

Department of City Development

Brian F. O'Connell, AICP
Director of City Development

Joseph G. Heck, AICP
Assistant Director of City Development



07-1262

Room 306 - City Hall
730 Washington Avenue
Racine, Wisconsin 53403
262-636-9151
Fax: 262-636-9329

October 9, 2007

Mayor Gary Becker
Racine Common Council

Honorable Mayor and Members of the Council:

Attached you will find a letter dated September 17, 2007 from Cherie Griffin, Director of the Women's Resource Center, transmitting the Homeless Assistance Coalition's recommended allocation of 2007 Emergency Shelter Grant (ESG) funds. The Coalition's recommendation is their response to the City Development Department's request for proposals for use of the funds. Please refer this correspondence to the Community Development Committee for review and recommendation.

Sincerely,

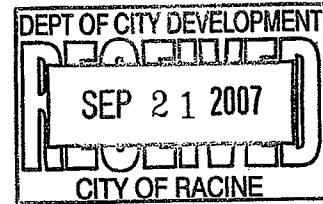
A handwritten signature in black ink, appearing to read "Brian F. O'Connell", is written over a large, stylized flourish.

Brian F. O'Connell
Director of City Development

Attachment

September 17, 2007

Mr. James T. Luellhoff, Associate Planner
Department of City Planning and Development
Community Development Committee
Room 306-City Hall
730 Washington Avenue
Racine, Wisconsin 53403



Dear Mr. Luellhoff,

On behalf of the agencies listed below, I wish to thank the Committee for the opportunity to apply in a joint proposal for City Emergency Shelter Grant Funds for 2007.

Each agency listed below presented their actual expenses from the last fiscal year in the categories pertinent to this proposal: liability insurance, telephone costs, utilities and repairs and maintenance.

A formula was assigned to the actual expenditures as follows:

1. Each agency's actuals total was divided by the total cost of all agencies' total in pertinent categories.
2. A percentage was ascertained for each agency
3. The percentage was then applied to the total available through the City Emergency Shelter Grant (\$83,600)

We respectfully submit this recommendation to the Community Development Committee:

Project New Life	10%	\$ 8,360
SAFE Haven	14%	\$11,704
Bethany Apartments	21%	\$17,556
Women's Resource Center	16%	\$13,376
HALO	39%	\$32,604
Total:		\$83,600

In a unanimous vote, the above percentages and amounts were approved to be proposed to the committee through this joint proposal. This proposal has also received the full support of the Homeless Assistance Coalition of which all of us are members. We wish to thank you again for your continued support of our agencies as we strive to assist those experiencing homelessness in Racine.

Sincerely,

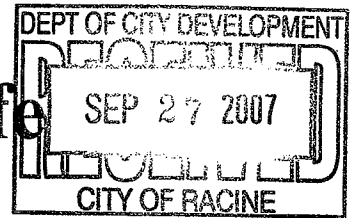
Cherie A. Griffin
Executive Director, WRC

Bethany Apartments
SAFE Haven of Racine

HALO

Project New Life
Women's Resource Center

Project New Life



"Empowering Children and Families to Excel in Life"

Board Members

Elliott K. Cohen

Executive Director

Stephen Ogungbe

President/CEO

Donna Swift

Vice President

Eddie Lockridge

Treasurer

Sejuana Palmer

Secretary

Richard Grundewald

Board Member

Lee C. Williams

Board Member

September 27, 2007

Mr. James T. Luelloff
Associate Planner
Department of City Development
Room 306-City Hall
730 Washington Avenue
Racine, Wisconsin 53403

Dear Mr. Luelloff:

Enclosed is a copy of the grant proposal being submitted by Project New Life Community Development Corporation(CDC) to the City of Racine Housing and Urban Development Emergency Shelter Grant.

Our request of \$8,360.00 reflects our portion of the allocations agreed upon by the Racine Homeless Assistance Coalition (HAC). Each agency was asked to present their actual expenditures from their last fiscal year in the line items pertinent to this proposal. A formula was then assigned to the actual expenditures as follows: each agencies actual expenditures for the agreed line items divided by the total group expenditures to determine each agencies percentage of expenses. This resulting percentage was then applied to the total available funds through the City of Racine Emergency Shelter Grant. Please refer to the attached letter which demonstrated the percentage calculation for each agency.

Thank for your cooperation as we work together to service individuals experiencing homelessness.

Sincerely,

Elliott K. Cohen

Executive Director-Project New Life Community Development Corporation

Exhibit "A"

Statement of Work

Project New Life Community Development Corporation is a faith-based youth and family services organization which provides an emergency shelter living component for homeless individuals/families seeking temporary shelter.

We offer services to homeless individuals on a walk-in or referral basis. Individuals/Families are offered emergency shelter for a period of 90 days to six months. This time limit may be extended depending on the circumstances surrounding the homeless client. Each client's situation is evaluated on a case-by-case basis for extended stay. The direct services provided by Project New Life Community Development Corporation include: employment assistance/job readiness, financial management strategies, housing assistance, GED/HSED assistance through collaboration with Gateway Technical College, Food Assistance through the Racine County Food Bank, Salvation Army, Love & Charity Mission and Donations from Private Supporters, we also offer transportation assistance, clothing assistance and limited assistance with medical prescriptions. We offer referral assistance to our program clients with finding treatment for AODA issues. PNL also receives in-kind AODA services on a limited basis through certified AODA providers.

Project New Life Emergency Shelter Program also provides after care services to the participants once they complete our program to ensure the highest potential for future success.

Project New Life's Shelter facility currently has the capacity for a total of six beds.

EXHIBIT "B"

Budget

The \$8,360.00 Emergency Shelter Grant will be used for Operating Expenses during the grant term as follows:

Utilities	\$2,500.00
Rent	\$5,000.00
Telephone	\$550.00
Insurance	\$310.00
Total	\$8,360.00

EXHIBIT "C"

Matching Funds

Matching funds for the Emergency Shelter Grant will be provided from donations to Project New Life Community Development Corporation(CDC) and other in-kind gifts. The remaining match will be provided from the Abundant Life Christian Center Ministries, the umbrella entity of the agency.

SAFE  Haven
of Racine, Inc.

September 24 , 2007

Mr. James T. Luellhoff
Associate Planner
Dept. of City Development
Room 306 – City Hall
730 Washington Ave.
Racine, WI 53403

Re: City Emergency Shelter Grant Funds, Joint Proposal, 2007

Dear Jim,

Enclosed to this letter is our proposal for the City Emergency Shelter Grant funds for 2007 for SAFE Haven of Racine, Inc. This proposal would help to support two of our programs, the SAFE Haven Youth Shelter (located at 1030 Washington Ave.) and the SAFE Passage Transitional Living program (located at 1600 West 6th St).

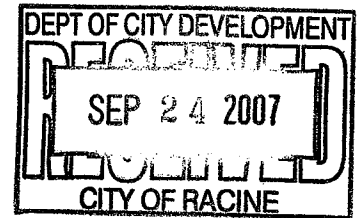
I have also enclosed a copy of the September 17th letter from Cherie Griffin regarding this application as part of a joint proposal for City Emergency Shelter Grant Funds for 2007.

If you have any questions or concerns about this proposal, please feel free to contact either myself or Jim Huycke.

Sincerely,

Denise Sierra
Financial Manager

Enclosures



SAFE Haven of Racine, Inc.
1030 Washington Ave., Racine, WI 53403

**City of Racine, Community Development Committee
2007 Housing and Urban Development Emergency Shelter Grant Proposal
Exhibits A, B & C**

1. Program Description

SAFE Haven's Youth Shelter is an eight bed Basic Center in the Runaway and Homeless Youth Program of the Federal Youth Services Bureau. The Youth Shelter offers services to youth ages 10 through 17 who are in need of short-term emergency shelter services and case management due to runaway behaviors, homelessness, or crises such as physical or sexual abuse and/or neglect. Services provided by the Youth Shelter include: the provision of safe shelter, food, clothing and coordination or required medical cars; a 24 hour phone line; and case management services such as outreach, education/prevention, assessment, short-term intervention, referral and aftercare for the youth and their family member.

SAFE Passage Transitional Living Program operates a transitional living project to help older homeless youth achieve self-sufficiency and avoid long term dependency on social services. The project provides shelter, skills training, and support services to homeless youth age 16 to 21 for a continuous period not exceeding 18 months.

2. Budget Narrative

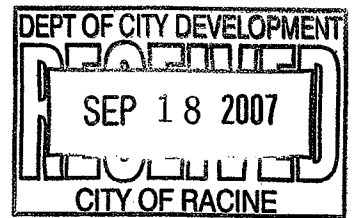
- Payment of building maintenance (snow plowing, pest control, fire extinguisher maintenance, and other services to maintain houses)
- Payment of liability insurance
- Payment of property liability insurance
- Payment of directors and officers liability insurance

3. Budget

Building Maintenance	870
Liability Insurance	7,793
Building Insurance	960
Director's & Officer's Insurance	2,081
TOTAL	\$11,704

4. Matching Funds

Matching funds for this grant will be provided by the portion of our United Way of Racine County and the US Department of Health & Human Services, Administration for Children & Families.



BETHANY APARTMENTS

806 Wisconsin Avenue – Racine, Wisconsin 53403
(262) 633-9446 – Fax (262) 633-9463

September 18, 2007

Mr. James T. Luelloff
Department of City Development
Room 306, City Hall
730 Washington Avenue
Racine, WI 53403

Dear Mr. Luelloff:

Catherine Marian Housing, Inc./Bethany Apartments respectfully submits the attached application for an award through the City Emergency Shelter funds for our FY 11/01/07-10/31/08. Enclosed are the materials requested:

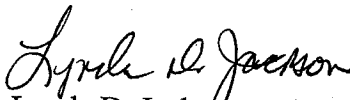
- Program Description
- Budget for use of the Grant Funds
- How Grant Funds will be Matched

Sister Evelyn Lins represented Bethany Apartments at a meeting of the five agencies submitting a consolidated application on September 12, 2007. This group shared information about their expenditures for their most recently completed fiscal years and then agreed upon a formula to determine a fair distribution of the funds, applied the formula, and submitted it for endorsement to the Homeless Assistance Coalition of Racine County on September 14, 2007. The Homeless Assistance Coalition gave its endorsement.

Bethany, therefore, is applying for a grant of \$17,556, the amount that was agreed upon according to the formula. Our proposed expenditures for this grant are detailed on the Budget form enclosed.

Thank you for your assistance in this process. We are grateful for your continued support and interest in our transitional living program at Bethany Apartments.

Sincerely,


Lynda D. Jackson
Executive Director

Enclosures



United Way
of Racine County

Affiliate of Racine Dominican Sisters & The Wheaton Franciscan Services, Inc.

Emergency Shelter Grant Application, 2007

Catherine Marian Housing, Inc./Bethany Apartments

Program Description

Catherine Marian Housing, Inc./Bethany apartments offers transitional housing with supportive services for homeless women and children who have suffered from domestic violence. Since it opened its doors in November, 1990, Bethany has housed approximately 180 families with 280 children.

Bethany has three specific goals:

1. To provide safe, decent affordable housing to women and children who have suffered domestic abuse.
2. To enhance this housing with supportive services that will enable the participants to regain their self-esteem and develop the skills needed to live independent lives.
3. To enable the participants to become role models of non-violence in their relationships and in their own families.

Up to twelve families live at Bethany Apartments at any given time for a period of six months to two years. During the time the family resides at Bethany, the staff works with them to enable them to develop the skills needed to live independent lives, both emotionally and financially. An important aspect of the program is to assist the participants to become role models of non-violence in relationships with others and with their own children.

Supportive services are provided in the areas of rental assistance, counseling, education, children's programs, child care, and work related travel. Weekly support groups assist the women in coping with the effects of abuse in their lives and to develop skills they will need. The women learn practical skills such as parenting, budgeting and financial management, conflict resolution, and communication. Each woman meets at least monthly with the Executive Director to set goals and evaluate their progress in the program. Less formal meetings occur with the staff as needed, sometimes on a daily basis.

The children's program is adapted according to the number and ages of the children in residence at any given time. Some of the components regularly included are support groups for pre-teens and teens, tutoring, mentoring, and social activities.

In addition to Bethany's up-to-two year residential program, Bethany has a Follow Along program offered to families for a period of up to six months after they move from Bethany into permanent housing. This time of transition assists the women and children in this difficult time from Bethany's secure, safe, community like setting to a more independent life.

Bethany Apartments has four three-bedroom apartments, four two-bedroom apartments, and four one-bedroom apartments. Each apartment contains its own kitchen, bathroom, and living space. Community laundry facilities are available as well as a common room for meetings, a computer lab, a children's play area, and an activity space.

Emergency Shelter Grant Application, 2007

Catherine Marian Housing, Inc./Bethany Apartments

Budget for Use of Emergency Shelter Grant Funds

Emergency shelter Grant funds in the amount of \$17, 556 will be used for operating expenses during the Fiscal Year 11/01/07-10/31/08 as follows:

Furnishings	\$ 3,256
Liability Insurance	2,800
Maintenance/Repairs	5,000
Phone	1,500
Utilities	<u>5,000</u>
Total	\$17,556

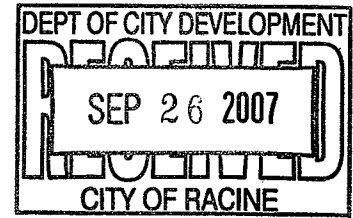
How Grant Funds will be Matched

The Mission Fund of the Racine Dominican Sisters awarded Catherine Marian Housing, Inc. a grant of \$20,000 on July 25, 2007 for operations. This grant will be used to match the ESG funds.

P.O. Box 1764
Racine, WI 53401
Business Phone: (262) 633-3274



Fax: (262) 633-5523
Crisis Line: (262) 633-3233
Web Site: www.wrcracine.com



September 25, 2007

Mr. James T. Luelloff, Associate Planner
Department of City Planning and Development
Community Development Committee
Room 306—City Hall
730 Washington Avenue
Racine, Wisconsin 53403

Dear Mr. Luelloff and Community Development Committee,

Please accept the attached documents as the application for the Racine City ESG grant request, in collaboration with other local housing agencies for the Women's Resource Center of Racine (WRC). WRC requests \$13,376.00 for its shelter operations for 2007-2008.

Accompanying this letter are Exhibit A; Statement of Work/Description of Program
Exhibit B; Budget/Budget Narrative

On file already with the City of Racine City Development Department is our agency's list of board of directors, proof of liability insurance, prior years' audit, and complete agency budget.

If I can be of any other service, please contact me at (262) 633-3274 or email at wrcrc@sbcglobal.net.

Sincerely,

Cherie A. Griffin
Executive Director

Women's Resource Center of Racine, Inc.
EXHIBIT A
Statement of Work/Description of Program

The Women's Resource Center of Racine, Inc. (WRC) will provide shelter to women and children who are experiencing homelessness due to fleeing abuse and violence. The WRC offers emergency shelter to single women and families for up to thirty days with an extension available in certain circumstances. While in shelter, women and their children may access a continuum of safety services: legal advocacy; domestic abuse counseling; family healing support services (for both a woman as a mother and for each child); domestic violence support groups; AODA support groups; parenting support; safe exchange and supervised visitation services and other case management leading to lifelong safety and self-sufficiency. WRC does not attempt to provide all services to all clients, but, rather, relies on the expertise of others within our community's homeless service continuum. In cooperation with supportive services programs, transitional living facilities and permanent housing organizations, WRC responds to the specific vulnerabilities of a population fleeing abuse.

The WRC shelter is a thirty-two bed community living setting that provides three meals a day, personal hygiene and clothing supplies, transportation and any other basic needs when requested. The City of Racine, City Emergency Shelter Grant funds will support the shelter operations and maintenance costs.

The Women's Resource Center of Racine shelter program serves an average of 300 women and children annually with the entire agency staff providing safety services to well over 1400 persons per year. Each month an average of 600 nights of care are provided to victims of domestic violence. The shelter responds to the basic needs of families while other program services assist in the healing of violent trauma.

It has been indicated that outcomes for clients have been achieved regularly at 90% or better across all program services areas. Ongoing assessment of client needs are met by a willing, helpful staff prepared to offer all possible solutions to assist in creating self-sufficiency for families torn by violence and abuse.

EXHIBIT B
Budget/Budget Narrative

Description of Cost	Grant Funds Requested	Cash Match
Furnishings	\$ 1,076	\$ 1,076
Liability Insurance	\$ 2,500	\$ 2,500
Repairs and Maintenance	\$ 4,000	\$ 4,000
Utilities	\$ 4,300	\$ 4,300
Phone	\$ 1,500	\$ 1,500
	<hr/>	
TOTAL:	\$13,376	\$13,376

Furnishings include items that are needed for the general comfort of the WRC emergency shelter (beds, for example)

Liability insurance covers the safety services offered to shelter residents and the shelter operations themselves.

Telephone costs include a four-line phone and fax system, a 24 hour crisis and intake line and a separate resident line.

Utilities include gas, electric, water and sewer, and garbage removal.

Repairs and maintenance costs reflect needed services for the general ongoing operation of a thirty-two bed shelter and typically reflect costs associated with plumbing, electrical, water sprinkler system, security system, and minor structural upkeep.

Each line item reflects a dollar for dollar match as required by this grant. These match sources include the Department of Health and Human Services, the State of Wisconsin ESG/THP grant, United Way of Racine County, potentially CDBG monies and on occasion public fundraising support.

September 17, 2007

James T. Luelloff, Associate Planner
Dept. of City Development
Room 306 – City Hall
730 Washington Avenue
Racine, WI 53403

Dear Mr. Luelloff,

This letter is HALO's request for \$32,604.00 from the City Emergency Shelter Grant funds in accordance with the joint proposal as agreed upon by members of the Shelter Service providers and approved by the Homeless Assistance Coalition on the enclosed letter.

Attached please find the program description, (Exhibit A) a budget for the use of grant funds (Exhibit B) and matching fund sources (Exhibit C).

Thank you for the opportunity to apply for these funds.

Sincerely,



Cheryl Buckley
Executive Director

Mission Statement

*The Homeless Assistance
Leadership Organization*

will meet emergency

shelter needs,

coordinate supportive

services and provide

community leadership

to prevent chronic

homelessness in

Racine County.

*Cheryl Buckley
Executive Director*



United Way
of Racine County
Partner Provider

**City of Racine
Housing and Urban Development
Emergency Shelter Grant
2007
Exhibit "A"**

Program Description

The Homeless assistance Leadership Organization, Inc. (HALO) offers a unique and comprehensive system of services to address the complex issues faced by homeless men, women and children. HALO provides emergency shelter for all men, women and children in need, works to prevent chronic homelessness through services that help homeless adults become self-sufficient, and ensures homeless children get positive support through stable living and learning environments. Participants will have their basic needs for food and shelter met, gain access to additional needed resources, understand steps they need to take toward self-sufficiency, and develop skills to obtain employment and ultimately, permanent housing. The new HALO shelter has two adjacent facilities – a 60 bed men’s site, and a 60 bed women and children’s site – at a renovated facility at 2000 DeKoven Avenue. Since our doors opened in November of 2005, HALO has served over 2000 participants of which close to 400 are children. Last year, HALO served over 950 individuals of which over 200 were children. Our average night’s stay has been over 100 since our opening. HALO also serves the community through a Transitional Housing Program with 20 scattered sites throughout the city of Racine.

Exhibit "B"

Budget
2007-08

The \$32,604.00 Emergency Shelter Grant will be used for Operating Expenses during the grant year as follows:

Utilities	\$16,500
Telephone	\$1,067
Liability Insurance	\$6,750
Supplies	\$1,500
Maintenance	\$6,787
TOTAL	\$32,604

Exhibit "C"

Matching Funds

Matching funds will be provided by accounting for the hours our volunteers work and with donated funds shown as follows:

3,000 Volunteer Hours @ \$10.00 per hour	\$30,000
Donated Funds.....	<u>\$ 2,604</u>
Total	\$32,604