



2016/17 COMMUNITY DEVELOPMENT BLOCK GRANT

CONSTRUCTION APPLICATION FOR CDBG FUNDING

Program Year: 2017/18

1) Check One:

X	New Construction
	Existing Rehabilitation

2) Which planning area will the project be located? Check all that apply

Richardson Bay	Upper Ross Valley	San Rafael	Lower Ross Valley	West Marin	Novato
			X		

3) General Information:

CDBG FUNDING AMOUNT REQUESTED	\$9,350
PROGRAM/PROJECT NAME	Deck Installation
ORGANIZATION/AGENCY NAME	Lifehouse Agency
MAILING ADDRESS	899 Northgate Drive, Suite 500 San Rafael, CA 94903
PROJECT SITE ADDRESS	1032 Sir Francis Drake Blvd San Anselmo, CA 94960
CONTACT PERSON & PHONE NUMBER	Matt Tarver-Wahlquist, 415-526-5316
E-MAIL ADDRESS	mtarverwahlquist@lifehouseagency.org
WEBSITE	www.lifehouseagency.org
ORGANIZATION DUNS#	052947835

4) Project Description:

Provide a detailed scope of work and describe how this project will benefit the community. Please limit your response to 2 paragraphs.

This is an Independent Living Skills training home serving five adults with developmental disabilities. It is a unique training home for individuals to increase their independence and the only one of its type in Marin County. The front deck which provides emergency egress for James (house resident) is falling apart and has no railings. The project includes:

1. Remove and dispose of front deck.
2. Repair dry rot at house and install new ledger attachment.
3. Build new 10x12 front deck landing and railing system to code. Deck and ledger build out of 2x8 pressure treated wood. Decking to be composite redwood color. Railing to be redwood, 4x4 posts, 2x2 ballisters, 2x4 crossmembers, bolted to 2x8 redwood rim joist.
4. Stain railing when complete.
5. Piers to be concrete and simpson brackets installed in cement.
6. All brackets to be zinc coated.

5) HUD National Objective to be served (check at least one):

X	<i>Activities benefiting low and moderate-income persons. (LMI)</i>
	<i>Activities benefiting low and moderate area. (LMA)</i>
	<i>Activities which aid in the prevention or elimination of slums or blight.</i>

6) How will this project further Marin County's Fair Housing goals ?:

Funding for all projects have been negatively affected by the economy and the state has cut the reimbursement rates for services that Lifehouse provides to the residents. There have not been funds to make needed repairs to this home. The individuals who live in this home all have disabilities and are considered extremely low income. The home will always house people from this population.

7) Approximately how many moderate, low, extremely low, and very low-income persons will directly benefit from the program/project? (Use the table below of income level estimates per household to determine the number of people served):

Moderate-Income	
Low-Income	
Very Low-Income	
Extremely Low	5

2016 HUD INCOME LIMITS

Household Size	1	2	3	4	5	6	7	8
Moderate-Income	\$90,500	\$103,450	\$116,350	\$129,250	\$139,550	\$149,950	\$160,250	\$170,600
Low-Income	\$68,950	\$78,800	\$88,650	\$98,500	\$106,400	\$114,300	\$122,150	\$130,050
Very Low-Income	\$43,050	\$49,200	\$55,350	\$61,500	\$66,450	\$71,350	\$76,300	\$81,200
Extremely Low	\$28,500	\$29,500	\$33,250	\$36,900	\$39,900	\$42,850	\$45,800	\$48,750

8) Will this project benefit a particular group of people? Members of the Protected Classes?

All of the individuals in the home have a developmental disability. These individuals are all extremely low income and receive income from SSI. Copies of SSI checks can be provided. The residents receive a rent subsidy due to being low income. The home is owned by Lifehouse, a non-profit agency providing residential services to people with developmental disabilities.

9) If your agency has a remaining project funding balance from previous years' County of Marin CDBG funding, please explain below:

For the FY15-16 CDBG grant cycle, Lifehouse was awarded a \$19,500 grant for the Stonehaven House property. Currently, this grant award has a balance remaining of \$630. The original project scope has been completed. As such, we will work with County staff to reprogram the funds if possible to offset other rehabilitation projects happening at the property. The agreement is active through December 2016 and we will close the grant out by this date. Marin Housing For Handicapped, Inc was awarded \$91,113 in additional HOME funds on May 12, 2015 for work on the Del Ganado Apartments. This is an active project. We anticipate project completion by 6/30/17.

10) List your past specific accomplishments/activities and goals of your organization/agency using CDBG funds. Did you meet these goals and accomplishments? Please describe:

Some examples of accomplishments using CDBG funds include an award for \$20,000 to repair siding and a bathroom at a group home in Fairfax, \$10,000 to remodel a bathroom for individuals of an Intermediate Care Facility in Novato, \$17,000 for a bathroom in an Intermediate Care Facility in San Rafael. Ongoing projects are listed above. All projects have been successfully executed on time and on budget, providing significant benefit to the quality of life of individuals with developmental disabilities living in Marin County.

11) If your organization has never received a CDBG grant what is your experience with administering CDBG or other federal grant programs?

N/A

11) Are you familiar with Davis Bacon and HUD Form 4010? If not, see HUD Form 4010

Yes.

PROJECT MANAGEMENT & FINANCIAL DATA

12) State who will supervise and manage the project and the individual(s) project management capability. List any approvals or authorizations required and received for the project to continue (for new construction, rehabilitation, or other capital projects, list any entitlements that are necessary for the project):

The project will be managed by Lifehouse Director of Finance Viola Morris, who has extensive experience overseeing housing projects, and Anthony Street, the Lifehouse Facilities Manager, who has a long track record of successfully overseeing and executing projects, including CDBG funded projects.

13) **Project Timeline:** List program/project objectives and milestones, along with an estimated timetable for reaching them. (The general tasks for a construction project are provided below; please add tasks asneeded)

<u>Task</u>	<u>Date of Completion</u>
Define scope of work/finish design	July 2017
Complete environmental	N/A
Release bid package	July 2017
Select contractor	August 2017
Finalize contract	August 2017
Obtain building permits	N/A
Start construction	October 2017
Complete Construction (target: June 30, 2017)	October 2017

14) **Project Budget:**

(a) List the activities and/or items for your entire project budget including CDBG funds and other funds (complete the table below)

<u>Funding Source (e.g. CDBG)</u>	<u>Source \$ Amount</u>	<u>Uses</u>	<u>\$ Amount</u>
	\$	Design/ A/E	\$
	\$3,000	(Construction items/materials)	\$3,000
	\$5,500	Labor	\$5,500
	\$		\$
	\$	Permit fees	\$
	\$850	Contingency	\$850
<u>TOTAL</u>	<u>\$9,350</u>	<u>TOTAL</u>	<u>\$9,350</u>

(b) How did you obtain your cost estimates?

Cost estimates were provided by project manager Viola Morris and Lifehouse facilities manager Anthony Street. Both individuals have intimate knowledge of the property in question and experience projecting costs for construction projects. Lifehouse does not discriminate in the selection of contractors and minorities are always considered. Bids will be obtained and the lowest/most qualified bid will be awarded.

(c) Does the project have site control? i.e. ownership of the project site, lease agreement?

Lifehouse is the owner of the property.

(d) Were other funding sources explored? If other funding sources are not being utilized, why could other funding sources not be used on the project or could not be acquired?

The compensation Lifehouse receives from the State of California does not cover the costs of the services we provide, let alone maintenance of our properties. Lifehouse is actively engaged in fundraising to cover the costs of the services we provide to the individuals we support. In order to maintain our properties, it is essential that we pursue CDBG funding intended preserve and enhance the living environment of the people we support.

**15) Will the requested CDBG funds be expended by the end of the 2018 (December 30, 2018)? Yes - No
If No, please explain why:**

Yes

16) Please sign (provide title) and date your application below:


Matt Tenver-Wahlquist
Vice President/COO Lifehouse

Signature/Title

11/7/2016

Date

Please submit 1 signed original and 4 copies of your application to:

Mailing Address:

County of Marin
3501 Civic Center Drive #308
San Rafael, CA 94903
Attn: Jared Stalling

Application submittal deadline is
Tuesday, November 8, 2016 by 5 p.m.

Physical Address (if dropping off application):

County of Marin- Community Development
3501 Civic Center Drive #308
Attn: Jared Stalling

POSTMARKS WILL NOT BE ACCEPTED

COUNTY OF MARIN