

PROPOSAL # \_\_\_\_\_  
 DATE RECEIVED \_\_\_\_\_

**PROPOSAL FOR 2009 CDBG LOCAL OPTION FUNDING  
 SUMMARY SHEET**

NAME OF PROGRAM: TRANSPORTATION FOR JOB OPPORTUNITIES

NAME OF ORGANIZATION: Parks, Recreation & Cultural Services

ADDRESS: 800 Center Street, Room 127 CITY: Racine STATE: WI

PHONE NUMBER: 262-636-9131 FAX NUMBER: 262-636-9277

E-MAIL ADDRESS: donnie.snow@cityofracine.org

NAME OF DIRECTOR: Donnie Snow NAME OF CONTACT: Donnie Snow

FINANCIAL REPORTING TO BE DONE BY(NAME): City of Racine Finance Dept.

PROGRAM REPORTING TO BE DONE BY(NAME): Donnie Snow

**FUNDING SUMMARY** CDBG FUNDS REQUESTED: \$ \_\_\_\_\_

- 1) Will the proposed activity need CDBG funds for more than one year? Yes  No . If yes, explain why. There is no public transportation to this work site and no public/private partnership currently in place. Youth need employment.
- 2) Has your organization received CDBG funding for this program in the past five years? Yes  No .
- 3) Do you have a signed agreement to use CDBG funds allocated to you in prior years? Yes  No . For other programs \_\_\_\_\_
- 4) Has your organization secured other funding to assist in this program? Yes  No . If "yes" indicate the funding source and corresponding amount(s). \_\_\_\_\_

TOTAL PROGRAM COST (FROM ALL FUNDING SOURCES): \$ 46,000.00 Percent of CDBG to TOTAL cost 60.9 %

**SUMMARY**

Provide a VERY brief summary of the program. To provide bus transportation to and from Gurnee, Illinois to Six Flags Great America for youth and young adults job opportunities June through August.

- 1) Total number of clients to be served 100.
- 2) Age group of the people served. Youth (0 - 18)  Adult (18 - 62)  Senior (over 62) \_\_\_\_\_
- 3) What percentage of the activities will take place in the City of Racine? 75 percent
- 4) What percentage of the activities will take place in areas defined by HUD as being low and moderate income? 0 percent
- 5) What percentage of the people served will be City of Racine residents? 95 percent
- 6) What percentage of people served will be low or moderate income persons as defined by HUD? 95 percent
- 7) Which category of community needs best fits your program? (check all those that apply)  
 Improved Neighborhoods  Job creation  Youth Activities  Shelter \_\_\_\_\_ Other (list) Job training, crime reduction.

\_\_\_\_\_

**SECTION 1: NEEDS STATEMENTS** - Limit your response to the space provided.

- 1) Describe the need in the City that this activity will address.
- 2) Describe the basis on which you determined the need exists.
- 3) Identify the extent of the need.

The unemployment rate in the City of Racine is surging around 10.8 percent in the month of December 2008. The City of Racine has held the dubious distinction of having the highest unemployment in the State of Wisconsin for years. Jobs loss in Racine County last year was 2,400. Simply put, unemployment in the City is rising and the number of jobs are decreasing so residents are having to seek job opportunities outside the City and County of Racine. As our jobs decrease and those that remain move closer to I-94 or worse move completely out of the County, residents that are already strapped for income are further burdened with transportation cost to retain employment if they are fortunate enough to land a job. Youth are the most improvised individuals in our community and whose unemployment is highest it is youth and unskilled that is hardest hit. Youth 14 – 24 are also the most likely to cause crime or become the victims of crime in our City and through the County.

**SECTION 2: PROGRAM OVERVIEW** Limit your response to the space provided.

Include in the description what activities will take place, how you notify the public of your activity, who will provide services, where activities will take place, when and how often activities will take place, and why your organization should provide and oversee the activity.

What activities will take place:

- Bus transportation for up to 100 individuals and tracking
- Jobs for up to 100 individuals
- Employability skills training
- Banking and financial responsibility education/workshops

How you notify the public of your activity:

- Word of mouth
- Print media if necessary
- CAR25 if needed
- Six Flags Human Resources Department

Who will provide services:

- Contract with Durham School Services for bus transportation
- City Parks, Recreation & Cultural Services Department to monitor transportation initiative and supervision of Coach/retention Coordinator
- Partner with Six Flags for 50 job slots
- Partner with First Choice Pre-apprenticeship Jobs Training Program
- Partner with local banks and credit unions for Financial Workshops

When and how often activities will take place:

- Twice daily, June – August each year starting June 2009 for transportation
- Workshops for banking and financial responsibility 3 – 4 times in the work season

Why the City of Racine should provide and oversee the activity:

- Provide fiscal oversight with skilled accountants
- Contract with bonded and insured carrier
- Proven record of partnering and working with other agencies

- Previous CDBG grant initiatives and programs successfully completed

### **SECTION 3: OBJECTIVES OF THE PROGRAM**

1) List in as quantitative and qualitative a manner as possible, the objective(s) to be accomplished by implementing this program and how success in meeting the objectives will be measured. Information such as the number of loans provided, diplomas attained, jobs acquired, clients to be housed, or other unique project characteristics or subgroup information should be provided.

Jobs for 50 – 100 individuals ages 14 – 24 will be obtained with Six Flags Great America. Transportation will be provided twice daily to and from Gurnee, IL.

Success will be measured by the number of youth obtaining employment and retaining employment throughout the three month employment cycle, June – August. Further success will be measured by the number of ridership each day. 95% ridership is anticipated and expected on a daily basis

Youth successfully completing three months of employment will be deemed to have acquired basic job skills, soft skills that are the basis for most employment. Collection of employee contribution at at least 75% collection rate.

### **SECTION 4: INNOVATION**

Is this a new program or approach to providing for a need in the Racine community?

There has been other forms and methods of transportation provided but nothing that provided a concentrated effort and partnership with similar organization such as this program.

### **SECTION 5: COLLABORATION**

Collaboration is defined as "a formal agreement among agencies or organizations engaged in similar activities to work together to reach a common, mutually agreeable goal". Applications representing collaborative efforts must identify each partner and their role in the collaboration.

1) Identify any other agencies that are presently providing services or activities similar or identical to those being proposed.

The other agency that I am aware of that provides the same or similar activities is Project New Life.

2) If there are other agencies providing similar or identical services or activities, explain the necessity for the additional services being proposed for funding.

The necessity for this program whether administered by the City of Racine Parks, Recreation & Cultural Services or Project New Life is to have bonded and insured transportation for our youth and young adult workers. This services is proposing to partner with Project New Life if the grant is awarded therefore eliminating duplication of services.

3) How has your agency collaborated to avoid duplication of services? You must identify the collaborating agencies.

We are proposing to partner with Project New Life for transportation services and the monthly workshops.

Partnering with financial institutions.

**SECTION 6: BUDGET (PAGE ONE OF TWO PAGES)**

Show all revenues and expenses for the Activity in whole dollars.

<b>REVENUES:</b>		
FUNDS REQUESTED FROM C.D.B.G. PROGRAM		\$ 28,000.00
<b>FUNDS FROM OTHER SOURCES:</b>		
1. Employee ridership contribution		\$ 18,000.00
2. _____		\$ _____
3. _____		\$ _____
<b>TOTAL REVENUE</b>		<b>\$ 46,000.00</b>

<b>EXPENSES:</b>				<u>C.D. FUNDS</u>	<u>OTHER FUNDS</u>	<u>TOTAL</u>
<b>SALARIES:</b>	Position	#Hours	Rate	\$ _____	\$ _____	\$ _____
	_____	_____	_____	\$ _____	\$ _____	\$ _____
	_____	_____	_____	\$ _____	\$ _____	\$ _____
	_____	_____	_____	\$ _____	\$ _____	\$ _____
<b>EMPLOYEE BENEFITS (List Benefits)</b>						
	FICA taxes			\$ _____	\$ _____	\$ _____
	_____			\$ _____	\$ _____	\$ _____
<b>PAYROLL TAXES</b>				\$ _____	\$ _____	\$ _____
<b>LICENSES, PERMITS, MEMBERSHIPS</b>				\$ _____	\$ _____	\$ _____
<b>PROFESSIONAL FEES (accounting, attorney, etc.)</b>				\$ _____	\$ _____	\$ _____
<b>AUDIT COMPLIANCE FEES</b>				\$ _____	\$ _____	\$ _____
<b>INSURANCE</b>				\$ _____	\$ _____	\$ _____
<b>EMPLOYEE TRAINING</b>				\$ _____	\$ _____	\$ _____
<b>RENT or OCCUPANCY</b>				\$ _____	\$ _____	\$ _____
<b>UTILITIES</b>				\$ _____	\$ _____	\$ _____
<b>TELEPHONE</b>				\$ _____	\$ _____	\$ _____
<b>OFFICE SUPPLIES</b>				\$ _____	\$ _____	\$ _____
<b>POSTAGE</b>				\$ _____	\$ _____	\$ _____
<b>EQUIPMENT PURCHASE *</b>				\$ _____	\$ _____	\$ _____
<b>EQUIPMENT RENTAL (List)</b>				\$ _____	\$ _____	\$ _____
<b>EQUIPMENT MAINTENANCE</b>				\$ _____	\$ _____	\$ _____
<b>WORK OR PROGRAM SUPPLIES</b>				\$ _____	\$ _____	\$ _____
<b>PRINTING AND PUBLICATIONS</b>				\$ _____	\$ _____	\$ _____
<b>TRAVEL *</b>				\$ _____	\$ _____	\$ _____
<b>MEETING EXPENSES *</b>				\$ _____	\$ _____	\$ _____
<b>LIST ANY OTHER EXPENSES BELOW * :</b>						
	Durham Bus Services			\$ 28,000.00	\$ 18,000.00	\$ _____
	_____			\$ _____	\$ _____	\$ _____
	_____			\$ _____	\$ _____	\$ _____
	_____			\$ _____	\$ _____	\$ _____
<b>TOTAL EXPENSES</b>				<b>\$ 28,000.00</b>	<b>\$ 18,000.00</b>	<b>\$ 46,000.00</b>

\* Provide detail on next page as indicated.

## **SECTION 6: BUDGET (CONTINUED)**

- Identify and explain the necessity for any equipment proposed to be purchased.
- Explain the purpose(s) for which travel funds will be used. Identify the purpose(s) of out of town travel.
- Identify the meetings and what items will be paid for under Meeting Expenses. Identify out of town meetings, location(s) and purpose(s).
- Identify what contract services will be purchased and how the contractor(s) will be selected.

Bus transportation from Racine to Gurnee, IL. The Purchasing Agent of the City of Racine will be used to negotiate and secure the contract with the provider.

- Explain all items listed under "Other Expenses".  
Note: Line items such as Miscellaneous Expenses, Overhead, Indirect costs and similar listings are not permitted.

Employees using this transportation will be accessed at \$15.00 per week fee as their shared portion of the total transportation cost.

## **SECTION 7: ATTACHMENTS**

Please provide one copy only of the following

- A description of all jobs shown in the budget.
- A copy of applicant's (agency) 2008 budget.
- A copy of the applicant's most recent financial audit or compilation.

**PLEASE, LIMIT YOUR ATTACHMENTS TO ONLY THOSE REQUESTED!!!**

**SECTION 8: STATEMENT OF APPROVAL**

**Non-profit and For Profit Organizations.**

This proposal for CDBG funds was considered and approved by our Board of Directors at a meeting at which a quorum was present on \_\_\_\_\_ and all information contained in the proposal is true and correct to the best of our knowledge:

\_\_\_\_\_  
Board President's Signature                      Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Board Treasurer's Signature                      Date

\_\_\_\_\_  
Print Name

**Government Agencies and Individuals.**

This proposal for CDBG funds has been reviewed and approved for submission and all information contained in the proposal is true and correct to the best of my knowledge:

Donnie Snow                      3-31-09  
Signature                                      Date

Donnie Snow  
Print Name

Director                                      \_\_\_\_\_  
Title    Date

**SECTION 9: NATIONAL OBJECTIVE CERTIFICATION**

PLEASE HAVE THE PRESIDENT OF THE BOARD OF DIRECTORS, THE CITY AGENCY DEPARTMENT HEAD, OR, IF THE APPLICANT IS AN INDIVIDUAL, THE INDIVIDUAL, SIGN THE APPROPRIATE CERTIFICATION. If you have questions regarding which of the certifications is appropriate for your application, please contact the Department of City Development at 636-9151.

**FOR ACTIVITIES DESIGNED TO BENEFIT LOW AND MODERATE INCOME PERSONS IN ACCORDANCE WITH HUD CDBG INCOME GUIDELINES:**

**To benefit persons...**

I hereby certify that the proposed activity will benefit low and moderate income persons as defined by the U.S. Department of Housing and Urban Development; and that no less than \_\_\_\_\_ % of the clients to be assisted will be low and moderate income persons residing in the City of Racine, Wisconsin.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**To benefit an area...**

I hereby certify that the proposed activity is designed to benefit a general area of the City and not individually identified low and moderate income persons; and that the proposed activity will provide improvements to areas in which no less than 51% of the residents are low and moderate income as defined by the U.S. Department of Housing and Urban Development.

Donnie Snow  
Signature

3-31-09  
Date

Director - Donnie Snow  
Print Name

Director  
Title

**FOR ACTIVITIES DESIGNED TO ELIMINATE SLUMS AND BLIGHT**

**To eliminate slums and blight...**

I hereby certify that the proposed activity is designed to aid in the prevention and elimination of slums and blight, as defined by the U.S. Department of Housing and Urban Development rules governing the CDBG Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title