \$219,076.00 | \$464,244.00 | | | \$0.00 | \$0.00 | \$464,244.00 |
| Unallocated | | \$1,004,527.56 | \$1,004,527.56 | | | | | \$1,004,527.56 |

| | <u>Allocation</u> | <u>Carry Over</u> | <u>Total Available Funding</u> | <u>Amount Expensed</u> | <u>Funds Available</u> |
|---------------------------------------|-----------------------|--------------------|--------------------------------|------------------------|------------------------|
| Admin | | | | | |
| Lutheran Social Services - TBRA Admin | | \$44,343.00 | \$44,343.00 | \$35,490.92 | \$8,852.08 |
| Housing Action Coalition | \$40,000.00 | \$0.00 | \$40,000.00 | \$2,427.79 | \$37,572.21 |
| Waukesha County Administration | \$183,445.00 | \$0.00 | \$183,445.00 | \$148,619.26 | \$34,825.74 |
| Total Admin | \$223,445.00 | \$44,343.00 | \$267,788.00 | \$186,537.97 | \$81,250.03 |
| Development Projects | | | | | |
| Habitat for Humanity--Aeroshade | \$770,000.00 | \$0.00 | \$770,000.00 | \$0.00 | \$770,000.00 |
| Impact Seven--Woodside Prairie | \$561,000.00 | \$0.00 | \$561,000.00 | \$0.00 | \$561,000.00 |
| Total Development Projects | \$1,331,000.00 | \$0.00 | \$1,331,000.00 | \$0.00 | \$1,331,000.00 |
| TBRA | | | | | |
| Lutheran Social Services 2020 | \$0.00 | \$295,637.00 | \$295,637.00 | \$236,606.02 | \$59,030.98 |
| Lutheran Social Services 2021 | \$300,000.00 | \$0.00 | \$300,000.00 | | |
| Total TBRA Projects | \$300,000.00 | \$0.00 | \$300,000.00 | \$0.00 | \$0.00 |
| CHDO | | | | | |
| Total CHDO Projects | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |



HOUSING APPLICATION

APPLICANT INFORMATION

Applicant's Legal Name: Independence Village Inc
 Address: 604 Falls Road, Suite 604, Grafton, WI 53024
 Contact Name and Title: Anthony F. Werth Jr
 Telephone: (414) 630-1186 FAX (262) 421-8971
 E-Mail: awerth@ravenswoodclinic.org
 Federal Identification Number: 46-2603551 Date Incorporated 04 /16 /2013
 DUNS Number: _____

Debarment: Is / has the applicant organization been barred from doing business with either the State of Wisconsin or the Federal Government, or is any such action pending? Yes No (If yes, please indicate the reason(s) for the debarment and the date(s) your firm was debarred in the space below):

CHDO: Is the applicant organization a CHDO? Yes No If yes, please provide information required for CHDO certification for this project (see instructions). If you are requesting CHDO Operating Funds, refer to application instructions.

Project Summary

| | | | |
|---|--------------|-----------------------------|------|
| BRIEF DESCRIPTION OF THIS PROJECT: The Independence Village is a living environment for 34 adults with intellectual disabilities who have the life skills necessary to live independent lives with a minimum of support. The Independence Village facility will be DHS 89 compliant as a residential care apartment complex and designed with the needs of the residents to facilitate community involvement, community inclusion, and self-actualization. | | | |
| ADDRESS OF PROJECT: | | 101 Falls Road, Grafton, WI | |
| AMOUNT OF FUNDS REQUESTED FROM WAUKESHA COUNTY | \$770,000.00 | TOTAL PROJECT COST | \$8M |
| NUMBER OF UNITS TO BE ADDED | | 34 | |

PROJECT SCOPE (20 Points Maximum)

Project Name:

Independence Village

Project Address: 101 Falls Road, Grafton, WI 53024

Project County:

- Waukesha
- Jefferson
- Washington
- Ozaukee

Project Type (Check One):

- New Construction (For Sale)
- New Construction (Rental)
- Acquisition/Rehabilitation (For Sale)
- Acquisition/Rehabilitation (Rental)
- Other (describe) _____

Please provide a brief description of your project:

We are repurposing an existing building in Grafton, Wisconsin to offer long-term cost-efficient housing for adults with intellectual disabilities who have the skillbase to live independently with a minimum of support. This will be a Residential Care Apartment Complex for supportive living as described and regulated under DHS 89. We have Village of Grafton approval for the mixed use site. We are applying for tax credits from WHEDA for 2022, awarded in 2023. KD Development (Anthony Kazee) has taken over development responsibilities. KD Development is a WHEDA preferred development company.

Provide a list of any partners who are working with you on this project:
Matter Development.

When will the project get underway? 05 / 01 / 2023
When will it be completed? 04 / 01 / 2024
Expected Occupancy Date: 05 / 01 / 2024

What percent of the housing units in your rental project are affordable to households (non-elderly) making less than 50% of the area median income?

| | |
|--|-----|
| A. Number of units for households making less than 50% of area median income | 30 |
| B. Total Units | 34 |
| Percent (A/B) | 88% |

Are any of the units in your project public housing replacement units through an agreement with the local Housing Authority?

- Yes
 No

Is your project a mixed use development (example: housing and commercial)?

- Yes
 No

Will your project incorporate the Star Home Program requirements or another documented energy savings program that provides guaranteed EPA Energy Star Certification of the finished housing units?

- Yes
 No

What percent of the proposed units are designed to be fully handicapped accessible as defined in Federal and State guidelines?

| | |
|-------------------------------------|----|
| A. Number of fully accessible units | 2 |
| B. Total Units | 34 |
| Percent (A/B) | 6% |

Describe how you will ensure that the project meets housing and code standards, including lead hazards:

We have asserted due dilligence to ensure all housing and code standard are being met. We have budgeted a significant monies to render building code compliance.

Answer these questions ONLY for residential rental projects

Provide the following information about specific units in a RENTAL project:

For rental housing and rental assistance, at least 90 percent of benefiting families must have incomes that are no more than 60 percent of the HUD-adjusted median family income for the area. In rental projects with five or more assisted units, at least 20 percent of the units must be occupied by families with incomes that do not exceed 50 percent of the HUD-adjusted median.

| Rental Project | | | | |
|-----------------|------------------|-------------------|---------------------|-------------------------|
| Number of Units | Income Category | Monthly Unit Rent | Includes Utilities? | Amount of HOME Per Unit |
| | Below 30% CMI | | | |
| 31 | 30.1% -- 50% CMI | 687.00 | Yes | 687.00 |
| 3 | 50.1% -- 60% CMI | 827.00 | Yes | 827.00 |
| | 60.1% -- 80% CMI | | | |

Describe briefly your tenant selection criteria and process.

As indicated in DHS 89, we are providing housing for adults with intellectual disabilities who have the skill base to live independent lives with a minimum of support. As per DHS 89, an assessment process will need to be accomplished to indicate the appropriateness of the applicant to reside at the Independence Village.

Does the project include plans to provide supportive services to residents or links to appropriate services? If yes, please describe.

Other supportive services as needed and requested by the resident. It is the responsibility of the facility director to assist in locating services as needed and/or requested.

Consolidated Plan Priorities

Select the appropriate activity category below for your project. Items are listed in order of the HOME Board's 2015—2019 preferences.

| | |
|----------------------------------|---|
| <input checked="" type="radio"/> | Development of new affordable rental housing |
| <input type="radio"/> | Development of new affordable single family owned housing |
| <input type="radio"/> | Rehabilitation of single family owned housing |
| <input type="radio"/> | Rehabilitation of rental housing |

Analysis of Impediments

Indicate how your agency is working to alleviate impediments identified in the 2015-2019 Analysis of Impediments to Fair Housing Choice.

Increase Knowledge of Fair Housing (check all that apply)

- Agency staff attends fair housing seminars or educational opportunities.
- Agency provides education or training for rental property owners and managers on the requirements of the Fair Housing Act, the definitions of protected classes, discriminatory practices, and potential consequences for non-compliance.
- Agency provides education or training to tenants on their rights under the Fair Housing Act.

Create Balance between Job Centers and Affordable Housing Options (check all that apply)

- Project is located in high opportunity community near a job center.
- Project is located in low or moderate income census tract.

Improve NIMBY/Prejudiced Attitudes (check all that apply)

- Agency develops and integrates appropriate diversity awareness information into staff and organizational development training.
- Agency creates and disseminates information regarding what affordable, workforce and mixed-income housing is and what economic benefits they offer to the community, via printed materials, training sessions, website education or other methods.
- Agency participates in regional housing initiatives and collaborative efforts.

Offer Housing Options for People with Disabilities and the Aging Population

- Project creates housing for people with disabilities or the elderly.
- Project has construction design concepts such as universal design (UD) or visit-ability standards and features.

Market Study

Attach a market study for this project as Appendix 1. This market study should be consistent with the type and size of project you are applying for. Provide data and information to demonstrate that your project is feasible and that there is a market for the type of housing you are producing.

SITING AND DESIGN (15 Points Maximum)

Project Design

Please submit design information as Appendix 2. Include such things as a scaled site plan, and building elevation and floor plan drawings to document the design characteristics of the proposed development.

Project Amenities

Provide a list of any amenities or special design features of the housing to be developed.

Facility was designed particularly to the needs of individuals with intellectual disabilities. Amenities were integrated to increase socialization, independence, community involvement, community inclusion, and self-actualization.

Readiness to Proceed

Do you have site control?

- Yes
- No

Form of Site Control:

- Option
- Accepted Offer
- Fee Simple
- Other: _____

Is the site zoned for this development?

- Yes
- No

If no, is site currently in process of rezoning? Yes No

When will the zoning issue be resolved? _____

Explain:

Location:

- Describe the site in terms of its accessibility to social, recreational, educational, commercial, health facilities and services, and other municipal facilities and services, or any other beneficial aspects of the site. Discuss why this location is desirable for your project. Please note if the project is in a “high opportunity” community as noted in on Map 1, PROJECTED JOB/HOUSING IMBALANCES IN SEWERED COMMUNITIES IN THE SOUTHEASTERN WISCONSIN REGION, which can be found on the Community Development Website at http://www.waukeshacounty.gov/uploadedFiles/Media/PDF/Parks_and_Land_Use/Community_Development/Apply_for/Job%20and%20Housing%20Imbalances.pdf

The building and site located at 101 Falls Road in Grafton, Wisconsin is a seven story building that was once a bank and commercial offices. Floors 1 through 5 will be repurposed for the Independence Village residence retaining floors 6 and 7 for the commercial offices. This site is walking distance to two large grocery stores and several restaurants and other retail institutions. It sits in the heart of downtown Grafton. All of the tenants needed for independent living exists here.

Adverse Conditions:

Describe any adverse conditions or other challenges this site may face, including any environmental issues, proximity to existing or proposed freeways, flooding issues, or proximity to odors or pollution from industrial issues. Note that projects funded with this grant are subject to environmental review.

This is a stable location in need of a project like ours. The community support we have been receiving has been very encouraging. All environment issues are being examined. There is nothing outstanding that would prevent this development plan from moving forward.

AFFORDABILITY (10 Points Maximum)

Population to be served (Check all applicable):

- Family
- Elderly
- Special Needs

Income Levels

What income levels will be served with this project?

| Income Level | Number of Units |
|--|-----------------|
| Households with income under 30% county median income | |
| Households with income over 30% but under 50% county median income | 31 |
| Households with income over 50% but under 60% county median income | 3 |
| Households with income over 60% but under 80% county median income | |
| TOTAL UNITS | 34 |

Length of Affordability

Income and rent are limited during the period of affordability. All units funded with HOME funds are required to meet the minimum HOME affordability periods. What is your proposed period of affordability? How will you ensure long term affordability?

Our business plan assures at least 25-30 years of HOME affordability periods. The population of citizens we are supporting tend to work minimum wage jobs and often less than 32 hours per week.

FINANCIAL FEASIBILITY (25 Points Maximum)

Sources of Funds

Please indicate the sources of funds available for your project in the spreadsheet below (double click on the table to enter information). If funds are secure, provide documentation as Appendix 3.

| Sources of Funds | Amount | Type of Funds | Funds Secure (yes or no) |
|------------------------|----------------|---------------|--------------------------|
| We Energies Foundation | \$70,000.00 | Grant | Yes |
| Private Foundation | \$30,000.00 | Donation | Yes |
| Bader Philantropy | \$1,500,000.00 | Grant | Under consideration |
| Private Foundation | \$500,000.00 | Grant | Under consideration |
| Home Consortium | \$770,000.00 | Loan | Applying for |
| WEHDA | \$7,342,307.00 | Tax Credit | Applying for |
| | | | |
| | | | |
| | | | |
| TOTAL FUNDS | \$2,940,000.00 | | Partly secured |

Uses of Funds

Please indicate the Uses of Funds for your project in the table below:

| Uses of Funds | Amount |
|---------------------------------|-----------------------|
| Acquisition | \$1,400,000.00 |
| Construction/Rehabilitation | \$4,394,500.00 |
| Construction Contingency | \$502,774.00 |
| Developer fee | \$849,000.00 |
| Soft Costs: | \$231,172.00 |
| Financing (loan interest, etc.) | \$20,000.00 |
| Insurance | \$30,000.00 |
| Maintenance/Utilities | \$192,000.00 |
| Property Taxes | \$14,000.00 |
| Reserves | |
| Other | 231,172.00 |
| Other | 159,000.00 |
| TOTAL USES OF FUNDS | \$8,158,119.00 |

Sources and Uses:

Do the Uses of Funds exceed the Sources of Funds?

Yes

No

If yes, please explain how the gap will be covered.

Our Proforma indicates we will be sustainable if we can minimize loans for this project.

Summary of Project Costs

Please provide the following information for your project:

| | |
|---|--------------|
| Construction cost per unit | \$128,088.00 |
| Soft cost per unit | \$9,926.00 |
| TOTAL cost per unit | \$138,014.00 |
| Percent of total funds secure at time of application | 0% |
| Total developer fee for the project | \$457,430.00 |
| Construction costs as a percent of total development cost | 57.10% |
| Percent of HOME funds to total project funding | 100% |

Return of Funds

How will the requested funds be returned to the HOME Consortium as program income?

- 50% or more returned within 20 years of award
- Up to 49% returned within 20 years of award
- No return within 20 years of award
- Other, please describe:

Match

Every dollar of HOME funds used must be matched with at least 25 cents from nonfederal sources, which may include donated materials or labor, the value of donated property, proceeds from bond financing, and other resources. Please describe how your project will meet the minimum 25% federal match requirement:

We have funding options in the works that would meet this criteria.

DEVELOPER CAPACITY (30 Points Maximum)

Organizational Experience

Describe the organization's housing development experience. Provide specific examples of projects your organization has completed that are similar to the one proposed here.

This is our first development experience. As an organization, we have been working on the Independence Village for 9 years. We feel most ready for this project to move forward and have fully confident of the sustainability of this effort. Upon successful funding, we will have an experienced organization to manage the property.

Developer Team Experience

Provide a list of organization staff members that will be involved in this project. Identify their role on this project and any past affordable housing development experience. Attach resumes for all staff as Appendix 4.

Anthony Kazee Developer, KD Development
Aaron Matter Developer, Matter Development.
Joe Galbraith, Architect from GalbraithCarnahan Architects
Mike Duffek Construction from Duffek Construction

Other Organizational Experience

Will the project create any challenges for the organization? If so, how will these be overcome? Has your agency received HOME Consortium funding in the past? If so, describe the project funded and outcome.

| |
|---|
| <p><u>Potential Challenges:</u> This is a unique effort to solve a growing housing crisis for adults with intellectual disabilities a subset of which have the life skills to live independent with a minimum of support. The entire facility from structure to operational procedure will be in place to support the lives of the residents.</p> |
| <p><u>Past Experience using HOME funds:</u> We have not used HOME funds in the past.</p> |

Financial Capacity

Provide your most recent audited financial statements as Appendix 5.

Has your audit indicated any deficiencies or concerns in the last three year period?

Yes

No

If yes, please identify and explain:

| |
|--|
| <p>This is a first effort. Our proforma is budget positive at 97% occupancy.</p> |
|--|

Provide a description of your organization's financial reporting systems. What internal controls are in place that minimize opportunities for fraud, waste and abuse? What is your Board's role in fiscal oversight? What accounting procedures are in place that will allow you to segregate HOME funds from other agency fund for purposes of identification, tracking and reporting?

The board oversees all financial implications. The full-time facility director is responsible for the accuracy and compliance of all financials activities. An independent auditor will be utilized at the end of each fiscal year to ensure adequate and proper use of funds.

APPLICANT AUTHORIZATION

On behalf of **Independence Village** (Applicant), I submit this application for funding to the HOME Consortium. To the best of my knowledge all information contained herein is accurate and complete as stated. I am authorized to sign on behalf of my organization.

Signature

Anthony F. Werth Jr

Print Name

President

Title

11/07/2022

Date



REVIEWER SCORING MATRIX

Independence Village, Inc.

| Application Page | Project Scope | Does the project meet an identified need (from CP)? | Maximum Score | Your Score |
|------------------|--|--|---------------|-------------------|
| 2 | Project Type <i>Points are awarded solely based on the type of project.</i> | Development of NEW housing units for sale OR | 5 | 7 |
| | | Development of NEW rental units OR | 7 | |
| | | Single family rehabilitation for sale OR | 3 | |
| | | Rental housing rehabilitation | 2 | |
| 3-4 | Income Levels | Here you want to encourage development of new units that serve the lowest income households or populations that might be hard to serve (disabled). Score from 1-5 points. | 5 | 5 |
| | Con Plan Priorities | Does the developer select actions to alleviate impediments? | 5 | 5 |
| Appendix 1 | Market Study | Does this market study convince you that the project is needed? Score from 1-3 points. | 3 | 3 |
| | TOTAL SCORE: PROJECT SCOPE | | | 20 |
| | | | | Maximum 20 points |

| Application Page | Project Design | Does the project fit in to the area where it is to be sited? | Maximum Score | Your Score |
|------------------|---|---|-------------------|------------|
| Page 7 | Project location | Is the housing being developed in an area that is close to jobs, transportation, grocery stores, or parks? Is this an “area of high opportunity” with good jobs, stable housing prices, good schools, etc.? Score 1-5 | 5 | 5 |
| APPENDIX 2 | Project Design (design features, amenities) | Does the design of the project (new construction or rehab) fit in with neighborhood aesthetics? Does it include amenities that are consistent with the market area? Score 1-5. | 5 | 5 |
| Page 6 | Readiness to proceed | How soon can the project be started? This depends on whether the develop controls the site and the site is appropriately zoned. Score 2 for site control only, 3 for zoning only and 5 for both. | 5 | 3 |
| | TOTAL SCORE: PROJECT DESIGN | | 13 | |
| | | | Maximum 15 points | |

| Application Page | Affordability | Who does the project serve and for how long? | Maximum points | Your Score |
|------------------|----------------------------|---|-------------------|------------|
| 8 | Income levels served | Look at the table on Page 8. Points are awarded as follows: 5=100% under 30% 3=100% under 50% 2=100% under 60% 1=100% under 80% | 5 | 2 |
| 8 | Development Type | Award 2 points if less than 50 percent of the units in the overall development are HOME units. | 2 | 2 |
| 8 | Period of Affordability | Projects that ensure affordability for 21-25 years will receive 2 points. Projects that ensure affordability for more than 25 years will receive 3 points. | 3 | 3 |
| | TOTAL SCORE: AFFORDABILITY | | | 7 |
| | | | Maximum 10 points | |

| Application Page | Financial Feasibility | Does the organization have the financial resources to successfully complete this project? | Maximum Points | Your Score |
|------------------|--|---|----------------|-------------------|
| 10 | Total cost per unit | The total cost per unit for the development should be reasonable. This should be based on comparable figures for the project location. | 5 | 4 |
| 9 | Review of Financials | Does this project appear to have a reasonable budget? Is the amount of contingency sufficient to ensure completion? Is the Developer fee reasonable? Score 1-8. | 8 | 4 |
| 9 | Other sources secure? | Consider the percent of other funds that are already secure. If 100% of other funds are secure, score 5. | 5 | 1 |
| 10 | HOME cost per unit | Percent of per unit costs that will be paid for with HOME funds. Less than 10%=2 points 10-25%=1 point More than 25%=0 points | 2 | 2 |
| 10 | Program Income generated | Will program income be repaid? If so, when? 50% of the amount of funds repaid within 20 years=2 points Less than 50% of those funds originally provided within 20 years=1 point All other=0 points | 2 | 0 |
| 10 | Match | Is there sufficient match for the HOME funds? Minimum match (<u>cash and non-cash</u>) from all sources is 25%=1 point 25% <u>cash</u> match=2 points More than 25% <u>cash</u> match=3 points | 3 | 0 |
| | TOTAL SCORE: FINANCIAL FEASIBILITY | | | 11 |
| | | | | Maximum 25 points |

| Application Pages | Developer Capacity | Does the developer have experience with project similar to the one proposed in the application? | Maximum Score | Your Score |
|-------------------|---------------------------------|---|-------------------|------------|
| ALL | Proposal Clarity | Do you clearly understand the project that is being proposed? This is one indication of developer capacity and ability. | 5 | 4 |
| 11 and Appendix 4 | Organizational Experience | Consider what other projects the organization has done that are similar to the one being proposed, Are there clear examples provided? Score 1-7 Look at resumes of development team to see what type of experience key staff members have. Score 1-8 | 15 | 6 |
| | Financial Capacity | Does the organization have the financial ability to complete this project? Do they have sufficient reserves so they can operate on a reimbursement of costs? | 5 | 1 |
| | CHDO | Score five points if the developer is certified as a CHDO. | 5 | 0 |
| | TOTAL SCORE: DEVELOPER CAPACITY | | 11 | |
| | | | Maximum 30 Points | |

| SUMMARY OF PROJECT REVIEW | | | | |
|--|-------------|--|--------------------|--|
| | TOTAL SCORE | Add scores from each section for the total | 62 | |
| | | | Maximum 100 Points | |
| NOTE THAT THE PROJECT MUST SCORE AT LEAST 45 points when reviewed by staff or it will not be passed to the Committee for review. | | | | |
| General Proposal Comments: | | | | |
| | | | | |



Waukesha County CDBG
Program
515 W. Moreland Blvd
Waukesha, WI 53188
1.262.548.7920 (direct)
1.262.896.8510 (fax)

2023 SLATE OF OFFICERS

| <i>Position</i> | <i>Name</i> | <i>County</i> |
|------------------------|--------------------|----------------------|
| Chairperson: | Jay Schreurs | Ozaukee County |
| Vice Chairperson: | Deb Sielski | Washington County |
| Secretary: | Christine Howard | Waukesha County |
| Treasurer: | | Jefferson County |