

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

SH-1

- Buckelew*
1. **Project Name:** Horizon House Exterior Painting
and bathroom remodel
3. **Project Sponsor:** Buckelew Programs

2. **Total Amount Requested:** \$14,620
- Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Katrin Ciaffa

Title: Development Coordinator

Mailing Address: 900 Fifth Avenue, Suite 150
San Rafael, CA 94901

Telephone: (415) 526-0409 **Ext.**

Fax: (415) 721-0281

E-mail: katrinc@buckelew.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$14,620
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number. *# 012-023-18 Year built: 1927*
- 108 Spring Grove, San Rafael, CA 94903

5. **Project Description:** Horizon House is a group home for 5 adults with mental illness. Buckelew Programs staff provides independent living support services. Without this home, and the support provided by staff, these disabled Marin County residents would likely be living in an institution, or on the street. Horizon House is in need of exterior painting and a bathroom remodel.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$14,620

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Item	Estimated Cost
Exterior paint job	\$6,385
Bathroom remodel	\$8,235

(See attached bids for details)

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project will be supervised and implemented by Jeff Helvig, Team Leader. Work can start as soon as funding is received.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

All residents are referred through Marin Community Mental Health Services; they are disabled, have income at or below 30% of median income and meet CDBG income limits. Their income is documented in their resident file. Most have SSI as their only source of income, which currently amounts to approximately \$1,086 monthly – less than 20% of Marin County's median household income, based on 2010 data. Long-term affordability for this project is assured through State and Federal mental health funding, associated by Community Mental Health Services.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

By maintaining homes for the disabled in residential neighborhoods, Buckelew Programs is sustaining a housing pattern that allows low income, mentally disabled residents to live in neighborhoods they would not generally have access to or be able to afford on their own, creating a more fair and balanced residential mix and facilitating community integration of those with severe and persistent mental illness. Many of our residents would be homeless or in an institution if not for Buckelew housing and support services.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Community Mental Health Services (CMHS) monitors the demographics (resident, applicant, census data) of the market area to track race, ethnicity, religion or persons with disabilities for purposes of low-income housing units. They determine if the population least likely to apply for housing is the population identified, then provide advertising most applicable to the demographic groups, and make changes when applicable. According to CMHS's Mental Health Services Act (MHSA) Community Supports and Services Plan (2006), one of the goals of the MHSA is to increase "outreach and expansion of services to client populations in order to eliminate ethnic disparities and expand access to unserved and underserved individuals". The Latino population has been identified as the largest underserved group in Marin County, and "various strategies such as increased and strategic deployment of bilingual and bicultural staff, cultural competency training and targeted programming have been effective in increasing access to services." For instance, "it is known that many Latinos seek services for mental health problems from primary care health care providers rather than from mental health providers. New strategies such as contracting with Latino-serving organizations for outreach and engagement and providing mental health services within the Latino community, offer promise for better access." Together with its partner CMHS, Buckelew Programs continues to increase the cultural competence of our workforce through training and targeted job posting for hiring more bilingual/bicultural staff, in order to achieve a higher penetration rate and more adequately serve Latino clients in our housing programs. (Source:http://www.co.marin.ca.us/depts/HH/main/mh/mhsa_css/CSS_State_version_of_Plan.pdf)

The most recent MHSA update (FY 2013-2014) states:

"The Mental Health Services Act is intended to expand and transform community mental health services throughout California, with an emphasis on serving communities that are currently un- or underserved. During Marin's 2004 MHSA planning process the adult Latino population was identified as the most un/underserved by existing County mental health services. Asian Pacific Islanders were also categorized as underserved. Other identified underserved populations included older adults, transition aged youth (16-25 years old) and persons living in West Marin. Populations were designated underserved based on their proportionate use of Medi-Cal services relative to their presence in the Marin County safety net population. Designation of un/underserved populations takes into consideration the portion of Marin residents who are eligible for County mental health services, best represented by the "Medi-Cal Beneficiaries" column on the following table. Overall, since the implementation of MHSA programs the rate of services provided by the County Mental Health has increased substantially for the Latino population, youth and older adults."

(Source: http://www.marinhhs.org/sites/default/files/libraries/2013_08/06182013_mhsus_mhsa_fy13-14_annual_update.pdf)

If this project involves housing, how will it affirmatively further fair housing? See above. In addition, by maintaining homes for the disabled in residential neighborhoods, Buckelew Programs is sustaining a housing pattern that allows low income, mentally disabled residents to live in neighborhoods they would not generally have access to or be able to afford on their own, creating a more fair and balanced residential mix and facilitating community integration of those with severe and persistent mental illness. Staff also regularly attend trainings at Fair Housing Marin to stay current on laws and regulations.

If this project involves housing, how will it affirmatively further fair housing?

See above. In addition, by maintaining homes for the disabled in residential neighborhoods, Buckelew Programs is sustaining a housing pattern that allows low income, mentally disabled residents to live in neighborhoods they would not generally have access to or be able to afford on their own, creating a more fair and balanced residential mix and facilitating community integration of those with severe and persistent mental illness. Staff also regularly attend trainings at Fair Housing Marin to stay current on laws and regulations.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people. We will research all women- and minority-owned construction firms in the surrounding area and notify them that bids are being sought for the project.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities? 100% of Buckelew's clients have mental health disabilities. Reasonable accommodation will be made to clients with other disabilities.*

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

Green building techniques will be utilized wherever possible

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

All Phase Builders Inc.**JOB ESTIMATE**

All Phase Builders Inc. License# 626028
 Po Box 150896
 San Rafael, Ca 94915

(415) 454-7598

TO:
 Buckelew MAIL Programs
 108 Spring Grove
 San Rafael CA 94901

112513-004-1

JOB DESCRIPTION
BATHROOM REMODEL PROJECT Complete removal and replacement of existing bathroom Haul and dump or recycle existing cabinets & debris Purchase, deliver and install new cabinets, bathtub, tile and fixtures

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
MATERIALS	
NEW 48" WIDE VANITY, COUNTER TOP, SINK & FAUCET	\$ 850.00
NEW BATHTUB AND TILE SURROUND	\$ 810.00
PLUMBING FIXTURES - TOILET, SHOWER VALVE & DRAIN KIT	\$ 775.00
FLOORING & INTERIOR FINISHES/TRIM	\$ 625.00
LIGHTING AND EXHAUST FAN	\$ 290.00
PAINT AND FINISHES	\$ 300.00
MIRROR & TOWEL BARS	\$ 160.00
LABOR & TOOLS	\$ 3,775.00
HAUL & DUMP FEE	\$ 450.00
DELIVERY	\$ 200.00
TOTAL ESTIMATED JOB COST	\$8,235.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard Kruppa Jr

PREPARED BY

November 25, 2013

DATE

ALL PHASE CONSTRUCTION



JOB ESTIMATE

All Phase Construction License# 626028
Po Box 150896
San Rafael, Ca 94915
Richard Kruppa - General Contractor (415) 454-7598

TO:
Buckelew MAIL Programs
108 Spring Grove
San Rafael CA 94903

HORIZON HOUSE JEFF

112513-004-2

JOB DESCRIPTION
EXTERIOR PAINT PROJECT Preparations and Powerwashing Eaves, Trim & Body Stairs

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
MATERIALS	
(20) gallons Low Sheen Exterior Paint	\$ 845.00
(5) gallons Ext Semi-gloss Trim Paint	\$ 225.00
Sundries	\$ 200.00
Powerwash and Fuel	\$ 465.00
Tools, Scaffold & Labor	\$ 4,650.00
TOTAL ESTIMATED JOB COST	\$6,385.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard J Kruppa Jr

PREPARED BY

November 25, 2013

DATE

Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization’s likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization:

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	
Low income people	
People above the low income limits	

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander						
African-American/Black						
Caucasian/White						
Native American						
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin						
NOT of Latino/ Hispanic Origin						
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old						
6-17						
18-24						
25-59						
60 +						
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female						
Male						
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

Organization Profile – 2014-15 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15

SH-2

Buckelew

1. **Project Name:** Lakeside House Renovations

2. **Total Amount Requested:** \$ 33,077
Non-housing proposals must
specify the amount requested
from each planning area.

3. **Project Sponsor:** Buckelew Programs

Contact Person: Katrin Ciaffa

Title: Development Coordinator

Mailing Address: 900 Fifth Avenue, Suite 150
San Rafael, CA 94901

Telephone: (415) 526-0409 **Ext.**

Fax: (415) 721-0281

E-mail: katrinc@buckelew.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$33,077
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

7 Washington Street, San Rafael, CA 94903. Year of construction: 1968. Parcel #: 179-172-09

5. **Project Description:** Lakeside House is a 6 bed group home that provides semi-independent living for Marin County adults with severe and persistent mental illness. All clients have incomes at or below the poverty level. The house is in need of extensive renovations, including the following:

- Window replacement
- Pave existing gravel drive way
- Landscape front yard for curb appeal
- Replace sewer line
- Replace carpets
- Exterior paint for main house and outbuilding
- Paint Master Bedroom

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$33,077

7. **Project Budget for CDBG Funds:**

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Item	Estimated Cost
Window replacement	\$9,810
Driveway and yard improvements	\$7,420
Carpet replacement	\$6,700
Exterior paint main house and outbldg.	\$5,920
Sewer repairs	\$2,777
Paint Master Bedroom	\$450

(See attached bids for details)

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

The project will be supervised and implemented by Elaine Purcell, Team Leader. Work can start as soon as funding is received.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

All residents are referred through Marin Community Mental Health Services; they are disabled, have income at or below 30% of median income and meet CDBG income limits. Their income is documented in their resident file. Most have SSI as their only source of income, which currently amounts to approximately \$1,086 monthly – less than 20% of Marin County's median household income, based on 2010 data. Long-term affordability for this project is assured through State and Federal mental health funding, associated by Community Mental Health Services.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000

4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

By maintaining homes for the disabled in residential neighborhoods, Buckelew Programs is sustaining a housing pattern that allows low income, mentally disabled residents to live in neighborhoods they would not generally have access to or be able to afford on their own, creating a more fair and balanced residential mix and facilitating community integration of those with severe and persistent mental illness. Many of our residents would be homeless or in an institution if not for Buckelew housing and support services.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

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The most recent MHSA update (FY 2013-2014) states:

"The Mental Health Services Act is intended to expand and transform community mental health services throughout California, with an emphasis on serving communities that are currently un- or underserved. During Marin's 2004 MHSA planning process the adult Latino population was identified as the most un/underserved by existing County mental health services. Asian Pacific Islanders were also categorized as underserved. Other identified underserved populations included older adults, transition aged youth (16-25 years old) and persons living in West Marin. Populations were designated underserved based on their proportionate use of Medi-Cal services relative to their presence in the Marin County safety net population. Designation of un/underserved populations takes into consideration the portion of Marin residents who are eligible for County mental health services, best represented by the "Medi-Cal Beneficiaries" column on the following table. Overall, since the implementation of MHSA programs the rate of services provided by the County Mental Health has increased substantially for the Latino population, youth and older adults."

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community integration of those with severe and persistent mental illness. Staff also regularly attend trainings at Fair Housing Marin to stay current on laws and regulations.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people. We will research all women- and minority-owned construction firms in the surrounding area and notify them that bids are being sought for the project.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?* 100% of Buckelew's clients have mental health disabilities. Buckelew Programs recently received funding from the Residential Rehab Loan Fund to make improvements to two bathrooms at Lakeside House which will result in increased accessibility for residents with mobility issues.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

Green building techniques will be utilized wherever possible

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

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Name of Organization: Buckelew Programs

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	99
Low income people	1
People above the low income limits	0

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<i>Ethnic/Racial Demographics</i>						
Asian-American/Pacific Islander	3	4	2	1		n/a
African-American/Black	6	4	2	1		
Caucasian/White	89	92	94	96	100	
Native American	1		1	1		
Mixed Heritage						
Unknown/other						
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Latino/Hispanic Origin</i>						
Of Latino/ Hispanic Origin	6	2				
NOT of Latino/ Hispanic Origin	94	98			100	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Age</i>						
0-5 years old						
6-17						
18-24	10	2				
25-59	80	94				
60 +	10	4				
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Gender</i>						
Female	40	40	60	60	30	
Male	60	60	40	40	70	
Total %	100%	100%	100%	100%	100%	100%
<i>Disabled %</i>						
	100	100				

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

Organization Profile - 2014-15 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

ALL PHASE CONSTRUCTION



JOB ESTIMATE

All Phase Construction License# 626028
Po Box 150896
San Rafael, Ca 94915
Richard Kruppa - General Contractor (415) 454-7598

TO:
Buckelew MAIL Programs
7 Washington St
San Rafael CA 94903

112513-004

LAKESIDE HOUSE ELAINE

JOB DESCRIPTION
EXTERIOR PAINT PROJECT Main house & Outbuilding Eaves, Trim & Body

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
MATERIALS	
(20) gallons Low Sheen Exterior Paint	\$ 845.00
(5) gallons Ext Semi-gloss Trim Paint	\$ 225.00
Sundries	\$ 200.00
Tools & Labor	\$ 4,650.00
TOTAL ESTIMATED JOB COST	\$5,920.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard J Kruppa Jr

PREPARED BY

November 25, 2013

DATE

ALL PHASE CONSTRUCTION



JOB ESTIMATE

All Phase Construction License# 626028
Po Box 150896
San Rafael, Ca 94915
Richard Kruppa - General Contractor (415) 454-7598

TO:
Buckelew MAIL Programs
7 Washington St
San Rafael CA 94903

112513-005

LAKESIDE HOUSE ELAINE

JOB DESCRIPTION
WINDOW REPLACEMENT PROJECT Demo and remove all windows and necessary trim to install new replacement vinyl Energy Star windows Haul and dump or recycle existing windows Purchase, deliver and install new Energy Star, low E vinyl, dual pane windows

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
MATERIALS	
Jeld-Wen 4500 Builder's Series Energy Star, Low-E (13) windows + (1) slider door	\$ 4,410.00
Caulking and Sealant	\$ 200.00
LABOR, SCAFFOLD & TOOLS	\$ 4,200.00
HAUL & DUMP FEE	\$ 700.00
DELIVERY	\$ 300.00
TOTAL ESTIMATED JOB COST	\$9,810.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard J Kruppa Jr

PREPARED BY

November 25, 2013

DATE

ALL PHASE CONSTRUCTION



JOB ESTIMATE

All Phase Construction License# 626028
Po Box 150896
San Rafael, Ca 94915
Richard Kruppa - General Contractor (415) 454-7598

TO:
Buckelew MAIL Programs
7 Washington St
San Rafael CA 94903

112513-006

LAKESIDE HOUSE ELAINE

JOB DESCRIPTION
DRIVEWAY AND LANDSCAPING PROJECT Prepare and grade existing gravel driveway surface for new 4" thick driveway Allow for additional front yard preparations and landscaping Pour and finish driveway; Install new landscaping and plants

ITEMIZED ESTIMATE: TIME AND MATERIALS	AMOUNT
MATERIALS	
10 CUBIC YARDS OF CONCRETE	\$ 1,500.00
WIRE REINFORCING MESH	\$ 200.00
FORMS AND FASTENERS	\$ 120.00
PLANTS AND GROUNDCOVER	\$ 700.00
WATER SYSTEM	\$ 600.00
LABOR & TOOLS	\$ 3,700.00
HAUL & DUMP FEE	\$ 200.00
DELIVERY	\$ 400.00
TOTAL ESTIMATED JOB COST	\$7,420.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard J Kruppa Jr

PREPARED BY

November 25, 2013

DATE

ALL PHASE CONSTRUCTION



JOB ESTIMATE

All Phase Construction License# 626028
Po Box 150896
San Rafael, Ca 94915
Richard Kruppa - General Contractor (415) 454-7598

TO:
Buckelew MAIL Programs
7 Washington St
San Rafael CA 94903

112513-007

LAKESIDE HOUSE ELAINE

JOB DESCRIPTION

MASTER BEDROOM PAINT PROJECT
Paneling and ceiling

ITEMIZED ESTIMATE: TIME AND MATERIALS

AMOUNT

MATERIALS

(2) gallons primer	\$ 60.00
(2) gallons flat or satin finish Paint	\$ 80.00
Sundries	\$ 30.00
Tools & Labor	\$ 280.00

TOTAL ESTIMATED JOB COST \$450.00

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labor and materials which may be required should problems arise.

Richard J Kruppa Jr

PREPARED BY

December 5, 2013

DATE



peterleviplumbinginc.com

DS # 9 2 6 1 9

Customer: Buckelew Phone: 233-2407

Tech: SHAWN Date: 12-4-13

PRV YES NO Earthquake Valve YES NO

PSI: _____

Observations

elainep@buckelew.org

To Elaine

Findings

This price is to hand dig to expose 4" sewer line at house. Cut section of sewer pipe out and replaced with 2 way clean out with pop up overflow valve. Video inspect sewer line to find problems. Back fill when complete.

\$ 2777-

SHAUN HOWE
415-328-6780

PROPOSAL

Page No. _____ of _____ Pages

FLOORTEX DESIGN

5768 Paradise Drive
CORTE MADERA, CA 94925
(415) 924-6545; Fax (415) 924-6547
License #534583

1652

PROPOSAL SUBMITTED TO BUCKLEUP PROGRAMS	PHONE 233-2407	DATE 11-28-2013
STREET 7 WASHINGTON AVE	JOB NAME	
CITY, STATE and ZIP CODE STAN RAEAL CA 94903	JOB LOCATION FAX 457-1929	
ARCHITECT	DATE OF PLANS	JOB PHONE
	ROUBEN	

We hereby submit specifications and estimates for:

ATTN: ELAINE PURCELL

Install carpet style ENCHANTMENT, 100% Nylon (same carpet as 108 Springrove Ave) over 8 LB 1/2" pad in the whole house, including the stairs & closets, with pull up old carpet, pad, haul away, all labours & materials special price \$ 6,400⁰⁰

Moving regular furniture (not the piano) \$ 300⁰⁰

Customer has to move all the small & breakable pieces

Grand Total: \$ 6,700⁰⁰

This price is valid till 12-25-2013.

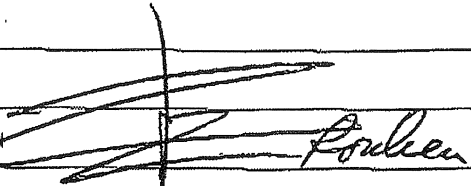
We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows:

dollars (\$ _____).

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature



Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15

SH-3

1. **Project Name:** Del Ganado Apartments
2. **Total Amount Requested:** \$80,000
Non-housing proposals must specify the amount requested from each planning area.
3. **Project Sponsor:** EAH

Contact Person: Suzannah Scullin

Title: Property Supervisor

Mailing Address: 2169 E. Francisco Bl., Ste. B
San Rafael, CA 94901

Telephone: 258-1800 Ext.

Fax: 453-4927

E-mail: sussanah.scullin@eahhousing.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$80,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Address: 626 Del Ganado, San Rafael, CA 9903.

Parcel number: 178-113-23

This is a 30 plus year old complex that was built specifically for low income adults with developmental disabilities

5. **Project Description:**

This is a 12 unit apartment complex with eleven 1 bedroom units and one 2 bedroom unit. The complex was built with funding to provide housing for low income persons with developmental disabilities. Many of the residents have lived in the complex since it was built. The four structures have wooden shingles as siding and are built in a square design with a grass courtyard in the middle. Five years ago, six of the 12 units were updated with new shingles, new windows, updated heating and air conditioning added. The six remaining units have not been updated due to lack of funding. The remaining buildings are at risk of extreme damage due to exposure and not having been repaired for many years.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$130,000

7. **Project Budget for CDBG Funds:**

Budget must include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-

Bacon wage rates if applicable. If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Funding provided for this project would be used to bring the six original units up to the same status as the six units that have been rehabilitated. This will include:

1. Replacement of wood shake siding that has weather damage and is aged.
2. Replacement of existing single pane windows with energy efficient double-paned windows.
3. Replacement of wall lights.
4. Demolition, repairing, patching, and painting.
5. Replacement of existing dry rot conditions.
6. Replacement of wood fascia.
7. Installation of heating/air conditioning units.

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Reserves	Remodel and rehabilitate	\$50,000		Yes		Current

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

EAH administrative staff and Lifehouse Director of Finance and Administration will work together with the contractor to schedule remodel as soon as funds are available. Th project should take approximately one month to complete.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The residents of this complex live in their own apartments with supported living services from Lifehouse. Counselors are assigned to each resident to provide training and support for shopping, budgeting, meal planning, domestic tasks, scheduling medical appointments, and other support services. All the residents are on SSI and have MediCal and fall into the "extremely low income" category. The residents would have to live in a group home situation if this low income housing were not available. It is anticipated that these individuals will remain on SSI throughout their lives and will need this type of living arrangement. Copies of their SSI checks can be used for verification of income. At least one of the residents has health issues that necessitate her having air conditioning during the summer.

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Funding for all projects of this type have been negatively affected by the economic downturn over the past few years.

While the work has been needed for several years, funding requests have not been able to meet the need. There are reserves which will be tapped to match CDBG funds granted to accomplish completion of this project.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

All these individuals have lifelong disabilities and meet any affirmative action requirements as a result. They are all in the category of Extremely Low Income.

If this project involves housing, how will it affirmatively further fair housing?

All the residents have disabilities and are low income and as a result fall into protected classes for ensuring equal access.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

All of these factors will be considered in selecting the contractor to complete the work. It is the policy of EAH and Lifehouse not to discriminate and to ensure that minority groups are considered in the selection process.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

The units are already occupied by individuals with developmental disabilities including some with physical disabilities and will continue to be used for that purpose.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles? A consultant on "green" construction and all available materials will be used to accomplish "green" objectives.*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

If this project involves housing, how will it affirmatively further fair housing?

Lifeshouse does not discriminate in the selection of contractors. Efforts are made to recruit minority businesses.

The individual who live here all have disabilities and are considered extremely low income. The home will always house people from this population.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

Lifeshouse does not discriminate in the selection of contractors. In recruiting contractors, minorities are always considered.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

These homes are already occupied with individuals with disabilities and will continue to be used for this purpose.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles? A consultant on "green" construction will be consulted and all available materials will be used to accomplish "green" objectives.*

A consultant on "green" construction will be consulted and all available materials will be used to accomplish "green" objectives. Lifeshouse as the owner is a non-profit agency.

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
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- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
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- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
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Remember that we don't accept e-mailed or faxed applications.

For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable. If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

1. Install wireless HVAC thermostats in each house for better energy conservation.
2. Cost per unit of \$700 for each of 9 properties owned by Lifehouse, a non-profit agency service people with disabilities.
- 3.
8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Funding for all projects has been negatively affected by the downturn in the economy. Over this period the state has cut and frozen rates paid to service provider agencies such as Lifehouse. There have not been funds to make needed repairs.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

Lifehouse provides residential services for 50 adults with developmental disabilities in these 9 homes in Marin County. In some cases, the residents themselves have to pay for utilities. All 50 residents are considered as "extremely or very low income". Lifehouse pays for the utilities in the other homes. Lifehouse is a non-profit agency which needs to find every possible way to conserve on costs since reimbursement from the state for their services has been frozen and cut in the past few years. In addition to conserving on the cost of utilities, there would be less need for staff to make a trip to homes to turn down utilities when everyone has left the home during the day. Wireless units can maintain better control of the temperature at all times in the home.

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

It is extremely important to maintain a specific temperature in these homes as the residents have disabilities and several have medical conditions which would require them to have the correct temperature in the home. It does affect their health and comfort. It is also a requirement of the homes with a state license.

Funding for all projects has been negatively affected by the economic downturn and also the cuts and frozen rates from the state for the services provided by Lifehouse.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

The residents of this home are referred by the regional center/state of California. Lifehouse has a policy of non-discrimination in who it serves.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

1. Demo existing Kitchen and remove all debris (\$2000).
2. Re-wire and upgrade existing electrical to meet Title 24 code (\$4500).
3. Install new cabinets and install new sheetrock (\$7000).
4. Install new countertops (\$2800).
5. Change out sink and existing plumbing (\$1500).
6. Install new appliances (\$7000).
7. Prime, paint, two coats of paint (\$2,000)
8. Change out electrical cover plate.
9. Install new flooring (\$1500)
10. Permits and city fees (\$1800)

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Lifeshouse administrative staff will work with a contractor to schedule the work. Bids will be obtained and the lowest/most qualified bid will be awarded. The project should take approximately three weeks to complete.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

This is a licensed group home for 6 adults with developmental disabilities who have severe and profound medical and self care needs. The individuals who live here are considered at the "extremely low income" level. They do receive MediCal. The home is owned by Lifeshouse, a non-profit agency providing residential services to individuals with developmental disabilities. Copies of SSI checks are available to verify income.

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Funding for all projects has been negatively affected by the economic downturn and also the cuts and frozen rates from the state for the services provided by Lifeshouse. There have not been funds to make needed repairs.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

The residents of this home are referred by the regional center/state of California. Lifeshouse has a policy of non-discrimination in who it serves.

If this project involves housing, how will it affirmatively further fair housing?

The individual who live here all have disabilities and are considered extremely low income. The home will always house people from this population.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

Lifehouse does not discriminate in the selection of contractors. Lifehouse has a policy of non-discrimination when it comes to contracting work. In recruiting contractors, minorities are always considered.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

All the residents of this home have disabilities. May of them have physical disabilities necessitating that the use wheelchairs. The home will always be designated as a home for people with developmental disabilities

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles? A consultant on "green" construction will be consulted and all available materials will be used to accomplish "green" objectives. Lifehouse as the owner is a non-profit agency.*

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

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MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15

SH-6

1. **Project Name:** Sunrise II - Pool
2. **Total Amount Requested:** \$22,500
3. **Project Sponsor:** Lifehouse
- Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Brent Kush

Title: Director of Finance and Administration

Mailing Address: 899 Northgate Dr., Suite 500
San Rafael, CA 94903

Telephone: 472-2373

Fax: 472-5739

E-mail: bkush@lifehouseagency.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

Address: 48 Golden Hinde, San Rafael, CA

Parcel number: 175-291-10

This is an approximately 54 year old house.

5. **Project Description:**

This is a home that is licensed by Health Care Licensing for six adults with severe and profound developmental disabilities. Several of the residents use wheelchairs for mobility. There is a swimming pool which is used for therapeutic reasons for the individuals living in this home. Most have cerebral palsy and have very limited physical movement and the pool is used for their therapeutic exercising. There is a similar home nearby with six residents owned also by Lifehouse. The residents from this second home have similar physical needs and this pool is used therapeutically for them also.

6. **Total Project Cost:** (Include all costs for this particular project regardless of source.)
\$22,500

7. **Project Budget for CDBG Funds:**

Budget must include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-

Bacon wage rates if applicable. If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

1. Remove existing tiles from the perimeter of the pool.
2. Drain pool to excess plaster which is cracked.
3. Vacuum seal all cracks.
4. Re-seal entire pool.
5. Change out pool machinery.

8. **Other Sources of Funds for this Project:** Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
None						

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Lifeshouse administrative staff will work with a contractor to schedule the work. Bids will be obtained and the lowest/most qualified bid will be awarded. The project should take approximately two weeks to complete.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

This is a licensed group home for 6 adults with developmental disabilities who have severe and profound medical and self care needs. As mentioned above the residents of this home are able to have therapeutic exercise by the use of this pool. The individuals who live here are considered at the "extremely low income" level. They do receive MediCal. The home is owned by Lifeshouse, a non-profit agency providing residential services to individuals with developmental disabilities.

B. Project Rationale: Why is this project needed? Will it assist an especially needy or underserved group?

Funding for all projects has been negatively affected by the economic downturn and also the cuts and frozen rates from the state for the services provided by Lifeshouse. There have not been funds to make needed repairs.

C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

The residents of this home are referred by the regional center/state of California. Lifeshouse has a policy of non-discrimination in who it serves.

If this project involves housing, how will it affirmatively further fair housing?

The individual who live here all have disabilities and are considered extremely low income. The home will always house people from this population.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

Lifeshouse does not discriminate in the selection of contractors. Lifeshouse has a policy of non-discrimination when it comes to contracting work. In recruiting contractors, minorities are always considered.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

All the residents of this home have disabilities. May of them have physical disabilities necessitating that the use wheelchairs. The home will always be designated as a home for people with developmental disabilities

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*
A consultant on "green" construction will be consulted and all available materials will be used to accomplish "green" objectives. Lifehouse as the owner is a non-profit agency

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

SH-7

1. **Project Name:** *Marinwood Plaza Housing* **Marinwood Village** 2. **Total Amount Requested:** \$ 250,000
 3. **Project Sponsor:** **BRIDGE Housing Corporation**
 Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Lisa Grady

Title: Senior Project Manager

Mailing Address: 345 Spear Street, Suite 700, SF, CA, 94105

Telephone: 415.321.3534 **Ext.**

Fax: 415.495.4898

E-mail: lgrady@bridgehousing .com

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

121, 155, 175 & 197 Marinwood Avenue, San Rafael, CA
 APN: 164-471-64, 164-471-65, 164-471-69, 164-471-70

5. **Project Description:**

The Marinwood Village development will create 72 units of affordable housing available to households earning below 60% of the Area Median Income. The County of Marin has taken active steps to encourage the development of affordable housing to address the continued imbalance between the needs of both low income residents, as well as the tremendous number of people employed in low-wage jobs that are commuting into Marin and creating harmful environmental impacts. The County has been actively engaged in fostering the creation of affordable housing at the Marinwood Plaza site. Previously, the County has committed \$531,791 in CDBG funding. Additional CDBG funding is a critical component of the financing plan for the development.

The Marinwood Plaza redevelopment accomplishes the important goals of creating in-fill affordable housing, while eliminating neighborhood blight. BRIDGE is committed to creating a strong sense of place for Marinwood Village as a new community center. The development plan that BRIDGE and our design team have created responds directly to the Guiding Principles that were established through a community engagement process spearheaded by the County planning staff in 2005. The overall master plan consists of the full 5 acre site, which will be reconfigured to include three parcels: a northern parcel that will be improved with 3 retail buildings, one of which will be a mixed use building with 10 apartments above; the middle parcel which will be retained by the current property owners; and the southern portion of the site, which will be improved with 72 units of housing in 3 3-story buildings. The funding being requested would be used solely for the purchase of the southern parcel. BRIDGE submitted a planning application to the County which was deemed complete at the end of September. The EIR process will start once the County engages an EIR consultant.

The surrounding neighborhood is primarily single story homes and an elementary and middle school as well as the Marinwood Community Center are located within walking distance of the site. In addition, the location is close to large regional employers including the County of Marin and Kaiser Permanente and regional bus service. The site will be able to compete for 9% federal tax credits.

The proposed project offers a unique opportunity to meet the County of Marin's stated need for more affordable workforce housing while revitalizing a blighted part of an otherwise healthy neighborhood.

6. Total Project Cost: (Include all costs for this particular project regardless of source.)

Approximately \$26M. See sources and uses of funds below.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Uses of Funds	Total	predevelopment	construction	permanent
Acquisition & Carrying Costs	3,590,286	3,590,286	-	3,590,286
Construction	15,097,069	-	15,097,069	15,097,069
Architect, Engineers, Permits	2,799,566	1,057,300	1,742,266	2,799,566
Indirect Expenses	666,000	246,000	390,000	666,000
Financing	1,055,306	9,000	1,046,306	1,055,306
Other (Taxes, Soft Cost Contingency, Reserves)	618,620	273,771	100,000	618,620
Developer Fee & Syndication Costs	2,181,636	17,500	664,136	2,181,636
Repay BRIDGE advance	-	-	-	-
Repay Construction Loan	16,383,634	-	-	-
Total	42,392,117	5,193,857	19,039,777	26,008,483

Sources of Funds	Total	predevelopment	construction	permanent
MCF	2,000,000	1,293,857	706,143	2,000,000
County of Marin	3,000,000	3,000,000	-	3,000,000
Tax Credit Investor	13,247,208	-	900,000	13,247,208
Construction Lender	16,383,634	-	16,383,634	-
Permanent Lender	5,811,275	-	-	5,811,275
GP Equity	-	-	-	-
Deferred Development Fee	-	-	-	-
County Offsite Funding	450,000	-	450,000	450,000
Tamalpais Foundation	200,000	-	200,000	200,000
CDBG	900,000	900,000	-	900,000
HOME	400,000	-	400,000	400,000
Additional Gap Funds	(0)	-	-	(0)
Total	42,392,117	5,193,857	19,039,777	26,008,483

CDBG Prior Year	531,791	HOME Prior Year	84,224
CDBG 2013 Funding Request	250,000	HOME 2013 Funding Request	200,000
CDBG Future Year Funding Request	118,209	HOME Future Year Funding Request	115,776

8. **Other Sources of Funds for this Project:** *Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?*

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Perm Loan	Perm source	6,910,716		No		Will apply in 2015
Tax credit equity	Perm source	12,247,132		No		Will apply in 2015
County Housing Trust	Construction/Perm	3,000,000		No		currently
MCF	Construction/Perm	2,000,000		No		currently
CDBG	Acquisition/Perm	900,000	2011 and 2012	\$531,791 committed	2012 and 2013	
Home Funds	Construction/Perm	200,000	2011 and 2012	\$84,224 committed	2012 and 2013	
County Off-Site Funds	Construction/Perm	450,000	CDA applied	Yes		
Tamalpais Foundation	Acquisition/Perm	200,000		No		2014 and 2015

9. **Project Implementation:**

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

BRIDGE will be responsible for implementing this project which will be implemented over the next 3-4 years as we work through the entitlement process (securing environmental approvals & a master plan), and as we further develop the design & seek building department approvals of financing.

10. **Need for the Project:**

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

The project will serve households earning no more than 60% of Area Median Income (AMI). Units will be targeted to lower income ranges. The precise mix will be determined as the financing plan is developed and has specific targeting requirements that are to be determined. Eligibility will be determined by BRIDGE Property Management Company through the lease-up process and annually thereafter using TCAC standards for income screening. Any special requirements for income screening for CDBG will be integrated into the process.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Marin County is the wealthiest county in California with a high home ownership rate and very little affordable housing. Average "asking rents" within the Marin market have risen 34% in the last 4 years (Realfacts.com). Currently, the average "asking rent" for a 2 bedroom 1 bath apartment within this market area is \$2,060 and out of reach for very low and low income households. This leads most low income residents to overpay for housing; 84% or renters at or below 80% of AMI are overpaying, according to the County Housing Element. The occupancy rate is currently over 95%, which indicates a very tight and unhealthy rental market. As documented by studies funded by the Marin Community Foundation, the majority Marin's service sector workforce commute into the County because the cost of housing in Marin is out of their reach. Marin's notoriously bad commute hour traffic and its impacts on air quality are a direct result of the County's overheated and over-priced rental market.

The proposed Marinwood project will directly target these families who work in Marin and are in need of conveniently located, high quality housing at affordable rents. In addition to being affordable, the site offers the advantage of having public schools nearby in the acclaimed Dixie School District and transit linkages along Highway 101. Marinwood Market will provide convenient shopping and the project's on-site amenities will include laundry facilities, a multi-purpose community

room, BBQ area, a community garden, open space, and play areas/courtyards. The site's location and affordably levels will help us to quickly fill units as they come online.

- C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

We won't know which demographic groups are least likely to apply until marketing begins. Latinos and African Americans constitute an extremely small demographic group within the immediate area surrounding the site. Affirmative marketing to these groups is likely to be required.

If this project involves housing, how will it affirmatively further fair housing?

Marketing of the Marinwood project will be managed by BRIDGE's property management company, BRIDGE Property Management Company ("BPMC"). BPMC manages all of BRIDGE's Marin affordable rental communities and is very familiar with all of the social service networks and media outlets in the county. We will coordinate an affirmative marketing campaign for Marinwood using these networks and resources to ensure that there are equal housing opportunities. With respect to treatment of applicants, the process will not discriminate against any individual or family because of race, color, creed, national or ethnic origin or ancestry, religion, sex, sexual preference, gender identity, age, disability, handicap, military status, source of income, marital status or presence of children in a household, AIDS -related conditions, or any other arbitrary basis. When active marketing commences BRIDGE will advertise in both local and regional newspapers as well as multilingual papers. All marketing materials will display the Equal Opportunities Logo. BRIDGE will post signage at the project site shortly before construction is complete with a telephone hot line that will be available in both English and Spanish. These fair housing efforts will be continued throughout the operation of the project by BPMC.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

BRIDGE has worked on a number of developments with Section 3 hiring requirements. While we understand the funding we are requesting through the CDBG program will not trigger Section 3 hiring requirements, we understand that the County wants to see a demonstrated effort to outreach to women and minority-owned firms within the market area and that efforts be made to hire low-income people. BRIDGE and its general contractor will work with the County to identify minority and women-owned firms and will solicit bids from qualifying firms. Because there is no immediate population of low income residents, we will encourage all subcontractors to outreach to job training and apprentice programs serving low income people.

- D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

The project will be fully compliant with all federal, state and local accessibility requirements. All ground floor units will be fully accessible. The leasing office and community building will be at ground level and will be fully accessible. The site, which is very flat, will meet all grade requirements for common outdoor play areas.

- E. Green Building: *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

BRIDGE is committed to providing a variety of green measures in all our projects which include: Low-Mercury Lamps, ENERGY-STAR qualified clothes washers in central laundry facilities and ENERGY-STAR refrigerators in each unit; double-flush toilets in every unit, built-in recycling in each unit, low-VOC interior paints, recycled content carpet and CRI-green label certified to cover 75% of all floor area, and on site storm water management to the degree possible, as well as bio-swailes and planter boxes, and native drought resistant plants in the landscape design. We will also explore the possibility of participating in the Greenpoint rating program or other comparable sustainable building verification.

- o For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- o The current year's application form must be used.

- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

DEVELOPMENT SUMMARY

MARINWOOD 9% SCENARIO

Assumptions										Modifications
Total Site Area (Acres)	2.56	111,514	s.f.	Density (Units per Acre):	28	DUAC				Unit mix altered to get to
Total Number of Units	72			Gross Building Area	72,541					Still assuming PBS8 for 25
Number of Parking Spaces	114									Using the credit pricing ar

A. DEVELOPMENT BUDGET SUMMARY

Description	Total Amount	per Resid. Unit	per Resid. NSF	per Resid GSF
Acquisition & Related Holding Costs	\$3,590,286	\$49,865	\$60.35	\$47.14
subtotal	0	0	0.00	0.00
Construction - New Structure	\$13,104,000	182,000	\$220.27	\$172.05
Construction - Offsites	\$682,669	9,482	\$11.48	\$8.96
Furnishings and Equipment	130,000	1,806	2.19	1.71
Hard Cost Contingency - New	10.00% 1,310,400	18,200	22.03	17.21
Hard Cost Contingency - Reuse	6.00% 0	0	0.00	0.00
subtotal	\$15,227,069	\$211,487	\$255.96	\$199.93
Architecture/Engineering	\$1,142,400	\$15,867	\$19.20	\$15.00
Permits and Fees	1,657,166	23,016	27.86	21.76
Construction Loan Interest/Fees	912,497	12,674	15.34	11.98
Bond Cost of Issuance	142,809	1,983	2.40	1.88
Permanent Loan Fees/Costs	0	0	0.00	0.00
Legal	285,000	3,958	4.79	3.74
Appraisal/Market Study	20,000	278	0.34	0.26
Marketing/Lease-up	176,000	2,444	2.96	2.31
Title/Audit/Cost Certification	105,000	1,458	1.77	1.38
Insurance	138,771	1,927	2.33	1.82
Property Taxes	0	0	0.00	0.00
Soft Cost Contingency and Reserves	479,849	6,665	8.07	6.30
subtotal	\$5,059,491	\$70,271	\$85.05	\$66.43
Syndication Costs and Developer Fee	\$2,131,636	\$29,606	\$35.83	\$27.99
TOTAL DEVELOPMENT COSTS	\$26,008,483	\$361,229	\$437.19	\$341.49
check	\$			

B. SOURCES AND USES

Sources of Funds	Predevelopment Period	Construction Period	Permanent Period
MCF	\$1,293,857	\$706,143	\$2,000,000
County of Marin	\$3,000,000	\$0	\$3,000,000
Tax Credit Investor	\$0	\$900,000	\$13,247,208
Construction Lender	\$0	\$16,383,634	\$0
Permanent Lender- Tranche A	\$0	\$0	\$4,380,913
Permanent Lender- Tranche B	\$0	\$0	\$1,430,362
GP Equity	\$0	\$0	\$0
Tamalpais Foundation	\$0	\$200,000	\$200,000
Deferred Development Fee	\$0	\$0	\$0
County Offsite Funding	\$0	\$450,000	\$450,000
CDBG/HOME	\$900,000	\$400,000	\$1,300,000
Additional Gap Funds	\$0	\$0	\$0
TOTAL SOURCES	\$5,193,857	\$19,039,777	\$26,008,483
Uses of Funds			
Acquisition & Carrying Costs	\$3,590,286	\$0	\$3,590,286
Construction	\$0	\$15,097,069	\$15,097,069
Architect, Engineers, Permits	\$1,057,300	\$1,742,266	\$2,799,566
Indirect Expenses	\$246,000	\$390,000	\$666,000
Financing	\$9,000	\$1,046,306	\$1,055,306
Other (Taxes, Soft Cost Contingency, Reserves)	\$273,771	\$100,000	\$618,620
Developer Fee & Syndication Costs	\$17,500	\$664,136	\$2,181,636
Repay BRIDGE advance	\$0	\$0	\$0
Repay Construction Loan	\$0	\$0	\$0
	\$5,193,857	\$19,039,777	\$26,008,483

C. FINANCING ASSUMPTIONS

CONSTRUCTION LOAN	
Lender:	
Loan Amount:	\$0
Loan Term:	18 mos
Note Rate:	4.00%
> 50% Basis plus Land?	no 0.0%
PERMANENT DEBT SOURCE 1	
Lender:	
Loan Amount:	\$4,380,913
Loan Term:	30
Note Rate:	6.25%
Payment (annual):	\$470,844
DCR:	1.15
LOCAL GOVERNMENT	
Lender:	City / County
MCF	\$2,000,000
County Loan Amt	\$4,350,000
Loan Term:	55
Note Rate:	3.00%
Annual Admin Fee:	\$0 yr
Per Unit:	\$27,778
STATE FUNDING	
Lender:	
Loan Amount:	
Loan Term:	
Note Rate:	0.42%
Payment (annual):	\$0
DCR:	0.00

D. FIVE YEAR CASH FLOW

Description
Tenant Rental Income - R
PBA Rent Subsidy
Misc. Income (Laundry)
Gross Scheduled Income less Vacancy/Collection L
Effective Gross Income W less Operating Expenses F less Replacement Reserve less Property Taxes / CFC less Annual Issuer Admin
Net Operating Income W Total Hard Debt Payment
DISTRIBUTABLE CASH FLO less City reqd. Operating l less PM, AM Fees & Add'l
Net Cash Flow
Cash Flow Distribution
Deferred Developer Fee
Incentive Management F
City / County
HCD

E. ANNUAL OPERATING EXP

Investor Equity - Federal Credit	
Net Rate	\$1.05
Net Pay-in	\$13,247,208
Initial Pay-in	\$900,000
Credit Rate (9% if PLS by end of '13)	7.43%
Annual Federal Credits	\$12,616,389
Investor Equity - State Credit	
Net Rate	\$0.550
Net Pay-in	\$0
Financing gap less equity from acq basis	\$13,247,208
Remaining gap	\$13,247,208
Tie breaker	13,247,208
Local Funds	\$8,380,362
Total Dev Costs	\$26,008,483
1st Tie Breaker	32.22%
Basis for Credits	13,061,796
1st basis/costs	49.78%
2nd tie breaker	16.59%
Total Tiebreaker Score	48.815%

UNIT MIX AND RENTS

F. 1 Bedroom
1 Bedroom
1 Bedroom
1 Bedroom
1 Bedroom
2 Bedroom
2 Bedroom
2 Bedroom
2 Bedroom
2 Bedroom
3 Bedroom
3 Bedroom
3 Bedroom
3 Bedroom
3 Bedroom
4 Bedroom
4 Bedroom
4 Bedroom
4 Bedroom
4 Bedroom
Manager (3 BR)
Total Annual Gross Rents

Modifications

12/12/2013 14:07

Unit mix altered to get to 30% 3. Results in less 2bdrms and more 1s and 3s.
Still assuming PBS8 for 25% of the units.
Using the credit pricing and rate we used of the Napa 9% numbers

OPTIONS		D. FIVE YEAR CASH FLOW					
LOAN	Description		2013	2014	2015	2016	2017
	Tenant Rental Income - Residential	2.50%	\$920,222	\$943,228	\$966,809	\$990,979	\$1,015,753
	PBA Rent Subsidy	0.00%	\$178,154	\$178,154	\$178,154	\$178,154	\$178,154
	Misc. Income (Laundry)	2.50%	\$6,912	\$7,085	\$7,262	\$7,443	\$7,630
Land?		4.00%					
	Gross Scheduled Income		\$1,105,289	\$1,128,467	\$1,152,225	\$1,176,577	\$1,201,537
	less Vacancy/Collection Loss - Residential	5.00%	(\$55,264)	(\$56,423)	(\$57,611)	(\$58,829)	(\$60,077)
IT SOURCE 1							
	Effective Gross Income WITH PBA		\$1,050,024	\$1,072,044	\$1,094,614	\$1,117,748	\$1,141,460
	less Operating Expenses Residential	3.50%	(\$479,736)	(\$496,527)	(\$513,905)	(\$531,892)	(\$550,508)
	less Replacement Reserves	\$400	(\$28,800)	(\$29,664)	(\$30,554)	(\$31,471)	(\$32,415)
	less Property Taxes / CFD Fees		\$0	\$0	\$0	\$0	\$0
	less Annual Issuer Admin Fee		\$0	\$0	\$0	\$0	\$0
MENT							
	Net Operating Income WITH PBA		\$541,488	\$545,853	\$550,155	\$554,385	\$558,538
	Total Hard Debt Payments		(\$470,844)	(\$470,844)	(\$470,844)	(\$470,844)	(\$470,844)
	DISTRIBUTABLE CASH FLOW		\$70,644	\$75,009	\$79,310	\$83,541	\$87,693
	less City reqd. Operating Reserves		\$0	\$0	\$0	\$0	\$0
	less PM, AM Fees & Add'l Rep Reserve		(\$20,000)	(\$20,600)	(\$21,218)	(\$21,855)	(\$22,510)
	Net Cash Flow		\$50,644	\$54,409	\$58,092	\$61,687	\$65,183
	Cash Flow Distribution						
	Deferred Developer Fee	\$0	\$0	\$0	\$0	\$0	\$0
	Incentive Management Fee to GP		\$0	\$0	\$0	\$0	\$0
	City / County		\$0	\$0	\$0	\$0	\$0
	HCD		\$0	\$0	\$0	\$0	\$0
			=====	=====	=====	=====	=====
	Debt Coverage Ratio		1.15	1.16	1.17	1.18	1.19

E. ANNUAL OPERATING EXPENSES (/UNIT) \$6,663 per unit per year (from Cathy Escobar 6/15/13)
\$479,736 per year (including city monitoring fees)

UNIT MIX AND RENTS		% Med. Inc.	Qty.	S.F	Mthly Rents	Mthly Income	Annual Income	Rent/s.f.
Federal Credit	F. 1 Bedroom	30%	3	625	\$555	\$1,666	\$19,994	0.89
	1 Bedroom	35%	0	625	\$654	\$0	\$0	1.05
	1 Bedroom	40%	3	625	\$753	\$2,260	\$27,115	1.21
	1 Bedroom	45%	3	625	\$852	\$2,556	\$30,676	1.36
	1 Bedroom	50%	12	625	\$951	\$11,412	\$136,944	1.52
	1 Bedroom	60%	9	625	\$1,149	\$10,339	\$124,070	1.84
F PIS by end of '13)	2 Bedroom	30%	2	840	\$658	\$1,316	\$15,797	0.78
redits	2 Bedroom	35%	0	840	\$777	\$0	\$0	0.92
State Credit	2 Bedroom	40%	2	840	\$896	\$1,791	\$21,494	1.07
	2 Bedroom	45%	2	840	\$1,014	\$2,029	\$24,343	1.21
	2 Bedroom	50%	7	840	\$1,133	\$7,931	\$95,172	1.35
	2 Bedroom	60%	7	840	\$1,370	\$9,593	\$115,114	1.63
acq basis	3 Bedroom	30%	3	1100	\$752	\$2,255	\$27,058	0.68
	3 Bedroom	35%	0	1100	\$889	\$0	\$0	0.81
	3 Bedroom	40%	3	1100	\$1,026	\$3,077	\$36,929	0.93
	3 Bedroom	45%	3	1100	\$1,163	\$3,489	\$41,864	1.06
	3 Bedroom	50%	7	1100	\$1,300	\$9,100	\$109,200	1.18
	3 Bedroom	60%	5	1100	\$1,574	\$7,871	\$94,452	1.43
	4 Bedroom	30%	0	1300	\$838	\$0	\$0	0.64
	4 Bedroom	35%	0	1300	\$993	\$0	\$0	0.76
	4 Bedroom	40%	0	1300	\$1,147	\$0	\$0	0.88
	4 Bedroom	45%	0	1300	\$1,302	\$0	\$0	1.00
	4 Bedroom	50%	0	1300	\$1,457	\$0	\$0	1.12
	4 Bedroom	60%	0	1300	\$1,612	\$0	\$0	1.24
	Manager (3 BR)		1	1100			\$0	
Score	Total Annual Gross Rents		72				\$920,222	

Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: BRIDGE Housing Corporation

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	70%
Low income people	25%
People above the low income limits	5%

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
<i>Ethnic/Racial Demographics</i>						
Asian-American/Pacific Islander	23%			1%		
African-American/Black	24%			11%	13%	
Caucasian/White	30%			29%	80%	
Native American				0%		
Mixed Heritage				2%		
Unknown/other	23%			47%	7%	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Latino/Hispanic Origin</i>						
Of Latino/ Hispanic Origin					7%	
NOT of Latino/ Hispanic Origin					93%	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Age</i>						
0-5 years old						
6-17						
18-24						
25-59					13%	
60 +					87%	
TOTAL %	100%	100%	100%	100%	100%	100%
<i>Gender</i>						
Female			50%	63%	13%	
Male			50%	37%	87%	
Total %	100%	100%	100%	100%	100%	100%
<i>Disabled %</i>						

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	0%
On Advisory Committee	0%

Organization Profile – 2014-15 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

SH-8

1. **Project Name:** Countywide Residential Rehabilitation Loan Program
2. **Total Amount Requested:** \$ 500,000
Non-housing proposals must specify the amount requested from each planning area.

3. **Project Sponsor:** Housing Authority of the County of Marin

Contact Person: Kimberly Carroll

Title: Deputy Director

Mailing Address: 4020 Civic Center Drive
San Rafael, CA 94903-4173

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$ 35,000
Novato Planning Area	\$ 80,000
Richardson Bay Planning Area	\$ 45,000
San Rafael Planning Area	\$140,000
Upper Ross Valley Planning Area	\$ 35,000
West Marin Planning Area	\$ 15,000
Countywide Housing	\$150,000

Telephone: (415) 491-2348 **Ext.**

Fax: (415) 472-2186

E-mail: kcarroll@marinhousing.org

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

The Residential Rehabilitation Loan Program provides home repair and property improvement loans throughout Marin County to low-income owner occupants of single family homes, floating homes docked in approved berths, mobile homes located within mobile home parks and non-profit-sponsored group homes serving special populations.

5. **Project Description:**

The Rehabilitation Loan Program underwrites and funds low-interest home repair loans of up to \$35,000 to very low income homeowners, and non-profit group home sponsors, to undertake and complete necessary home repairs, correct substandard housing conditions and eliminate health and safety hazards. Borrowers must be the owner-occupants of the home and fall below the very-low income limits per current HUD Area Median Income Schedule.

Eligible work includes the repair or upgrading of existing plumbing, heating and electrical systems, roof repair or replacement, correction of foundation, drainage, dry rot and termite-related problems, emergency and/or storm-related repairs, energy and water conservation measures, ADA improvements for wheelchair accessibility such as ramps and showers. Homeowners and nonprofit group home sponsors receive technical assistance from staff in determining the scope of needed repairs, consultation with local building departments, development of cost estimates, obtaining of bids and contracting for the repairs, monitoring and inspecting the work under construction and issuing progress payments for labor and materials. The specific repayment terms of each loan are tailored to fit the homeowner's individual financial circumstances.

Over the past 38 years, the Residential Rehabilitation Loan Program has received 1,394 applications and has made 725 loans totaling \$12,686,693 as well as 69 further advances on existing loans totaling \$494,037.

6. Total Project Cost: (Include all costs for this particular project regardless of source.)

Total CDBG funds requested are \$500,000. Of this amount \$150,000 is requested from the Countywide Housing allocation for loans to be made available throughout the County, and a combined total of \$350,000 is requested from individual Planning Areas for additional loans to be made within each Planning Area

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

Individual rehabilitation loans range from \$5,000 to a maximum of \$35,000. The funds requested will provide loan funds for approximately 20 new loans at an average loan amount of \$25,000.

Administrative costs to run the program totaled \$220,000 for the last 12-month period. These costs support three staff members, central office costs, departmental supplies and marketing expenses.

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Comm. Fdn.	Gates Coop	\$1,303K	1996	Yes	1996	1996

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Marin Housing Authority administers the Residential Rehabilitation Loan Program and is responsible for its implementation throughout the county. The staff includes two half-time Homeownership Programs Specialists, a half-time Programs Services Coordinator, with support provided by General Services and Accounting staff. The program has been in existence many years and is continually evolving to reflect current construction codes, rehabilitation guidelines and practices in accordance with HUD requirements and industry standards.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

Since 2001, the program has specifically benefited very low-income homeowners and non-profit-sponsored group homes serving very low income special populations. Every household assisted through the program has income well below 80% of median with the majority (90%) below 50% of median. The average household income is 35% of median. Eligibility is documented in a personal interview conducted with each applicant in which original tax returns, pay stubs, assistance payments and all other sources of income are reviewed and copied to the file.

The program ensures long term affordability in two ways: 1) by providing low-cost financing that enables a low-income homeowner to repair and maintain his/her home in order to continue to reside in it; and 2) by providing the option of deferred principal and interest repayment, thereby allowing the borrower to avoid unaffordable loan payments. Staff works closely with other social service agencies in identifying and assisting clients who include:

Elderly and Disabled: The program assists elderly and disabled homeowners on fixed (often minimal) incomes to repair unsafe conditions in their home, catch up on critical deferred maintenance, and install accessibility improvements, so that they may "age in place". In many cases the ability to install building accommodations makes the critical difference in enabling a homeowner to remain in his/her own home.

Female Head of Household: Families with only one head of household often face an insurmountable financial obstacle when faced with urgently needed home repairs. In some cases having to sell and relocate out of the County may be the only alternative.

Special Populations: The program is available to non-profit-sponsored group homes serving special populations, including the developmentally disabled, mentally ill and troubled youth, most of whom only receive SSI.

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

With continually escalating real estate prices and the resulting decrease in affordable housing, the Rehab Loan Program is the only way for low-income homeowners, often elderly citizens on fixed incomes who purchased their homes many years ago, to retain ownership of their affordable home and maintain their property in a safe and livable condition while allowing them to age in place.

Most low-income homeowners are unable to qualify for conventional property improvement loans and therefore cannot perform the maintenance required to preserve their homes in good condition. In addition, lenders are unwilling to lend on mobile homes and floating homes. The Rehab Loan Program is the only recourse for all of these owners when faced with home repair emergencies. It can also be used to implement energy efficiency measures to lower energy costs which can be prohibitive for low-income homeowners.

C. Equal Opportunity: *For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)*

Racial and ethnic minorities are underrepresented in the Rehab Loan Program which reflects their low homeownership statistics. Program applications and brochures are available in Spanish and Vietnamese as well as English and are disseminated through senior centers, community centers, Hispanic agencies, social service agencies, lawyers for the elderly, senior resource directories, mobile home and floating home site management offices, public libraries and workshops. Interpreters are also available on MHA staff.

If this project involves housing, how will it affirmatively further fair housing?

By serving low-income households who are underrepresented as homeowners in this high-priced real estate market of Marin County, the Program furthers fair housing by providing the means for them to remain in their homes. However, this means that the majority of borrowers are elderly who were able to buy their homes years ago but are now very low-income. It is next to impossible for current low-income prospective homebuyers to buy into this market unless it is by purchasing a Below-Market-Rate housing unit and tapping into the mortgage assistance programs available through MHA. In order to reach this demographic of younger low-income households, the income guidelines for the Rehab Loan Program were expanded from very-low (50% AMI) to low (80% AMI) for BMR owners and a fully amortized repayment plan required. Several such Rehab Loans have been made to BMR owners to cover the cost of special assessments for exterior repairs as well as accessibility and energy improvements and other necessary upgrades, thereby allowing them to remain in their homes.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

A list of contractors who have worked successfully on rehab loan projects is maintained by staff and continually updated. RFPs have been sent out in the past to attract women and minority construction companies to add to the list. The list is handed out only to borrowers who request recommendations and we suggest that they solicit three bids before signing a contract. The choice of contractor, however, is ultimately up to the homeowner. For small non-technical projects under \$500, homeowners may use unlicensed low-income laborers or handy people.

- D. **Accessibility:** *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Accessibility to the Rehabilitation Loan Program for applicants with physical disabilities is ensured by the fact that all of the contact between staff and client takes place in the client's home or over the telephone but office visits to our fully accessible office are also possible. Most importantly, the Rehab Loan Program is ideal for installing accessibility improvements such as grab bars, ramps, electric stair lifts, handicapped showers, door widening and kitchen modifications. Even elevators have been installed when needed.

- E. **Green Building:** *For new construction or rehabilitation, what will you do to incorporate "green building" principles?*

Whenever and wherever feasible, "green building" principles will be applied and implemented to assure the highest possible energy efficiency of the dwelling and the use of methods and materials least disruptive to the environment. Typical improvements include installation of high-efficiency windows and appliances, insulation in walls, ceilings and floors, low-flow toilets and shower heads, and weather-stripping.

- For further information, please call Roy Bateman (473-6698). It's ok to call with any questions at any time.
- The current year's application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you'd like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don't forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don't accept e-mailed or faxed applications.

Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: HOUSING AUTHORITY OF THE COUNTY OF MARIN

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	95%
Low income people	3%
People above the low income limits	2% BMR Program only

Percentages (%)	Clients Your Organization Serves	Clients for this Project	Support Staff	Professional Staff	Board	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	8%		8%	28%		
African-American/Black	22%	6%	19%	29%	14%	26%
Caucasian/White	51%	94%	73%	43%	86%	74%
Native American						
Mixed Heritage	1%					
Unknown/other	19%					
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	18%	6%	10%			
NOT of Latino/ Hispanic Origin	82%	94%	90%	100%	100%	100%
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	5%					
6-17	17%					
18-24	13%					
25-59	39%	39%				
60 +	26%	61%				
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female	62%	70%	73%	42%	58%	85%
Male	38%	30%	27%	58%	42%	15%
Total %	100%	100%	100%	100%	100%	100%
Disabled %	28%	30%	0	0	23%	unk

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	30%
On Advisory Committee	90%

Organization Profile - 2014-15 Data Collection Pilot

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

SH-9

**MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15**

1. **Project Name: Whistlestop Senior Housing**

2. **Total Amount Requested:** \$1,000,000
Non-housing proposals must
specify the amount requested
from each planning area.

3. **Project Sponsor: Eden Housing Inc.**

Contact Person: Andrea Osgood
Title: Associate Director of Real Estate Development

Mailing Address: 2264 Grand St. Hayward CA 94541

Telephone: 510-247-8103 **Ext.**

Fax: 510.582.0122

E-mail: aosgood@edenhousing.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

4. **Project Location: (Precise street address).** For housing and capital projects, include the year the building was constructed and the Assessor's Parcel Number.

930 Tamalpais Avenue
San Rafael, CA 94901
APN# 011-277-01

Existing building originally constructed in 1929 and subsequently remodeled 1987.

5. **Project Description:**

Overview

The impending arrival of the SMART train in the downtown area of Central San Rafael has presented Whistlestop (www.whistlestop.org) with an opportunity to transform its current building into a transit-oriented senior center with on-site services and housing for seniors. This transformation will not only allow Whistlestop to manage the impacts of the new train station, but will also allow for a modernization and expansion of their facilities that serve seniors all over Marin and create critically needed affordable housing for seniors.

Whistlestop has partnered with Eden Housing to help realize their vision for a new facility that will include up to 51 units of on-site affordable senior housing to complement its Active Aging Center and Jackson Café. These affordable housing units will be owned separately by a tax credit partnership controlled by an Eden affiliate. This affordable component is the subject of this application.

Community Benefits

The new Whistlestop development will allow a highly respected and admired local non-profit to continue serving Marin County seniors and meet the growing demand for their services.

According to a recent article in the Marin Independent Journal, more than one in every three Marin residents will be 65 or older by 2030. Meeting the needs of this so called "Silver Tsunami" will require a variety of improvements to available services including more convenient public transit, improved access to affordable health care, and increased availability of congregate meal and home-delivered food programs. Whistlestop – as the oldest and largest senior services provider, the paratransit operator for the whole County and with its location at Marin County's regional transportation hub (Bettini Transit Center) and future SMART station – is ideally positioned to help meet these needs and serve the aging population in Marin in the most efficient way possible. Its central location and transit options will make it easier for seniors to travel to the center, and the expanded building space will allow Whistlestop to continue leveraging partnerships with other non-profits to offer a wide array of services to seniors (health clinics, screenings, etc.).

The new development will also provide up to 51 units of critically needed affordable housing for seniors. These one bedroom units will provide homes to very low to extremely low income seniors, aged 55 and older, who earn less than 50% of Area Median Income. The project will include high quality amenities including a community room, a computer center and library, and landscaped courtyards and furnished lobbies for casual social interaction. The affordable units will not only offer quality, safe homes at an affordable price, but as the first affordable transit-oriented community for older adults in Marin County, the development will also allow residents a high degree of mobility without a car. Combined with the on-site services offered by Whistlestop and the amenities in nearby downtown San Rafael, seniors will be able to live a rich, engaged life.

Finally, the new Whistlestop building will offer opportunities to create a key gateway development into the City. Eden and its design team have already laid the ground work to collaborate with SMART to ensure that the station and building work together aesthetically and improve the urban environment for downtown shoppers, diners and other visitors. This kind of collaboration and leadership from the private and non-profit sector is particularly needed in an era without redevelopment agencies. The team will work with community stakeholders to design an anchor development with elements of civic gathering spaces that will activate, improve and enliven this corner of downtown San Rafael for all residents.

Proximity to Transit, Services and Amenities for Future Residents

Whistlestop Senior Housing will be developed on a quintessential infill site, located in the downtown area, and close to transportation, services, and community amenities. The future SMART train station will be located adjacent to development and will offer seniors the ability to travel easily through Marin and Sonoma counties. For more local trips, seniors will be able to walk two blocks to the Bettini Transportation Center where there are over 16 separate bus routes operated by three carriers including Marin Transit, Golden Gate Transit and Sonoma County Transit. In addition, Marin's Whistlestop Wheels Para-Transit service will be available on-site for all residents.

Residents will also be able to partake in the senior services offered on-site in the Whistlestop Active Aging Center. Seniors will find enrichment and fitness courses, special events, game groups, specialty groups, and outreach services that bring people together, encourage social connections, and create new learning experiences. Finally, residents will also be eligible to receive low-cost lunches in the on-site Jackson Café, a program operated by Whistlestop. Other important amenities within 0.5 miles include a Walgreens, several banks, retail stores and restaurants and coffee shops.

Affordability

We plan to finance the housing component through the Low Income Housing Tax Credit Program (9% credits). As such, a Regulatory Agreement will be recorded on title requiring that the housing remain affordable at 50% of Area Median Income for a period of 55 years. Other projected financing sources may add other regulatory constraints.

6. Total Project Cost: *(Include all costs for this particular project regardless of source.)*

The total project cost for this project is projected to be \$22,530,134 -- with the residential component totaling \$17,959,532. Approximately 60% of the site will consist of affordable senior housing and 40% for Whistlestop administrative and program uses. The attached pro forma and sources and uses schedule details the commercial and residential uses both separately and in combination.

7. Project Budget for CDBG Funds:

Budget **must** include an itemized estimate of how you would spend the CDBG amount you are requesting, as accurate and comprehensive as possible. For example, land or building acquisition costs, construction costs, remodeling costs, architectural and engineering fees, salaries, administrative expenses, etc. **For rehabilitation or construction projects, you must include a contractor's written bid or other equally reliable cost estimate, using Davis-Bacon wage rates if applicable.** If your project includes residential rehabilitation, describe your plans to comply with federal lead paint regulations.

CDBG funds would be used exclusively for land acquisition costs.

8. Other Sources of Funds for this Project: Include amount, source, use, status, and timing of funds other than CDBG funds, if applicable. Have you applied for the other funds? Are the other funds **firmly committed** for this project?

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
Marin Community Foundation	Predevelopment & Construction	\$200,000	2013	Yes	10/3/2013	Spring 2014
Marin Workforce Housing Trust	Construction	\$500,000	11/2013	No	N/A	N/A
City of San Rafael	Predevelopment & Construction	\$1,500,000	N/A	No	N/A	N/A
AHP	Construction	\$500,000	N/A	No	N/A	N/A
LP Tax Credit Equity Investment	Construction	~\$12 million	N/A	No	N/A	N/A

9. Project Implementation:

Who will be responsible for implementing the project? How will it be implemented and what is the proposed schedule for project implementation?

Eden Housing will be primarily responsible for implementing the project, but is partnering with Whistlestop, the current land owner and commercial space owner of the new project. Eden and Whistlestop have entered into an agreement that will define how the two organizations will implement the development, financial, ownership, construction, and operational responsibilities for the project.

A Project Developer has been assigned the day to day responsibility for moving the project forward with support from the Director of Real Estate Development and the Executive Director. Eden has hired the architecture firm of Forsher + Guthrie. Working with Forsher + Guthrie, Eden and Whistlestop will work to secure all land use approvals from the City of San Rafael, as well as CEQA and NEPA approvals.

The current estimated project schedule is as follows:

2/2013 to 12/2013	Design Development
1/2014 to 12/2014	Public Approvals
3/2015 to 06/2015	Final Financing Commitments (Tax Credit Application/Award)
11/2015 to 5/2017	Construction
1/2017 to 6/2017	Rent Up

CDBG funds will be spent on land acquisition at the close of construction, November 2015.

10. Need for the Project:

A. Need Group

What groups or individuals will benefit from the project? What income level will you serve? How will you document eligibility? CDBG recipients are required to provide documentation that the majority of the users have incomes at or below the CDBG income limits. The current upper income limits for CDBG beneficiaries are shown in the table below. Applicants for housing funds must describe how the project will ensure long-term affordability.

Low, very low and extremely low income older adults, age 55 and older, will benefit from the project. Resident incomes will be limited to households with incomes at or below 50% of the Marin County Area Median Income, with some of these units designated to serve Extremely Low Income seniors. By the incorporation of Low Income Housing Tax Credits, regulations will be recorded on title requiring the development to remain affordable to residents with incomes at or below 50% of Area Median Income for a 55-year term, with all residents' income re-certified annually.

Eligibility will be documented in the leasing application process and our property manager will follow all compliance steps to ensure residents meet the CDBG income limits.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

B. Project Rationale: *Why is this project needed? Will it assist an especially needy or underserved group?*

Whistlestop Senior Housing will make an impact on what many have acknowledged as one of the foremost social problems in one of the nation's highest-income counties, namely a lack of affordable housing. Seniors are among the vulnerable populations affected by the lack of affordable housing. Most seniors live on fixed pension or social security incomes and are often times forced to choose between paying for their housing and paying for other important needs, such as medicine. The Census Bureau assessed that more than 71% of Marin retirees receive Social Security income at a mean rate of \$15,838, an amount that falls short of what the Elder Index calculates to be the income required for a senior person to be able to live in Marin. A retiree in Marin with these earnings would only be able to afford \$396 per month for rent, based on paying 30% of one's income (a standard measure of housing costs).

The number of elderly in Marin County, and across the nation, only continues to grow. According to a report from the Marin County Division of Aging and Adult Services, "...the older population in Marin is increasing rapidly. Between 2005 and 2010, the number of Marin residents over 60 is projected to grow to 75,900, with the largest increase in the 70 to 79 year old cohort. ABAG projects that by 2012, almost 30% of Marin residents will be over age 60. This trend continues well into the foreseeable future, only slowing after 2030." Additionally, the California Department of Finance predicts that the elderly population will comprise 26% of the population increase in Marin over the next 40 years, with the greatest percentage increase in those elderly over 75 years of age. The Marin Commission on Aging (MCA) predicts even greater increases in Marin's elderly population. By the year 2020, according to MCA, one out of every three Marin residents will be 60 years of age or older.

Regional plans and assessments also document the need for this affordable housing. The ABAG Regional Housing Needs Assessment calls for 618 very low income housing units (those below 50% of AMI) to be built in Marin County between 2014 and 2022, and 240 very low income housing units to be built in San Rafael. Whistlestop Senior Housing's 51 units will meet 8% of Marin County's need and 21% of San Rafael's need.

Finally, the need for affordable housing in Marin is further evidenced by the low-vacancy rates and long-waiting lists at other affordable housing projects in the market area. In fact, both of Eden's existing properties in Marin have closed waitlists.

- C. Equal Opportunity: For all projects, which demographic groups are least likely to apply, and what affirmative marketing steps do you plan to reach them? (Affirmative marketing means analyzing which demographic groups are least likely to apply and taking extra steps to market the program to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. Be sure to consider race, ethnicity, and disability, as well as other demographic factors, in your analysis.)

Affirmative Marketing

The market area for Whistlestop Senior Housing is Marin County. The ethnic diversity of Marin’s population is low but is increasing. In 1990, 88.7% of the population was white and 11.3% was African-American, Asian, Pacific Islander, or of other races. People of Hispanic origin (who may be of any racial group) made up 7.8% of the population. According to the 2000 Census, the nonwhite population increased to 16% and the Hispanic population to 11.1%. The white population was 84%. And for 2010, the nonwhite population increased to 20% and the Hispanic population to 15.5%.

According to the 2010 Census, the racial composition of the City of San Rafael is 70.6% White, 2.0% African-American, 1.2% American Indian/Alaska Native, 6.1% Asian, 0.2% Native Hawaiian/Pacific Islander, 14.8% other population, 5.1% two or more races, and 30% Hispanic or Latino.

The racial composition for the Census Tract of the neighborhood is similar to that of San Rafael as well as Marin County, with some variation in the smaller minority numbers (see table), and Latinos being the predominant minority group.

Eden Housing is eager to serve the minority market for senior housing in the market area. The table below shows the racial composition for Marin County, San Rafael, the Census Tract population, and Eden’s portfolio.

COMPARISON OF RACIAL COMPOSITION (%)				
Ethnicity	Marin County	City of San Rafael	Census Tract 1110	Eden portfolio
White	80	70.6	72.8	29.7
Black/African-American	2.8	2.0	3.1	20.7
American Indian/Alaska Native	0.6	1.2	1.8	1.5
Asian	5.5	6.1	5.7	15.6
Native Hawaiian/Pacific Islander	0.2	0.2	0.4	
Other	6.7	14.8	11.3	15.6
Two or more races	4.2	5.1	5.0	
Hispanic or Latino	15.5	30	23.8	29
Total	100%	100%	100%	100%
Total Number of People	252,409	57,713	5,237	

Source: 2010 Census and Eden Housing Management Portfolio

Eden will make efforts to reach out all the minority populations in San Rafael and Marin County. In addition, as mentioned below, Eden will contact churches with large minority constituents in an effort to make sure that these minority communities have every opportunity to apply for residency at Whistlestop Senior Housing.

Based on Eden’s track record in affirmative outreach and marketing, Whistlestop Senior Housing will have a resident population that is more ethnically diverse than the population of the Census Tract of the project, the City of San Rafael, and Marin County. The diversity of the Eden’s resident population increases Eden’s confidence that it will capture a significant minority market for Whistlestop Senior Housing.

Outreach Efforts to Minority Senior and Religious Organizations

By creating an awareness of the project in the minority communities and incorporation of a sensitivity to cultural/ethnic issues in the building and service programs, Whistlestop Senior Housing will provide a much needed opportunity to minorities for quality affordable senior housing. Eden Housing, Inc. will continue to build on links to the minority communities. The following minority organizations are a sample of the organizations that will be contacted as part of the Affirmative Fair Housing Marketing Plan for this project:

- Whistlestop Senior Center, San Rafael (Hispanic, Vietnamese, Persian, Russian)¹
- Margaret Todd Senior Center - Alma Latina Club, Novato (Hispanic)
- Canal Welcome Center, San Rafael (all minorities)
- Marin City Senior Center, Sausalito (African-American, East Indian, Hispanic)
- Grassroots Leadership Network, San Rafael (all minorities)
- Spectrum LGBT, San Rafael (Lesbian, Gay, Bisexual, Transgender)
- Fair Housing of Marin, San Rafael (all minorities)

In addition to secular organizations serving minority groups, the following churches and religiously based organizations have been contacted and will be part of the marketing plan:

- Episcopal Senior Communities
- San Rafael First United Methodist Church
- Valley Baptist Church
- Saint Raphael Church & Mission San Rafael Archangel
- Open Door Christian Church

Eden will outreach to these faith communities and seek to deepen its relationship with them as the project moves through predevelopment/design/construction to the marketing phase. Eden also will advertise the property in regional newspapers and minority-owned newspapers.

If this project involves housing, how will it affirmatively further fair housing?

The housing component of the development will include up to 49 1-bedroom apartments and 1 2-bedroom manager apartment. The 1-bedroom apartments will be rented exclusively to lower income older adults age 55 and older with incomes below 50% of Marin County Area Median Income. As described more fully above, due to the comprehensive racial/ethnic diversity of the population already served by Eden Housing and our partner Whistlestop, this project is uniquely positioned to attract substantial numbers of racial/ethnic minority applicants, thereby resulting in an almost certain diverse racial/ethnic resident population. Eden will work closely with Whistlestop to marketing the housing to racial/ethnic minority groups (leveraging their racially/ethnically diverse client base) and to ensure that all affirmative fair housing requirements set by the County of Marin, and by the HOME and CDBG program are met or exceeded.

¹ Eden's partnership with Whistlestop provides instant access to a broad and diverse client base that we will reach out to for this project. The majority of clients that Whistlestop serves at their Active Aging Center are from groups that we will want to target under the affirmative marketing process. Whistlestop serves over 5,000 unduplicated older adults with the following demographic profile:

- Average age is 72.
- 79% are female; 21% are male.
- 39% are white; 33% are Hispanic or Latino; 15% are Asian; 8% are Persian; and 2% are African American; and 3% represent other nationalities.
- 84% report being at low to very low annual income levels: 16% under \$10,000; 53% between \$10,001 and \$20,000; and 15% between \$20,001 and \$30,000.

Whistlestop will incorporate all of its existing marketing communications strategies and programs to encourage clients to apply for the new affordable housing opportunity. Whistlestop can provide personalized assistance helping clients complete the appropriate application forms using our trained multicultural and bilingual staff.

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people.

Outreach to women and minority owned construction firms

Eden will work with a general contractor to strategize maximum outreach to potential Minority Business Enterprises/ Women Business Enterprises (MBE/WBE) prior to subcontractor bidding. In addition to industry sources and contacts that the general contractor may have, which may include local Apprenticeship programs and training programs, Eden will outreach through both government affiliated and independent non-profit training and job-force development programs in Marin County. Eden will encourage the general contractor to look at MBE/WBE candidates for non-construction positions, such as administrative help in the contractor's office, if possible.

Eden requires (via its contract with the General Contractor) that its contractors use best efforts by taking the following steps:

1. Request for sub bids from MBE/WBE Subcontractors/ Suppliers through bid advertisements and contacting local agencies for list of subcontractors.
2. Contractor must advertise the project in certain trade papers indicating that it's a MBE/WBE project and that there will be potential employment opportunities (i.e. Marin Independent Journal).
3. Contractor to check in with workforce developments agencies for list of available MBE/WBE workers.
4. Contractor to post flyers looking for potential new hires in the neighborhood of the jobsite, which identify the positions to be filled. Also post in other places such as Goodwill and the Housing Authority.
5. Contractor to include MBE/WBE clause in all subcontracts that requires subcontractors to make a great effort to hire MBE/WBE low income workers, maintain records, and forward them to the general contractor and Eden for our files. Subcontractors must undergo the same process as the general contractor in looking for new MBE/WBE hires.

D. Accessibility: *What steps are you taking to make this project (and your overall program) accessible to people with physical and other disabilities?*

Eden's practice is to make all units located on the ground floor or on a floor served by an elevator "adaptable" regardless of funding source and to "build-out" at least 5% of units where federal funding requires that we meet the Uniform Federal Accessibility Standards (UFAS). In addition, at least 2% of the units will be equipped to suit the needs of the hearing or visually impaired.

We would like our senior residents to be able to age in place and encourage this by building senior properties in which all units can be accessed on grade or by elevator and all units are adaptable for accessibility. This practice is memorialized in our design guidelines, which are provided to our architect and general contractor at the beginning of a project and when they are periodically updated. Specifically, we plan to do the following for all senior units:

- Install grab bars in all showers
- Install backing for future installation of grab bars at toilets
- Build removable base cabinets at kitchens and bathroom sinks
- Install finishes that recognize seniors' distinct needs (e.g., provide pulls on all cabinet doors, provide good lighting)

Eden is an equal opportunity housing provider and employer and has adopted a non-discrimination policy. A non-discrimination statement is included in the footer of our letterhead and website and the equal housing opportunity logo and statement are posted in our central and property offices. Our property management affiliate Eden Housing Management, Inc. has an established fair housing and reasonable accommodations policy.

E. Green Building: *For new construction or rehabilitation, what will you do to incorporate “green building” principles?*

Eden is an experienced “green” developer and is committed to incorporating green building principles into the design and construction of the project. We have been developing energy efficient buildings with durable, healthy materials and bay friendly landscapes with low water requirements for years. Our Sara Conner Court development was one of the first Green Point Rated projects in the Bay Area and we were named the Build it Green Affordable Developer of the Year for 2013. Our green strategy is guided by the requirements of our state funders, our participation in local technical assistance and rating programs, and our engagement of architects that are on the leading edge of green. We find that integrating green building principles into our developments can be an important means of building support for our work.

This project will be participating in the GreenPoint Rated (GPR) program and is expected to exceed the 100 points under this program. The development will meet or exceed green building requirements by the City of San Rafael.

- For further information, please call Roy Bateman (473-6698). It’s ok to call with any questions at any time.
- The current year’s application form must be used.
- Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
- **Applications sent by fax or e-mail will not be accepted.**
- This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you’d like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
- Don’t forget to fill out the Organization Profile form.
- All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don’t accept e-mailed or faxed applications.

Whistlestop Senior, 9% Tax Credits [Traditional Construction]
SOURCES AND USES OF FUNDS

SOURCES OF FUNDS	TOTAL	Acq/Predev.	Construction	Permanent	% of Total	Commercial	Residential	Per Unit	Assumptions	TERMS	Committed
Predevelopment Loan: Eden / TBD	\$ -	\$ 857,327	\$ (857,327)	\$ -	0.00%	\$ 1,928,656	\$ -	\$ -	4.50%	Eden LOC	No
Whistlestop Equity from land	\$ 1,928,656	\$ -	\$ -	\$ -	8.66%	\$ -	\$ 37,817	\$ -		Loan - 55 yr deferred loan @ 3% simple	No
City Affordable in Lieu Fund	\$ 1,500,000	\$ -	\$ 1,500,000	\$ -	6.66%	\$ -	\$ 29,412	\$ -		Loan - 55 yr deferred loan @ 3% simple	No
County of Marin CDBG	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	4.44%	\$ -	\$ 19,608	\$ -	\$595K; FY 12/1	Loan - 55 yr deferred loan @ 0% simple	No
Marin Workforce Housing Trust	\$ 500,000	\$ 500,000	\$ -	\$ -	2.22%	\$ -	\$ 9,804	\$ -	grant	Construction Loan @	No
Marin Community Foundation	\$ 200,000	\$ 200,000	\$ -	\$ -	0.89%	\$ -	\$ 3,922	\$ -		Loan @ 0%	No
Construction Loan	\$ -	\$ -	\$ (11,770,673)	\$ (11,770,673)	0.00%	\$ -	\$ -	\$ -			No
FHLB - AHP	\$ 500,000	\$ -	\$ 500,000	\$ -	2.22%	\$ -	\$ 9,804	\$ -			No
LIH Tax Credit-LP Capital Contribution	\$ 12,488,362	\$ -	\$ 1,248,836	\$ 11,239,526	55.43%	\$ -	\$ 12,488,362	\$ 244,870	6.00% int		No
LIH Tax Credit-GP Capital Contribution	\$ 3,422	\$ -	\$ -	\$ 3,422	0.02%	\$ -	\$ 3,422	\$ 67	1.02 cents		No
Housing Gap	\$ (0)	\$ -	\$ (0)	\$ -	0.00%	\$ -	\$ (0)	\$ (0)			No
Commercial Gap	\$ 2,641,946	\$ -	\$ 2,641,946	\$ -	0.00%	\$ 2,641,946	\$ -	\$ -			No
Permanent Financing	\$ 1,767,748	\$ -	\$ -	\$ 1,767,748	7.85%	\$ -	\$ 1,767,748	\$ 34,662	6.00% int	25 yr. term	No
Permanent Financing - Section 8 Mortgage	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	6.00% int	15 yr. term	No
Deferred Developer Fee	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -			No
TOTAL SOURCES	\$ 22,530,134	\$ 1,657,327	\$ 19,732,763	\$ 1,240,023	88.27%	\$ 4,570,602	\$ 17,959,532	\$ 389,964			

USES OF FUNDS	TOTAL	Acq/Predev.	Construction	Permanent	Basis Eligible	Commercial	Residential	Cost/Unit	Cost/SqFt	Assumptions	Comments
LAND & IMPROVEMENTS:											
Land Cost	\$ 1,928,656	\$ -	\$ 1,928,656	\$ -	\$ -	\$ 69,975	\$ 1,928,656	\$ 37,817	\$ 31	\$129	\$2.6M for total parcel. Prorated Housing portion shown.
Permanent & Temp Relocation (Commercial tenants)	\$ 271,000	\$ 271,000	\$ -	\$ -	\$ -	\$ -	\$ 201,025	\$ 5,314	4		4 commercial tenants @ max in lieu relo + consultant
Demolition	\$ 53,686	\$ -	\$ 53,686	\$ -	\$ -	\$ -	\$ 53,686	\$ 1,053	1		Housing portion only. Commercial portion shown below.
Environmental Remediation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0		None assumed.
Site Maintenance (i.e. Security, Clean-Up)	\$ 5,000	\$ -	\$ 5,000	\$ -	5,000	\$ -	\$ 5,000	\$ 98	0		
Site Value Beyond Cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0		
Title & Escrow - Land Acquisition	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	\$ 196	0		
Legal - Land Acquisition	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000	\$ 294	0		
Total Land & Improvements	\$ 2,283,342	\$ 271,000	\$ 2,012,342	\$ -	\$ 5,000	\$ 69,975	\$ 2,213,367	\$ 44,771	37		
DESIGN & CONSULTING:											
Architect	\$ 830,000	\$ 622,500	\$ 207,500	\$ -	\$ 615,686	\$ 214,314	\$ 615,686	\$ 16,275	13	8.50% of hard costs or min of \$25K.	
Civil Engineering/Joint Trench Utility Design	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 55,634	\$ 19,366	\$ 55,634	\$ 1,471	1		
Construction Estimating/Management Services	\$ 100,000	\$ 20,000	\$ 80,000	\$ -	\$ 74,179	\$ 25,821	\$ 74,179	\$ 1,961	2		
Engineering Reports (i.e. Topo, Noise, Soils, Traffic, Biology)	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 37,090	\$ 12,910	\$ 37,090	\$ 980	1		
Environmental	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 29,672	\$ 10,328	\$ 29,672	\$ 784	1		for an MND only
Testing & Inspection	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ 55,634	\$ 19,366	\$ 55,634	\$ 1,471	1		
Total Design & Consulting	\$ 1,170,000	\$ 807,500	\$ 362,500	\$ -	\$ 867,895	\$ 302,105	\$ 867,895	\$ 22,841	19		
CONSTRUCTION:											
Off-Site Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
On-Site Improvements	\$ 2,159,024	\$ -	\$ 2,159,024	\$ -	\$ -	\$ 2,159,024	\$ -	\$ 42,334	35	\$143	\$10 300K for kitchen + \$10 PSF TI of commercial space
Commercial/Childcare Construction	\$ 451,400	\$ -	\$ 451,400	\$ -	\$ -	\$ 451,400	\$ -	\$ 8,851	7		
Whistlestop Build Out	\$ 8,169,090	\$ -	\$ 8,169,090	\$ -	\$ 8,169,090	\$ -	\$ 8,169,090	\$ 160,178	131		Slab on grade: \$25
Unit Construction	\$ 895,200	\$ -	\$ 895,200	\$ -	\$ 493,330	\$ 404,870	\$ 493,330	\$ 17,612	14	\$50,000 each month of construction	
Podium/Garage	\$ 850,000	\$ -	\$ 850,000	\$ -	\$ 630,522	\$ 219,478	\$ 630,522	\$ 16,667	14	2% N/A	
General Requirements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
GC Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
Contractor Overhead & Profit	\$ 747,967	\$ -	\$ 747,967	\$ -	\$ 554,835	\$ 193,132	\$ 554,835	\$ 14,666	12	5.5%	
Contractors Bond & Insurance	\$ 228,407	\$ -	\$ 228,407	\$ -	\$ 169,430	\$ 58,977	\$ 169,430	\$ 4,479	4	1.9%	
Pricing Escalation/Design Contingency	\$ 789,600	\$ -	\$ 789,600	\$ -	\$ 585,718	\$ 203,882	\$ 585,718	\$ 15,482	13	7.0% pricing and design	
Furniture, Fixtures & Equipment (common area)	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ 51,000	\$ 1,000	1	5.00% owners	
Construction Contingency	\$ 714,684	\$ -	\$ 714,684	\$ -	\$ 530,146	\$ 184,538	\$ 530,146	\$ 14,013	11	346 per NRSF, excl. commd, confing, escalation & FF&E	
Total Construction	\$ 15,059,372	\$ 15,059,372	\$ -	\$ -	\$ 11,184,071	\$ 3,875,301	\$ 11,184,071	\$ 295,282	241		
INDIRECT COSTS:											
Permits & Fees	\$ 1,029,000	\$ 102,000	\$ 918,000	\$ -	\$ 756,627	\$ 263,373	\$ 756,627	\$ 20,000	16	20,000 current estimate	\$ 16,661.41 per unit + contingency

Construction Contingency	\$	714,064	\$	530,146	\$	184,538	\$	530,146	\$	714,013	\$	5,000	owners		
Total Construction	\$	15,059,372	\$	15,059,372	\$	11,184,071	\$	3,875,301	\$	11,184,071	\$	295,282	\$	346	per NRSF, excl. commcl, contng, escalation & FF&E
INDIRECT COSTS:	\$	1,020,000	\$	102,000	\$	756,627	\$	263,373	\$	756,627	\$	20,000	\$	20,000	current estimate
Permits & Fees	\$	50,000	\$	50,000	\$	37,090	\$	12,910	\$	37,090	\$	784	\$	784	estimate
City Consulting, Legal & Entitlements	\$	40,000	\$	40,000	\$	40,000	\$	-	\$	40,000	\$	784	\$	784	
Legal Fees - Constr. Loan Closing	\$	20,000	\$	-	\$	20,000	\$	-	\$	20,000	\$	392	\$	392	
Legal Fees - Perm. Loan Closing	\$	6,000	\$	6,000	\$	6,000	\$	-	\$	6,000	\$	118	\$	118	
Legal Fees - Organization	\$	22,000	\$	22,000	\$	22,000	\$	-	\$	22,000	\$	431	\$	431	
Audit Fees	\$	1,400,000	\$	1,075,000	\$	1,400,000	\$	-	\$	1,400,000	\$	27,451	\$	27,451	
Sponsor Administration	\$	10,000	\$	10,000	\$	10,000	\$	-	\$	10,000	\$	196	\$	196	
Appraisal	\$	10,000	\$	10,000	\$	10,000	\$	-	\$	10,000	\$	196	\$	196	
Market Study	\$	61,000	\$	61,000	\$	61,000	\$	-	\$	61,000	\$	1,196	\$	1,196	1000 + 10,000 for events and publicity
Rent/Up Marketing Reserves:	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Marketing & Bond Reserves	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Initial Services Reserve	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Operating Reserve	\$	150,789	\$	-	\$	150,789	\$	-	\$	150,789	\$	2,957	\$	2,957	25.0% operating costs & debt service
MHSA Capitalized Operating Subsidy Reserve	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	4 Months
Section 8 MHP Transition Reserve (combined)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	0.0 years
Partnership Management	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	of debt service
Issuer Services Fee Reserve	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
HUD MCI	\$	48,219	\$	35,000	\$	48,219	\$	-	\$	48,219	\$	906	\$	906	3%
Soft Costs Contingency	\$	2,836,008	\$	288,000	\$	2,836,008	\$	288,218	\$	2,836,008	\$	55,608	\$	55,608	
Total Indirect Costs	\$	67,690	\$	67,690	\$	67,690	\$	17,478	\$	67,690	\$	1,327	\$	1,327	
FINANCE & CARRYING COSTS:	\$	5,786	\$	25,073	\$	5,786	\$	17,525	\$	5,786	\$	113	\$	113	1.150% assumes take RE tax responsibility at construction close
Liability/COC Insurance	\$	67,870	\$	67,870	\$	67,870	\$	-	\$	67,870	\$	1,331	\$	1,331	N/A
Real Estate Taxes	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Predevelopment Loan Interest	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Costs of Issuance (Bonds)	\$	117,707	\$	117,707	\$	117,707	\$	-	\$	117,707	\$	2,308	\$	2,308	1.00%
Construction Loan Fees	\$	640,030	\$	640,030	\$	640,030	\$	-	\$	640,030	\$	12,550	\$	12,550	50% AOB during construction, 100% AOB post construction
Construction Loan Interest	\$	10,000	\$	5,000	\$	10,000	\$	-	\$	10,000	\$	196	\$	196	0.0%
Permanent Financing Fees & Expenses	\$	30,000	\$	30,000	\$	30,000	\$	-	\$	30,000	\$	588	\$	588	
Title & Escrow - Construction Loan	\$	15,000	\$	15,000	\$	15,000	\$	-	\$	15,000	\$	294	\$	294	
Title & Escrow - Permanent Loan	\$	75,850	\$	8,000	\$	75,850	\$	-	\$	75,850	\$	1,487	\$	1,487	
Lender-Appraisal, Legal & Consulting (Inspections incl)	\$	1,029,933	\$	80,870	\$	1,029,933	\$	35,003	\$	1,029,933	\$	20,195	\$	20,195	
Total Finance & Carry Costs	\$	2,000	\$	2,000	\$	2,000	\$	-	\$	2,000	\$	39	\$	39	4% of annual tax credit allocation
TAX CREDITS/SYNDICATION EXPENSES:	\$	48,979	\$	48,979	\$	48,979	\$	-	\$	48,979	\$	960	\$	960	4% of annual tax credit allocation
TCAC Application Fee	\$	48,979	\$	48,979	\$	48,979	\$	-	\$	48,979	\$	960	\$	960	
TCAC Allocation Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
TCAC Performance Deposit	\$	(48,979)	\$	(48,979)	\$	(48,979)	\$	20,500	\$	(48,979)	\$	(960)	\$	(960)	410 per unit (not including manager's unit)
TCAC Performance Deposit Refund	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	0.0% of bond allocation
TCAC Monitoring Fee	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
CDLAC Performance Deposit	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
CDLAC Performance Deposit Refund	\$	40,000	\$	10,000	\$	40,000	\$	-	\$	40,000	\$	784	\$	784	
Syndication Consultant	\$	40,000	\$	40,000	\$	40,000	\$	-	\$	40,000	\$	784	\$	784	
Syndication Legal Fees	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Syndication-Investor Legal	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Syndication Other: Bridge Loan Fees	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Syndication Other: Bridge Loan/Dev Fee Interest	\$	151,479	\$	109,958	\$	151,479	\$	-	\$	151,479	\$	2,970	\$	2,970	
Total TCAC/Syndication	\$	22,530,134	\$	1,657,327	\$	22,530,134	\$	4,570,602	\$	22,530,134	\$	441,767	\$	441,767	
TOTAL DEVELOPMENT EXPENSES:	\$	151,479	\$	109,958	\$	151,479	\$	-	\$	151,479	\$	2,970	\$	2,970	
TOTAL DEVELOPMENT EXPENSES:	\$	22,530,134	\$	1,657,327	\$	22,530,134	\$	4,570,602	\$	22,530,134	\$	441,767	\$	441,767	

Organization Profile – 2014-15 Data Collection Pilot

The County of Marin is interested in more deeply understanding the population demographics of those who staff, govern and/or utilize the services of Community Development Block Grant (CDBG) and HOME Program grantee and applicant organizations. More deeply understanding these demographics will address some of the topics highlighted in the 2011 Analysis of Impediments to Fair Housing in Marin.

The data gathered on this form will NOT determine an organization's likelihood to receive CDBG or HOME funding. If you do not collect or do not wish to share the demographic information requested, please check the appropriate box below. We hope you will be able to participate in this pilot project. If you have completed a similar organization profile form when applying for foundation grants in Marin, feel free to use the information collected for those forms if submitted within the last 12 months.

Name of Organization: Eden Development Inc. & Eden Housing Inc.

My organization does not gather demographic data. My organization does not wish to share demographic data.

Income of Level of Clients Your Org Serves %	(Please use the federal income guidelines on the reverse of this page.)
Very low income people	83%
Low income people	8%
People above the low income limits	9%

Percentages (%)	Clients Your Organization Serves	Clients for this Project <i>NOTE: Warner Creek Senior Housing</i>	Support Staff <i>NOTE: All staff provided together</i>	Professional Staff	Board <i>NOTE: Eden Development Inc.</i>	Advisory Committee
Ethnic/Racial Demographics						
Asian-American/Pacific Islander	15.6%	6%	18%			
African-American/Black	20.7%	8%	31%		14%	
Caucasian/White	29.7%	66%	49%		86%	
Native American	1.5%					
Mixed Heritage	1.2%		2%			
Unknown/other	15.6%	20%				
TOTAL %	100%	100%	100%	100%	100%	100%
Latino/Hispanic Origin						
Of Latino/ Hispanic Origin	29%	20%	35%			
NOT of Latino/ Hispanic Origin	71%	80%	65%		100%	
TOTAL %	100%	100%	100%	100%	100%	100%
Age						
0-5 years old	9%					
6-17	24%					
18-24			7%			
25-59 <i>(NOTE: all clients from 18 to 59 placed here, as we do not track these groups separately)</i>	50%		83%		57%	
60 +	17%	100%	10%		43%	
TOTAL %	100%	100%	100%	100%	100%	100%
Gender						
Female		51%	46%		57%	
Male		49%	54%		43%	
Total %	100%	100%	100%	100%	100%	100%
Disabled %						

Organization Profile – 2014-15 Data Collection Pilot

Involvement of Clients Your Organization Serves	Percent of Board/Committee Members Who Are Clients
On Governing Board	
On Advisory Committee	

Income Limits

Household Size	Very Low Income Limit (≈50% of Median Income)	Low Income Limit (≈80% of Median Income)
1	36,950	59,100
2	42,200	67,550
3	47,500	76,000
4	52,750	84,400
5	57,000	91,200
6	61,200	97,950

MARIN COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) PROPOSAL
2014-15

1. Project Name: San Rafael ADA Compliance

2. Total Amount Requested: \$300,000

3. Project Sponsor: City of San Rafael

Non-housing proposals must specify the amount requested from each planning area.

Contact Person: Richard Landis

Title: Public Works Administrative Manager

Mailing Address: 111 Morphew Street
P.O. Box 151560
San Rafael, CA 94915-1560

Telephone: 415-485-3354 Ext. N/A

Fax: 415-485-3334

E-mail: Richard.landis@cityofsanrafael.org

For non-housing projects only:	Funds Requested
Lower Ross Valley Planning Area	\$
Novato Planning Area	\$
Richardson Bay Planning Area	\$
San Rafael Planning Area	\$300,000
Upper Ross Valley Planning Area	\$
West Marin Planning Area	\$

Website (optional):

All future announcements will be sent to you by e-mail, unless you indicate otherwise: Please send by mail.

The County of Marin is committed to encouraging new grant applicants. Please call us at 473-6698 for advice about our requirements and what to emphasize in your application, and consider attending one of our informational workshops. HUD requires that all CDBG projects engage in affirmative marketing. That means analyzing which demographic groups are least likely to apply and taking extra steps to market the program or project to those groups. One aspect of affirmative marketing is implementing strategies to make your program more welcoming and comfortable to the groups which are least likely to apply. The goals of affirmative marketing are to enhance neighborhood diversity and to support the County's commitment to affirmatively furthering fair housing and equal opportunity.

The concept of fair housing encompasses both federal and state laws that prohibit housing discrimination. The federal Fair Housing Act prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including pregnancy and the presence of children), and disability. In addition, state law prohibits housing discrimination on the basis of age, ancestry, marital status, medical condition, source of income, sexual orientation, gender expression, gender identity, and many other categories.

- 4. Project Location: (Precise street address). This is a citywide project to make San Rafael's sidewalks, walkways, public buildings, parks, etc. accessible to individuals with disabilities. Therefore there are no specific street addresses.
- 5. Project Description: The City of San Rafael entered into a 10-year settlement agreement with the U.S. Department of Justice in 2004. The agreement requires the City to comply with the Americans with Disabilities Act (ADA) as it relates to the public right-of-way (sidewalks, streets, etc.) and facilities. All requested funds are for the construction of curb ramps that will make San Rafael's sidewalks and streets accessible for wheelchair users and other individuals with disabilities. The agreement calls for the construction of approximately 800 curb ramps on those "...streets, roads, and highways that have been constructed or altered since January 26, 1992."
- 6. Total Project Cost: \$300,000 (100% CDBG); Public Works staff is currently designing curb ramps for this rehabilitation/construction project. Adherence to Davis-Bacon wage rates will be mandatory.

7. **Project Budget for CDBG Funds:** Attached is the June 14, 2012 bid summary from San Rafael's most recent ADA-DOJ curb ramp construction project. These figures are indicative of the costs we expect to pay when we bid the next CDBG-funded ramp project.
8. **Other Sources of Funds for this Project:** There are no non-CDBG funds allocated to the project.

<u>Source</u>	<u>Use</u>	<u>Amount</u>	<u>Date You Applied</u>	<u>Are Funds Committed?</u>	<u>Date Funds Were Committed</u>	<u>When Available</u>
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9. **Project Implementation:** The Department of Public Works is responsible for project implementation. San Rafael will enter into a contract with a construction company to install curb ramps at designated intersections throughout the City. As stated earlier, this is an ongoing project mandated by the City's 2004 Settlement Agreement with the federal Department of Justice.
10. **Need for the Project:** San Rafael's annual curb ramp construction project benefits individuals with a broad range of needs. Examples are wheel chair users, others with ambulation issues, those who are visually impaired, etc. The project will serve individuals with disabilities who, based on 2010 census information, are considered to be low income relative to the non-disabled population.
- A. **Need Group:** The project will address the needs of individuals with a broad range of physical disabilities. e.g., wheel chair users, people with ambulation issues and those who are visually impaired. According to the 2010 census, the median income for disabled individuals living in San Rafael was well below the income limits shown on the table below.

Household Size	Income Limit
1	\$59,100
2	67,550
3	76,000
4	84,400
5	91,200
6	97,950
7	104,700
8	111,450

- B. **Project Rationale:** This project is needed to support the ongoing process of improving the accessibility of San Rafael's public right-of-way infrastructure (sidewalks, crosswalks, roads) to better serve the needs of individuals with a broad range of disabilities
- C. **Equal Opportunity:** As stated, the project will serve a diverse group of individuals with disabilities by constructing curb ramps throughout San Rafael. The nature of this construction project, managed by San Rafael's Public Works Department, therefore precludes the need for outreach to a specific demographic group.

If this project involves housing, how will it affirmatively further fair housing? N/A

If this project involves construction, discuss (1) your plans for recruiting women- and minority-owned firms to bid on the design and development of this project, and (2) your plans to provide employment opportunities to low-income people and businesses owned by low-income people. The City's contractor must comply with Caltrans Disadvantaged Business Enterprise (DBE) requirements. San Rafael's current DBE "target" is 7.71%. Contractors hired for San Rafael projects utilizing federal Department of Transportation (DOT) and/or Caltrans funds must make at least 7.71% of the construction budget available to minority-owned firms, e.g., African-American, Asian-

Pacific American, Native American, women. The goal of the DBE program is “to ensure nondiscrimination in the award and administration of DOT-assisted contracts”, and to “create a level playing field on which DBE’s can compete fairly for DOT-assisted contracts.”

- D. Accessibility: By nature and definition, San Rafael’s curb ramp project enhances public right-of-way accessibility for individuals with disabilities.
- E. Green Building: Green building principles are an integral part of the project. Curb ramp materials such as cement are produced by Dutra Materials, only a short driving distance from any of the curb ramp construction sites, thus minimizing construction vehicle emissions.
- For further information, please call Roy Bateman (473-6698). It’s ok to call with any questions at any time.
 - The current year’s application form must be used.
 - Completed applications may be mailed or hand-delivered to the Federal Grants Division, Marin County Community Development Agency, 3501 Civic Center Drive, Room 308, San Rafael, CA 94903-4157.
 - **Applications sent by fax or e-mail will not be accepted.**
 - This form can be expanded to accommodate additional text, but we encourage you to be brief. You may attach supplementary material. If you need more space for several questions, please answer all questions in sequence. If you’d like to download this form as a Microsoft Word document, visit www.marincdbg.com or www.co.marin.ca.us/depts/CD/main/comdev/FEDERAL/index.cfm.
 - Don’t forget to fill out the Organization Profile form.
 - All County publications are available in alternative formats (Braille, large print, or CD) upon request. Requests for accommodations may be made by calling (415) 473-4381 (Voice), 473-3232 (TDD/TTY), or by e-mail at disabilityaccess@marincounty.org. This form and other County documents are available in alternative formats upon request.

DEADLINE: APPLICATIONS MUST BE RECEIVED BY FRIDAY, DECEMBER 13, 2013, AT 5 P.M.

Remember that we don’t accept e-mailed or faxed applications.

**City of San Rafael - Dep
Bid Su**

ADA-DOJ Curb Ramps 2012-2013			Coastside Concrete		Rosas Brothers		Fieldstone Construction C	
City Project No. 15006			2160 W. Hearn Ave		4731 Coliseum Way		5915 Faight Road	
Bid opening: October 25, 2012			Santa Rosa, CA 95407		Oakland, CA 94601		Santa Rosa, CA 95403	
ITEM	EST QTY	UNIT	UNIT PRICE, \$	ITEM TOTAL, \$	UNIT PRICE, \$	ITEM TOTAL, \$	UNIT PRICE, \$	ITEM TOTAL, \$
Signs and Traffic Control	1	LS	\$7,500.00	\$7,500.00	\$2,500.00	\$2,500.00	\$8,500.00	\$8,500.00
Clearing and Grubbing	1	LS	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$25,000.00	\$25,000.00
Minor Concrete - Minor Structures								
3a Type A Curb and Gutter	750	LF	\$30.00	\$22,500.00	\$33.00	\$24,750.00	\$35.00	\$26,250.00
3b 6" Thick PCC Driveway	40	SF	\$10.00	\$400.00	\$12.00	\$480.00	\$15.00	\$600.00
3c 4" Thick PCC Sidewalk	1,550	SF	\$10.00	\$15,500.00	\$8.50	\$13,175.00	\$11.00	\$17,050.00
3d Curb Ramp - Case A	1	EA	\$2,500.00	\$2,500.00	\$1,700.00	\$1,700.00	\$3,500.00	\$3,500.00
3e Curb Ramp - Case C	13	EA	\$2,500.00	\$32,500.00	\$1,800.00	\$23,400.00	\$3,750.00	\$48,750.00
3f Curb Ramp - Modified Case C	2	EA	\$2,750.00	\$5,500.00	\$2,200.00	\$4,400.00	\$4,250.00	\$8,500.00
3g Type E Catch Basin	5	EA	\$1,200.00	\$6,000.00	\$4,400.00	\$22,000.00	\$3,500.00	\$17,500.00
3h Storm Drain Manhole	2	EA	\$3,000.00	\$6,000.00	\$5,800.00	\$11,600.00	\$5,500.00	\$11,000.00
Asphalt Concrete	150	TON	\$185.00	\$27,750.00	\$200.00	\$30,000.00	\$250.00	\$37,500.00
Storm Drain Pipe	115	LF	\$125.00	\$14,375.00	\$185.00	\$21,275.00	\$100.00	\$11,500.00
Roadside Sign and Post	6	EA	\$400.00	\$2,400.00	\$350.00	\$2,100.00	\$350.00	\$2,100.00
Traffic Stripes and Pavement Markings								
7a. Pavement Markings	925	SF	\$7.25	\$6,706.25	\$10.00	\$9,250.00	\$8.00	\$7,400.00
7b. Detail 22 Traffic Stripe	50	LF	\$3.50	\$175.00	\$6.00	\$300.00	\$3.50	\$175.00
7c. Paint Curb Red	265	LF	\$4.00	\$1,060.00	\$6.00	\$1,590.00	\$4.00	\$1,060.00
Contingency				-		-		-
Base Bid Total				\$170,866.25		\$198,520.00		\$226,385.00
ALTERNATE BID ITEMS								
ITEM	EST QTY	UNIT	UNIT PRICE, \$	ITEM TOTAL, \$	UNIT PRICE, \$	ITEM TOTAL, \$	UNIT PRICE, \$	ITEM TOTAL, \$
Drainage Improvements at 1002 Del Ganado Rd	1	LS	\$12,500	\$12,500.00	\$2,200	\$2,200.00	\$3,500	\$3,500.00
Drainage Improvements at 98 Duran Dr	1	LS	\$6,500	\$6,500.00	\$900	\$900.00	\$14,500	\$14,500.00
				\$189,866.25		\$201,620.00		\$244,385.00

4356

City of San Rafael - Department of Public Works

Bid Summary

Fieldstone Construction Co		Ghilotti Brothers, Inc.		JJR Construction		WR Forde Associates		Wickman Development & Construction		
5915 Faight Road Santa Rosa, CA 95403		525 Jacoby Street San Rafael, CA 94901		1120 Ninth Ave San Mateo, CA 94402		984 Hensley St Richmond, CA 94801		815 Fairfield Rd Burlingame, CA 94010		
UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	
PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	
00	\$8,500.00	\$8,500.00	\$25,000.00	\$25,000.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$45,226.00	\$45,226.00
00	\$25,000.00	\$25,000.00	\$28,702.00	\$28,702.00	\$60,000.00	\$60,000.00	\$52,075.00	\$52,075.00	\$79,648.00	\$79,648.00
00	\$35.00	\$26,250.00	\$35.00	\$26,250.00	\$29.50	\$22,125.00	\$30.00	\$22,500.00	\$62.81	\$47,107.50
00	\$15.00	\$600.00	\$17.00	\$680.00	\$13.00	\$520.00	\$30.00	\$1,200.00	\$31.40	\$1,256.00
00	\$11.00	\$17,050.00	\$11.00	\$17,050.00	\$6.75	\$10,462.50	\$8.00	\$12,400.00	\$22.41	\$34,735.50
00	\$3,500.00	\$3,500.00	\$1,500.00	\$1,500.00	\$1,860.00	\$1,860.00	\$3,500.00	\$3,500.00	\$1,256.00	\$1,256.00
00	\$3,750.00	\$48,750.00	\$1,700.00	\$22,100.00	\$1,860.00	\$24,180.00	\$3,500.00	\$45,500.00	\$1,256.00	\$16,328.00
00	\$4,250.00	\$8,500.00	\$2,000.00	\$4,000.00	\$1,860.00	\$3,720.00	\$3,500.00	\$7,000.00	\$1,256.00	\$2,512.00
00	\$3,500.00	\$17,500.00	\$5,000.00	\$25,000.00	\$3,500.00	\$17,500.00	\$4,500.00	\$22,500.00	\$1,256.00	\$6,280.00
00	\$5,500.00	\$11,000.00	\$6,500.00	\$13,000.00	\$7,500.00	\$15,000.00	\$300.00	\$600.00	\$3,140.50	\$6,281.00
00	\$250.00	\$37,500.00	\$230.00	\$34,500.00	\$225.00	\$33,750.00	\$400.00	\$60,000.00	\$468.45	\$70,267.50
00	\$100.00	\$11,500.00	\$185.00	\$21,275.00	\$250.00	\$28,750.00	\$115.00	\$13,225.00	\$109.24	\$12,562.60
00	\$350.00	\$2,100.00	\$300.00	\$1,800.00	\$450.00	\$2,700.00	\$300.00	\$1,800.00	\$439.67	\$2,638.02
00	\$8.00	\$7,400.00	\$6.50	\$6,012.50	\$15.00	\$13,875.00	\$6.00	\$5,550.00	\$10.05	\$9,296.25
00	\$3.50	\$175.00	\$3.00	\$150.00	\$15.00	\$750.00	\$5.00	\$250.00	\$7.54	\$377.00
00	\$4.00	\$1,060.00	\$3.50	\$927.50	\$15.00	\$3,975.00	\$2.00	\$530.00	\$3.77	\$999.05
	-		-		-		-		-	
00	\$226,385.00		\$227,947.00		\$249,167.50		\$263,630.00		\$336,770.42	
UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	UNIT	ITEM	
PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	PRICE, \$	TOTAL, \$	
00	\$3,500	\$3,500.00	\$15,298	\$15,298.00	\$5,000	\$5,000.00	\$29,000	\$29,000.00	\$12,000	\$12,000.00
00	\$14,500	\$14,500.00	\$6,698	\$6,698.00	\$2,500	\$2,500.00	\$7,500	\$7,500.00	\$9,000	\$9,000.00
	\$244,385.00		\$249,943.00		\$256,667.50		\$300,130.00		\$357,770.42	

Wickman Development & Construction		
815 Fairfield Rd		
Burlingame, CA 94010		
UNIT	ITEM	
PRICE, \$	TOTAL, \$	AVERAGE UNIT PRICES
\$45,226.00	\$45,226.00	\$16,246.57
\$79,648.00	\$79,648.00	\$42,203.57
\$62.81	\$47,107.50	\$36.47
\$31.40	\$1,256.00	\$18.34
\$22.41	\$34,735.50	\$11.09
\$1,256.00	\$1,256.00	\$2,259.43
\$1,256.00	\$16,328.00	\$2,338.00
\$1,256.00	\$2,512.00	\$2,545.14
\$1,256.00	\$6,280.00	\$3,336.57
\$3,140.50	\$6,281.00	\$4,534.36
\$468.45	\$70,267.50	\$279.78
\$109.24	\$12,562.60	\$152.75
\$439.67	\$2,638.02	\$369.95
\$10.05	\$9,296.25	\$8.97
\$7.54	\$377.00	\$6.22
\$3.77	\$999.05	\$5.47
	-	
	\$336,770.42	
UNIT	ITEM	
PRICE, \$	TOTAL, \$	AVERAGE UNIT PRICES
\$12,000	\$12,000.00	\$11,356.86
\$9,000	\$9,000.00	\$6,799.71
	\$357,770.42	