

Applicant Information

Organization _____

Contact Name _____ Title _____

Address _____
 City _____ State _____ Zip _____

Phone _____ Email _____

Co-applicant Information (if applicable)

Organization _____

Contact Name _____ Title _____

Address _____
 City _____ State _____ Zip _____

Phone _____ Email _____

Development Information

Development Name _____

Development Address _____

APN (provide site map if applicable) _____

Number of anticipated units by income level and bedroom count

	Very-low	Low	Moderate	Market	Total
Studio					
1					
2					
3					
4					
Total					

1. Summary

Briefly summarize the request, including property description, proposed use of funds (and number of units involved).

2. Background/Applicant Experience

2.1. Property History. Please provide the property's history leading up to this request. Include when the sponsor acquired/will acquire the property, any previous requests for County funding, attempts to secure other financing, etc.

2.2. Applicant Profile. Please provide a profile of the applicant (and of the co-applicant, if applicable). Include a description of the organization, including its mission, how long it has been in existence, experience of staff, and characteristics of its Board of Directors. Describe any recent expansion or cutbacks in activities and/or budget, as well as the organization's standing with licensing or other "accreditation" authorities, if applicable.

2.3. Project Manager. Describe staff assigned to the proposed property, their experience with acquiring/owning/rehabilitating similar sites, their current availability, and what percentage of time they expect to work on the subject project. Indicate similar projects each staff member has successfully completed.

2.4. Property Manager. Please provide the name of the property management company that will be hired to manage the property (if applicable). Include the number of buildings and number of units the company currently manages that are affordable housing sites.

3. Site

3.1. Site Control. Please describe the type of site control that the applicant has for the proposed property and submit documentation in accordance with the Application Checklist. If this request includes funds for acquisition, summarize the acquisition terms, price, contingencies, conditions and deadlines. When available, please submit a copy of an appraisal of the property and of a Board Resolution that authorizes your organization to acquire the site.

3.2. Unusual Characteristics. Please describe any unusual characteristics of the site (e.g. slope, rock formations, etc.) and any easements or encroachments granted to or caused by adjacent parcels and improvements.

3.3. Existing developments - Building Inspection Report. Please describe any significant findings of building inspection reports and submit copies of any building inspection reports and surveys/analyses of any building systems, in accordance with the Application Checklist.

3.4. Adjacent Uses. Indicate land uses of other parcels within the immediate vicinity of the project.

3.5. Neighborhood Amenities. Describe any nearby amenities, such as parks, public transportation, grocery stores, health care facilities, schools, childcare, libraries, parks/open space, etc., that residents of the project are/would be able to use.

3.6. Environmental Issues/Site Suitability. Please explain the relevant environmental issues of the proposed project. Include any of the following items that are known.

- Flood zone
- Phase I/II Site Assessment Results
- Potential Hazards
- Environmentally sensitive area or species
- Cultural resources

If applicable and when available, submit a copy of the Phase I and Phase II Environmental Site Assessments.

3.7. State/Federal Environmental. Please describe how you plan to comply with state and federal requirements for environmental reviews, if any, including Section 106 review for historic preservation.

4. Development/Rehabilitation Plan

4.1. Proposed New Construction - Entitlements. For new construction, please describe in detail the permits that will be required, for example Design Review, Master Plan, Zone Change, General Plan Change, Coastal Permits, etc.

4.2. Proposed New Construction- Local Planning contact. Please describe any contact with the local planning staff and any specific feedback provided.

4.3. Proposed New Construction Population to be served. Describe the type of housing, family, senior, individuals with disabilities, etc.

4.4. Proposed Rehabilitation or Acquisition Scope. Describe the scope of the rehabilitation that is proposed for the property and how it will address specific conditions, i.e. replacement needs, deferred maintenance, existing building violations, required seismic upgrades, building or health codes problems. Please describe any other existing rehabilitation needs that are not included in the proposed scope of work and explain their exclusion.

Explain how the rehabilitation will be staged to minimize risk and inconvenience to the residents. If certain systems or parts of residents' units will be temporarily inoperable or unusable (e.g. kitchen or bathroom) during construction, state the estimated duration of such interruptions and what mitigations will be provided.

If applicable, submit a capital needs assessment and any corresponding architectural drawings, in accordance with the Application Checklist.

4.5. Proposed Rehabilitation or Acquisition Population to Be Served. Describe the demographics of the current tenants in the building.

4.6. Relocation. If applicable, describe in detail any temporary relocation of existing tenants at the site that will be necessitated by the proposed rehab scope. Include an explanation of the need for relocation, estimated duration, number of tenants that will be impacted, and which laws (local, state, federal) must be followed in carrying out the relocation.

4.7. Accessibility. Please identify all applicable laws and the specific accessibility requirements that must be met in the design of the proposed project. If existing, please describe the accessibility of the building and the extent to which that accessibility will be upgraded.

4.8. Community Support. Describe community engagement activities that have taken place and future plans that will take place.

5. Financing Plan (Sources and Uses)

5.1. Existing Financing. In the chart below, list any financing (loans and grants) previously received from all public and private sources for this building.

5.2. Proposed Financing: Sources & Uses Table. In the Excel file ("Excel Application.xls") that was provided separately with this application, please enter the proposed sources and uses of funds for the project. Include both committed and anticipated sources. Provide a complete Sources and Uses Table for acquisition and for permanent sources.

5.3. Proposed Sources Narrative. For the sources shown in item 5.2, Sources & Uses Table, please indicate the following:

- the status of all proposed funding sources as of the date of this application
- the timing and likelihood for obtaining commitments of anticipated funding sources
- the alternatives that will be pursued in the event that any funding sources are not obtained or are committed at lower levels than requested

5.4. Proposed Uses Narrative. For the uses shown in item 5.2, Sources & Uses Table, please explain how the budgeted amount was derived for each of the uses that are applicable to the proposed project. State whether costs are estimated or bid, and provide any other relevant information which justifies the budgeted expense, such as cost per square foot, percentage of other costs (e.g. contingency), estimated number of work hours.

6. Project Operations

6.1. Annual Operating Budget. Using the Excel file provided, produce an operating budget. Include notes that explain how the budgeted costs were determined and other relevant information that justifies the budgeted expenses.

6.2. 20-Year Cash Flow. Using the Excel file provided, produce a 20-year cash flow budget. In the space below, provide a narrative of any notable occurrences during the 20-year period.

6.4. Section 8 Voucher Compliance. Please confirm that the property will be registered with the Marin Housing Authority as a site that will accept Section 8 vouchers.

**HOMEWARD BOUND OF MARIN
NARRATIVE RESPONSES - MILL STREET CENTER 2.0 AFFORDABLE HOUSING UNITS**

1. Summary

Briefly summarize the request, including property description, proposed use of funds (and number of units involved).

With gratitude to the County of Marin for your ongoing partnership, Homeward Bound respectfully requests critically needed funds to redevelop our existing Mill Street Center with 32 units of permanent supportive housing (PSH). While our request is for \$500,000 to help cover construction costs, we would be able and very grateful to receive up to \$1.2 million to fill unmet gaps and needs.

Our vision for the Mill Street Center 2.0 will have four floors, including a parking structure, a 40+-bed emergency shelter, and two upper floors with 32 studio units of PSH.

This project will realize a rare chance to create new site-based PSH with round-the-clock staffing for extremely vulnerable people who are chronically homeless, while also unlocking the promise and opportunity of the encompassing Canal Area neighborhood. Tenants will pay affordable rents and will have access to a shared kitchen and living room on each floor.

Funding from the Marin County Housing Trust Fund will represent a key resource needed to move this important project forward. We hope you will join us to create purpose-built PSH and serve the most vulnerable people in our community.

2. Background/Applicant Experience

2.1. Property History. Please provide the property's history leading up to this request. Include when the sponsor acquired/will acquire the property, any previous requests for County funding, attempts to secure other financing, etc.

Homeward Bound has operated Mill Street Center as an emergency shelter for individual adults experiencing homelessness since 1986, purchasing the property in 1994. In 2009, Mill Street Center expanded permanently from 40 beds to 55 beds to meet increased demand caused by the 2008 economic crisis. Over the years, Mill Street Center and its residents have been the beneficiaries of extensive generous financial and in-kind support from the County, City, and community for site operations, supportive services, maintenance, and upkeep.

The idea of rebuilding the new Mill Street Center into a new state-of-the-art shelter space combined with critically needed PSH arose from both the need to improve the existing elderly, dilapidated structure so that it can be a better visual and functional asset in the Canal district and the desire to provide a site-based PSH solution for the most vulnerable persons in our community experiencing chronic homelessness.

Work began on redeveloping Mill Street Center in 2016 with feasibility studies funded by Tamalpais Pacific, including soil boring and analysis, as well as boundary and topographic assessments. Since then, key milestones that have been reached include:

- Engaged with Fredric C. Divine Associates, a local firm Homeward Bound has successfully worked with before, to develop an architectural proposal, design, and project plans
- Discussed the new facility at length with our community partners and Mill Street Center

- neighbors, while also resolving the singular easement issue affecting the property
- Secured \$17.8 million in development-related funds to date, with key partners such as the City of San Rafael, Marin County, Marin Community Foundation, State of California, and private foundations and individuals
 - Secured by San Rafael City Council vote on April 6, 2020 all needed all environmental clearances and land use approvals, clearing the way to obtain a building permit and start construction
 - Secured building permit in January 2021; construction is underway with the parking level complete

Homeward Bound staff have engaged, briefed, and worked with County of Marin staff and Supervisors at each stage of the process, and we are very grateful for the help, support, and encouragement we have received all along.

2.2. Applicant Profile. Please provide a profile of the applicant (and of the co-applicant, if applicable). Include a description of the organization, including its mission, how long it has been in existence, experience of staff, and characteristics of its Board of Directors. Describe any recent expansion or cutbacks in activities and/or budget, as well as the organization's standing with licensing or other "accreditation" authorities, if applicable.

Homeward Bound's mission of "opening doors to safety, dignity, hope and independence" is underscored by a vision that "everyone needs a place to call home."

Now in its 46th year, Homeward Bound has grown to become the main nonprofit provider of emergency shelter and supportive housing for people experiencing homelessness in Marin, including working families, veterans, domestic violence survivors, and chronically homeless individuals with incarceration histories, mental health issues, or substance dependence challenges. With 16 residential programs, Homeward Bound serves over 1,100 people in a typical year. We provide tailored counseling plus an array of social and employment services, aimed at helping people become housed, self-sufficient, and able to lead fulfilling lives.

Homeward Bound's programs and activities have grown steadily over the years in response to the demand for homeless housing and services, and our annual agency budget, now almost \$11 million, has kept pace. The workforce has also grown each year so that we now employ a highly diverse, experienced, and skilled group of more than 65 full-time and 25 part-time persons (including numerous persons with experience of homelessness), engaged in program activities, supportive services, housing assistance, shelter and housing operations, employment training, social enterprises, and the many other activities required to operate a thriving nonprofit organization.

A key reason for our success has been the sustained and consistent leadership of a highly committed and engaged Board of Directors, composed of 14 men and women, including persons with lived experience, encompassing varied passions, perspectives, and skill. The agency's five-person management team brings more than 80 years of relevant experience and proven track record of collaboration and success. This team includes an Executive Director, Deputy Director, Director of Housing and Operations, Director of Supportive Services, and Director of Finance.

Over the years, Homeward Bound has successfully completed several major developments comparable to this project. In 2018 we opened King Street Senior Housing in Larkspur. The project took less than a year to realize and cost \$1.3 million in renovations, transforming a vacant convent into a welcoming and permanent group home for 12 seniors exiting homelessness. In 2016, we celebrated the opening of Oma

Village. Built with significant grant support from throughout Marin, this Novato housing community provides 14 affordable homes for families transitioning from homelessness. With \$6.6 million in total construction costs and taking several years to complete, Oma Village is now a thriving home for 14 families with over 20 children. Finally, in 2008 we were thrilled to open the doors of the Next Key Center, which cost \$9.3 million for construction and related costs, and is now home to 25 adults and 4 small families in studio apartments, a 6-bed medical respite program, our Fresh Starts Culinary Academy/Key Room job training and events center, and Homeward Bound's agency headquarters.

2.3. Project Manager. Describe staff assigned to the proposed property, their experience with acquiring/owning/rehabilitating similar sites, their current availability, and what percentage of time they expect to work on the subject project. Indicate similar projects each staff member has successfully completed.

Homeward Bound is self-developing this project. The agency has demonstrated its capacity for this role by having successfully developed the Oma Village, Next Key Center, and New Beginnings Center projects. Deputy Executive Director Paul Fordham is the lead project manager for Mill Street Center 2.0, a role he fulfilled for the Oma Village and Next Key Center efforts. As such, Paul is the interface with all key players, including San Rafael planning officials and the design and construction teams. An estimated 30% of his time is committed to the Mill Street Center 2.0 development process. Executive Director Mary Kay Sweeney provides leadership, vision, design guidance, and public engagement and communications. An estimate 15%-20% of her time is committed to the project. Finance Director Bob Heinen has the financial lead, responsible for the project budget, sources and uses, operating budget, and cash flow analysis. An estimate 5% of his time is committed to the project.

As mentioned above, Fredric C. Divine Associates is providing architectural services, a role the firm very successfully carried out for most of the above-referenced development projects (with the exception of Oma Village). Homeward Bound's Board, leadership, and development team (including consultant Tony Gardner) are all working together on fundraising, having raised \$17.8 million to date, and have demonstrated past success with the Oma Village and Next Key Center capital campaigns.

2.4. Property Manager. Please provide the name of the property management company that will be hired to manage the property (if applicable). Include the number of buildings and number of units the company currently manages that are affordable housing sites.

Homeward Bound will also self-manage the property as we do all our shelter and housing, totaling 16 distinct programs, 225 units of supportive housing, and 484 combined beds of emergency shelter and supportive housing. There will be no outside property management firm. Homeward Bound is proud of the quality of our maintenance of the buildings and grounds we have managed throughout Marin County for the past 46 years. The overall responsibility for the maintenance required to both protect the investment in the project and assure continued attractiveness belongs to the Executive Director and Director of Housing and Operations. The Executive Director and Director of Housing and Operations directly supervise the Facilities Manager, and the Facilities Manager supervises a team of 5 maintenance staff that will support this facility's maintenance, repair and prevention efforts.

The Property Management Plan is available upon request with further details on:

- Personnel policy and staffing
- Maintenance, repair, and safety
- Marketing and occupancy (including affirmative marketing)

- Resident relations and community relations

3. Site

3.1. Site Control. Please describe the type of site control that the applicant has for the proposed property and submit documentation in accordance with the Application Checklist. If this request includes funds for acquisition, summarize the acquisition terms, price, contingencies, conditions and deadlines. When available, please submit a copy of an appraisal of the property and of a Board Resolution that authorizes your organization to acquire the site.

Homeward Bound has fee simple title to the property, so no acquisition is needed. Please see the attached Grant Deed.

3.2. Unusual Characteristics. Please describe any unusual characteristics of the site (e.g. slope, rock formations, etc.) and any easements or encroachments granted to or caused by adjacent parcels and improvements.

The property consists of a flat rectangular-shaped parcel of about 0.33 acres. A former pedestrian easement for the benefit of adjacent property has been released and thus is no longer in effect.

The Geotechnical Investigation found the site is in a FEMA map flood hazard area; however, this risk is sufficiently mitigated by only parking on ground level and the finished floors sitting on drilled concrete pylons at least 9 feet above flood level.

3.3. Existing developments - Building Inspection Report. Please describe any significant findings of building inspection reports and submit copies of any building inspection reports and surveys/analyses of any building systems, in accordance with the Application Checklist.

N/A

3.4. Adjacent Uses. Indicate land uses of other parcels within the immediate vicinity of the project.

The immediate environs consist predominantly of commercial and residential land uses. The immediate vicinity of the property includes an apartment complex (550 Canal Street) to the northeast; Harbor Street to the northwest followed by Horgan's Auto shop (61 Harbor Street) and an asphalt parking lot; a fenced parking lot used by a Subaru dealership (no address) to the southeast; and Mill Street followed by an auto shop (193-195 Mill Street) to the southwest.

3.5. Neighborhood Amenities. Describe any nearby amenities, such as parks, public transportation, grocery stores, health care facilities, schools, childcare, libraries, parks/open space, etc., that residents of the project are/would be able to use.

A key benefit of the project is that supportive services will be provided on-site for this highly vulnerable population. The site is served by 6 different transit lines within .3 miles, and Homeward Bound provides bus vouchers. In addition, there are:

- Several stores within .5 miles, including Trader Joe's, Whole Foods, and Rite Aid
- Four parks within one mile
- Marin Health and Human Services campus within .75 miles.

3.6 Environmental Issues/Site Suitability. Please explain the relevant environmental issues of the proposed project. Include any of the following items that are known.

- Flood Zone
- Phase I/II Site Assessment Results
- Potential Hazards **N/A**
- Environmentally sensitive area or species **N/A**
- Cultural resources **N/A**

If applicable and when available, submit a copy of the Phase I and Phase II Environmental Site Assessments.

Please see attached Phase 1 Environmental Assessment and Mitigated Negative Declaration.

3.7 State/Federal Environmental. Please describe how you plan to comply with state and federal requirements for environmental reviews, if any, including Section 106 review for historic preservation.

CEQA compliance, including Section 106, will be assured by following the above referenced Mitigated Negative Declaration and Mitigation Monitoring Reporting Program approved unanimously by the San Rafael City Council on April 6, 2020. Federal NEPA review is not required because there are no federal actions that need to be processed.

4. Development/ Rehabilitation Plan

4.1 Proposed New Construction. Entitlements. For new construction, please describe in detail the permits that will be required, for example Design Review, Master Plan, Zone Change, General Plan Change, Coastal Permits, etc.

The new Mill Street Center already has the entitlements and approvals - including a mitigated negative declaration, general plan and zoning changes, and a use permit - needed to move toward a building permit and the start of construction. Specifically, on April 6, 2020, the San Rafael City Council voted 5-0 to formally *approve* the following:

- Adopt a Resolution adopting an Initial Study/Mitigated Negative Declaration and approving a Mitigation Monitoring And Reporting Program;
- Adopt a Resolution approving a General Plan Map Amendment (GPA19-01) to change the existing light industrial/office (LI/O) land use designation of the site to high-density residential (HDR) land use designation;
- Introduce and pass to print an Ordinance approving a Zoning Map Amendment (ZC19-001), to modify the existing Canal Core Industrial/Office (CCI/O) zoning classification of the site at 190 Mill Street to High-Density Residential zoning classification (HR1); and
- Adopt a Resolution approving Use Permit (UP19-014) for a new emergency shelter to replace existing shelter to be demolished; and consideration of concessions to exceed 60% maximum lot coverage and 36-foot maximum building height for HR1 district.

4.2 Proposed New Construction- Local Planning contact. Please describe any contact with the local planning staff and any specific feedback provided.

Homeward Bound is grateful to have worked closely on the entitlement process and project timeline with recently retired Community Development Director Paul Jensen, current Community Development Director Alicia Giudice, and former Director of Homeless Planning and Outreach Andrew Henning.

Planning staff have been true partners on the project; have provided clear and comprehensive information, checklists, feedback, and explanations on the planning requirements that must be met and project information needed, and have coached and guided us through the approval process and timeline at both the Planning Commission and City Council levels. Without the strong support of planning staff, the project would not be as far along as it is.

4.3 Proposed New Construction Population to be served. Describe the type of housing, family, senior, individuals with disabilities, etc.

Site-based single-room-occupancy (SRO) type housing with intensive services and 24/7 on-site staffing is a model that is currently lacking in Marin but is critically needed to meet the needs of our most vulnerable persons experiencing homelessness. All prospective tenants will be assessed and referred through the Marin Coordinated Entry System (CES). Persons referred to this program will be adults, including Transition Age Youth (TAY) with a relatively high VI-SPDAT score indicating a high level of vulnerability. These vulnerability criteria will take into account extreme medical need and frequent use of emergency services. Currently, Marin County is working with hospitals and law enforcement to identify those clients whose behavioral health makes them frequent high-cost utilizers of multiple emergency services. In addition, eligibility criteria that must be met are as follows:

- Homeless, chronically homeless, or at risk of chronic homelessness, although in practice we expect that most if not all will have experience of chronic homelessness
- Very low income (not more than 30% of area median income)
- Eligible for County-provided mental health services and qualify as having a Serious Mental Disorder (or as being a Seriously Emotionally Disturbed Child or Adolescent) if being served by one of the 15 No Place Like Home (NPLH) program-assisted units

This project will follow Housing First policies. Services will be provided unconditionally and use of services will not be a condition of the program. Rather, supportive services will be encouraged, and will be responsive to individual needs. Homeward Bound leverages community resources to connect persons to mental health services, substance abuse services, employment assistance, mainstream benefits, volunteer opportunities, and other support as needed to help them stabilize in their housing.

As with other Homeward Bound PSH programs that follow Housing First, there will be no rules or barriers relating to sobriety, good behavior, or justice system involvement; rather the approach will be to support the clients where they are at and support their progress within the framework of stable housing. As mentioned above, 24/7 onsite staffing will be available for these highly vulnerable residents and staff will be well trained in crisis and de-escalation techniques and best practices.

4.4 Proposed Rehabilitation or Acquisition Scope. Describe the scope of the rehabilitation that is proposed for the property and how it will address specific conditions, i.e. replacement needs, deferred maintenance, existing building violations, required seismic upgrades, building or health codes problems. Please describe any other existing rehabilitation needs that are not included in the proposed scope of work and explain their exclusion.

N/A

Explain how the rehabilitation will be staged to minimize risk and inconvenience to the residents. If certain systems or parts of residents' units will be temporarily or unusable (e.g. kitchen or bathroom)

during construction, state the estimated duration of such interruptions and what mitigations will be provided.

N/A

If applicable, submit a capital needs assessment and any corresponding architectural drawings, in accordance with the Application Checklist.

N/A

4.5 Proposed Rehabilitation or Acquisition Population to Be Served. Describe the demographics of the current tenants in the building.

N/A

4.6 Relocation. If applicable, describe in detail any temporary relocation of existing tenants at the site that will be necessitated by the proposed rehab scope. Include an explanation of the need for relocation, estimated duration, number of tenants that will be impacted, and which laws (local, state, federal) must be followed in carrying out the relocation.

N/A

4.7 Accessibility. Please identify all applicable laws and the specific accessibility requirements that must be met in the design of the proposed project. If existing, please describe the accessibility of the building and the extent to which that accessibility will be upgraded.

Applicable accessibility laws include the federal Fair Housing Act, federal Americans with Disabilities Act and Section 504, California Accessibility Act, and California Building Code accessibility standards. Accessibility requirements for the project include:

- An elevator from the parking level to all floors and one accessible parking spot next to the elevator
- All walkways, entrances, doorways, doors/hardware, ramps, drinking fountains, rails, stairways/landings, and appropriate signage (including raised braille) meet accessibility standards throughout the building
- Toilets, roll-in showers, laundry, kitchen, lounge, dorms, and offices meet accessibility standards on the emergency shelter level
- All units accessible on the PSH levels

In addition, all residents will be provided with a reasonable accommodation form when requesting additional support for disability related matters. Homeward Bound has a Section 504 Officer who reviews all requests and responds to the resident within the allotted timeline. Applicants are made aware of Homeward Bound's Notice of Rights to a Reasonable Accommodation during the intake process and when signing their lease. The notice informs each client that at any stage in the housing process they may request a reasonable accommodation. The agency's 504 Coordinator conducts an interagency Reasonable Accommodation training once a year and requires all housing staff to attend Fair Housing Advocates of Northern California's Legal Obligations and Rights of Housing Providers Under Federal and State Fair Housing Law for Applicants and Tenants with Disabilities Training.

4.8 Community Support. Describe community engagement activities that have taken place and future plans that will take place.

The existing Mill Street Center serves people who have shared experiences and connections but are often left on the sidelines—Transition-Age Youth, undocumented immigrants, people of minority races and ethnicities, and the LGBTQ community. As such, Mill Street Center is an already vital part the Canal District, and a key resource for community members.

Adding PSH to Mill Street Center is a great way to achieve more affordable housing, especially given the high cost of real estate in the county and the challenges faced in engendering community acceptance in many area and neighborhoods. Mill Street Center faces neither of these challenges because Homeward Bound already owns the property, which eliminates the expense of purchasing a new site, and the agency has worked hard to develop excellent relationships with Mill Street Center’s neighbors during the 30+ years we have been operating an emergency shelter with services there.

Integration of the target population with the broader community will be a key goal of all project partners. Through its "good neighbor" policy, Homeward Bound will create opportunities for tenants and neighbors to meet and interact as neighbors around common interests and concern. Homeward Bound will address any neighbor complaints within 10 days. The site will be staffed 24/7 to handle issues whenever they arise and to be a resource for neighbors at any time.

The Odyssey program, Integrated Community Services, and Side By Side (all will be on-site service providers), will all provide recreational and social activities that help to connect tenants to the broader community and generate a sense of human connection and social participation that has been missing for some. Employment and educational services will provide another important avenue for meaningful integration in work and educational settings. Finally, Homeward Bound will work to provide tenants with chances to engage civically and have their voices heard in the civic process.

5. Financing Plan (Sources and Uses)

5.1 Existing Financing. In the chart below, list any financing (loans and grants) previously received from all public and private sources for this building.

N/A

5.2 Proposed Financing. Sources & Uses Table. In the Excel file (“Excel Application.xls”) that was provided separately with this application, Please enter the proposed sources and uses of funds for the project. Include both committed and anticipated sources. Provide a complete Sources and Uses Table for acquisition and for permanent sources.

Please see the Sources and Uses Table attached. The total cost for the PSH project portion is \$10,587,396. Per unit this is \$330,856.

5.3 Proposed Sources Narrative. For the sources shown in item 5.2, Sources & Uses Table, please indicate:

- **The status of all proposed funding sources as of the date of this application**
- **The timing and likelihood for obtaining commitments of anticipated funding sources**
- **The alternatives that will be pursued in the event that any funding sources are not obtained or are committed at lower levels than requested**

Most of the funding needed is already awarded, pending for decision in June 2020, or ongoing in the case of the project private capital campaign. Based upon our estimated application scores, we are very optimistic that the NPLH and Federal Home Loan Bank Affordable Housing Program (AHP) funds will be awarded. We are also confident that we will reach our individual campaign dollar target based upon our past success with such campaigns and the current level of interest and motivation among our Board members, volunteers, and donors.

Beyond the above sources, remains a funding gap of \$ 1,124,000, which we anticipate filling in 2021 through a combination of foundation grants, additional individual donors, and/or additional funding from the City of San Rafael. Here we have requested \$500,000 at the advice of staff, but clearly would be very grateful for any additional funds that the County chooses to provide to help close the funding gap.

If we do not receive all the funds we have requested, or if committed amounts are lower than expected, we will identify and apply in 2020 and 2021 for additional federal, State, County, foundation, and private sources. We would also consider using conventional financing for long-term gap filling but want to keep the project affordability level high by avoiding the need to carry mortgage payments into the future.

5.4 Proposed Uses Narrative. For the uses shown in item 5.2, Sources & Uses Table, please explain how the budgeted amount was derived for each of the uses that are applicable to the proposed project. State whether costs are estimated or bid, and provide any other relevant information which justifies the budgeted expense, such as cost per square foot, percentage of other costs (e.g. contingency), estimated number of work hours.

The project general contractor, McDevitt Construction, provided the construction costs. The overall costs for the housing portion of the project are within area expectations considering the cost of labor, materials, and professional fees in the Bay Area, as well as considerable costs needed for demolition of the existing building and site work.

The following applicable percentages of overall costs are within industry standards:

- 6% Design
- 2% Supervision
- 1% Land survey
- 5% Hard cost contingency
- 10% Soft cost contingency
- 6% Project administration
- 6% Other developer costs, e.g., capital campaign

The general contractor's combined general requirements, overhead, and profit are below 14%, which meets California Department of Housing and Community Development feasibility guidelines.

Costs for the overall project are prorated 1/3 for the emergency shelter and 2/3 for the PSH. This is because the single shelter floor has essentially the same configuration as the two PSH floors. All amounts described above and in the application and financials are for the PSH portion only.

6. Project Operations

6.1 Annual Operating Budget. Using the Excel file provided, produce an operating budget. Include notes that explain how the budgeted costs were determined and other relevant information that justifies the budgeted expenses.

Please see the Annual Operating & 20-Year Cash Flow Budget attached. The operating expenses are inclusive of Homeward Bound’s anticipated operating costs, supportive services costs, and a pro-rated share of agency admin and other expenses. Mill Street Center will be home to some of the most highly vulnerable, disabled, chronically homeless persons in Marin, who if not housed will remain very high public cost users of emergency systems of care. Hence, the project builds in some costs that most affordable housing projects do not, such as more intensive supportive services and 24/7 onsite staffing. In developing the operating budget, Homeward Bound carried out a careful line-by-line assessment and compared operating and service needs closely to other Homeward Bound projects serving a similar high needs adult population, including the Voyager Carmel Program and 4th Street Center. We are confident that the operating budget well reflects the actual operating costs the project will incur.

Operating income assumes rent income of \$1,648 in year 1, which is the Marin County Fair Market Rate payment standard for SRO accommodations (which per HUD is calculated as 75% of the efficiency payment standard of \$2,197). The rent line includes both the amounts that clients are expected to pay (likely to be only \$200-\$300 per month for many of the residents given their disabled SSI-income status) plus County-provided local subsidy commitments paying the balance. Income also assumes that a portion of costs will be covered by individual donations, which is realistic given Homeward Bound’s past success in raising funds among the highly generous Marin population.

6.2 20-Year Cash Flow. Using the Excel file provided, produce a 20-year cash flow budget. In the space below, provide a narrative of any notable occurrences during the 20-year period.

Please see the Annual Operating & 20-Year Cash Flow Budget attached. The 20-year cash flow assumes a 2% annual increase as is typically expected of HUD- or State-funded affordable housing projects. We do not anticipate any significant or notable occurrences or changes during the 20-year period.

6.3 Section 8 Voucher Compliance. Please confirm that the property will be registered with the Marin Housing Authority as a site that will accept Section 8 vouchers.

We are pleased to confirm that the property will be registered with Marin Housing as accepting Section 8 vouchers. Marin Housing will administer site-based subsidies funded through commitments from the Housing for a Healthy California Program and from the County of Marin for this project.

Thank you very much for your support and consideration of this application.

Homeward Bound of Marin
a California nonprofit public benefit corporation,

By: _____
Mary Kay Sweeney
Executive Director

Date: _____

6.1 Annual Operating Budget. Using the Excel file provided, produce an operating budget. Include notes that explain how the budgeted costs were determined and other relevant information that justifies the budgeted expenses.

Please see the Annual Operating & 20-Year Cash Flow Budget attached. The operating expenses are inclusive of Homeward Bound's anticipated operating costs, supportive services costs, and a pro-rated share of agency admin and other expenses. Mill Street Center will be home to some of the most highly vulnerable, disabled, chronically homeless persons in Marin, who if not housed will remain very high public cost users of emergency systems of care. Hence, the project builds in some costs that most affordable housing projects do not, such as more intensive supportive services and 24/7 onsite staffing. In developing the operating budget, Homeward Bound carried out a careful line-by-line assessment and compared operating and service needs closely to other Homeward Bound projects serving a similar high needs adult population, including the Voyager Carmel Program and 4th Street Center. We are confident that the operating budget well reflects the actual operating costs the project will incur.

Operating income assumes rent income of \$1,648 in year 1, which is the Marin County Fair Market Rate payment standard for SRO accommodations (which per HUD is calculated as 75% of the efficiency payment standard of \$2,197). The rent line includes both the amounts that clients are expected to pay (likely to be only \$200-\$300 per month for many of the residents given their disabled SSI-income status) plus County-provided local subsidy commitments paying the balance. Income also assumes that a portion of costs will be covered by individual donations, which is realistic given Homeward Bound's past success in raising funds among the highly generous Marin population.

6.2 20-Year Cash Flow. Using the Excel file provided, produce a 20-year cash flow budget. In the space below, provide a narrative of any notable occurrences during the 20-year period.

Please see the Annual Operating & 20-Year Cash Flow Budget attached. The 20-year cash flow assumes a 2% annual increase as is typically expected of HUD- or State-funded affordable housing projects. We do not anticipate any significant or notable occurrences or changes during the 20-year period.

6.3 Section 8 Voucher Compliance. Please confirm that the property will be registered with the Marin Housing Authority as a site that will accept Section 8 vouchers.

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Thank you very much for your support and consideration of this application.

Homeward Bound of Marin
a California nonprofit public benefit corporation,

By: Mary Kay Sweeney
Mary Kay Sweeney
Executive Director

Date: 7-13-21

Homeward Bound of Marin

Mill St 2.0 Housing Project

Rent Rolls

			Units	Efficiency Standard	SRO 75% Rate		Monthly Income		Annual Income
			32.00	2,197	1,648		52,728		632,736
Rent Discount or vacancy rate					5.00%		(2,636)		(31,637)
Net Rental Income							50,092		601,099

Marin Housing Authority
Unit Size 2020 FMR Payment Standard
SRO \$1,648
Efficiency \$2,197

Homeward Bound of Marin - Mill Street Center - Affordable Housing Units

Performance Schedule

<u>When</u>	<u>Milestone</u>
Apr-20	Planning, zoning, environmental clearances approved by San Rafael City Council
Late Jun-20 to Early Jul-20	NPLH major funding announced
Early Jul-20	General contractor agreement signed
End Jul-20	Final construction-level plans submitted to City of San Rafael staff
Aug-20	Bidding for sub-contractors started
Aug-20	Existing shelter closed
Nov-20	Demolition started
Dec-20	Construction started
Jul-22	Construction completed
Aug-22	Certificate of occupancy and doors opened

**Homeward Bound of Marin
Sources & Uses for Marin County Housing Trust Fund Application 7.13**

MILL STREET 2.0 - 32 units of Housing Only (No shelter costs included) - USES OF FUNDING	AMOUNT
ACQUISITION	
Demolition	\$123,950
Subtotal	\$123,950
Other: including removal of easement	\$40,200
Total Acquisition	\$164,150
NEW CONSTRUCTION	
Off-Site Improvements	\$147,400
Environmental Remediation	\$67,000
Site Work (hard costs)	\$225,790
Structures (hard costs)	\$5,357,990
General Requirements	\$578,880
Contractor Overhead	\$382,570
Contractor Profit	\$127,300
General Liability Insurance	\$78,390
Appliances & Laundry Eqpt	\$134,000
Other: Including Bldg Commissioning	\$100,500
Total New Construction	\$7,199,820
ARCHITECTURAL	
Design 6%	\$431,989
Supervision 2%	\$143,996
Total Architectural Costs	\$575,986
SURVEY & ENGINEERING	
Engineering (M, E, P, Civil, Energy & Green Consulting) 7%	\$503,987
ALTA Land Survey 1%	\$71,998
Total Survey & Engineering	\$575,986
CONTINGENCY COSTS	
Hard Cost Contingency 5%	\$359,991
Soft Cost Contingency 10%	\$115,197
Total Contingency Costs	\$475,188
CONSTRUCTION PERIOD EXPENSES	
Construction Loan Interest	\$142,132
Insurance During Construction	\$26,800
Title and Recording Fees	\$6,700
Total Construction Expenses	\$175,632
OTHER	
Local Development Impact Fees	\$134,000
Furnishings / Furniture	\$167,500
Total Other Costs	\$301,500
SUBTOTAL	\$9,468,262
DEVELOPER COSTS	
Project Administration (6%)	\$559,567
Other: Including Capital Campaign Costs (6%)	\$559,567
Total Developer Costs (12%)	\$1,119,135
TOTAL USES	\$10,587,396

MILL STREET 2.0 - 32 units of Housing Only (No shelter funding sources included) - SOURCES OF FUNDING	STATUS	AMOUNT
Partnership Health Plan	Awarded	\$ 1,567,065
No Place Like Home Technical Assistance	Awarded	\$ 100,000
No Place Like Home (Non-competitive)	Awarded	\$ 1,551,535
No Place Like Home (Competitive)	Awarded	\$ 2,903,585
Marin Community Foundation (grant award pro-rated 2/3 to housing, 1/3 to shelter. Only housing amount is shown here)	Awarded	\$ 1,000,000
Nancy H. and James Kelso Fund (grant award pro-rated 2/3 to housing, 1/3 to shelter. Only housing amount is shown here)	Awarded	\$ 666,667
Homeward Bound Equity	Deposited	\$ 166,000
City of San Rafael (\$750k-\$2 million)	Deposited	\$ 750,000
City of San Rafael Fee Waiver	Awarded	\$ 134,000
Individual gifts Capital Campaign	Ongoing	\$ 350,000
Tamalpais Pacific Challenge Grant	Awarded	\$ 100,000
Tamalpais Pacific predevelopment 2017	Awarded	\$ 25,000
Hellman Foundation	Awarded	\$ 50,000
Remick Family Foundation	Awarded	\$ 25,000
Marin County Affordable Housing Trust Fund	Applied	\$ 500,000
CURRENT FUNDING GAP (to be raised from Misc. Foundations, Individual Donors, Possible additional funds from City of San Rafael)	Applying in 2021	\$ 698,544
TOTAL SOURCES		\$10,587,396

Mill St Center - Affordable Housing Units

190 Mill Street, San Rafael, CA

Year 1 Operating Budget & Operating Pro-Forma 20-Year

HB will operate 32 unit housing for the most vulnerable. The land and building is owned by HB. HB has started building 4-story building for \$18 million thru funding from public and private sources. Floors 3&4 will be 32 units of housing in new program. Tenant base or local vouchers will provide primary funding with Housing For Healthy CA as emergency funding.

Proforma 2021-22	##### 6-mo	Year 1 Operating Budget 21-22		22-23																			
		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20		
INCOME																							
Federal Government Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
State Government Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
County Government Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Individual Income	175,000	350,000	357,000	364,140	371,423	378,851	386,428	394,157	402,040	410,081	418,282	426,648	435,181	443,885	452,762	461,818	471,054	480,475	490,084	499,886	509,884		
Foundation Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Corporation Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Rent Income	32x1648 SRO	316,368	632,736	645,391	658,299	671,465	684,894	698,592	712,564	726,815	741,351	756,178	771,302	786,728	802,462	818,511	834,882	851,579	868,611	885,983	903,703		
Rent Discount or vacancy rate	don't delete row hide	(15,818)	(31,637)	(32,270)	(32,915)	(33,573)	(34,245)	(34,930)	(35,628)	(36,341)	(37,068)	(37,809)	(38,565)	(39,336)	(40,123)	(40,926)	(41,744)	(42,579)	(43,431)	(44,299)	(45,185)		
Washer Dryer Income		750	1,500	1,530	1,561	1,592	1,624	1,656	1,689	1,723	1,757	1,793	1,828	1,865	1,902	1,940	1,979	2,019	2,059	2,100	2,142		
In-Kind Donations		3,000	6,000	6,120	6,242	6,367	6,495	6,624	6,757	6,892	7,030	7,171	7,314	7,460	7,609	7,762	7,917	8,075	8,237	8,401	8,569		
Total Effective Gross Income		479,300	958,599	977,771	997,327	1,017,273	1,037,619	1,058,371	1,079,538	1,101,129	1,123,152	1,145,615	1,168,527	1,191,898	1,215,736	1,240,050	1,264,851	1,290,148	1,315,951	1,342,270	1,369,116		
EXPENSES																							
Payroll (includes taxes & benefits)	25.00%																						
Supportive Serv Labor & Program Expenses																							
Director of Supportive Services	Anna 12.5%	2.00%	10,703	21,406	21,834	22,271	22,716	23,171	23,634	24,107	24,589	25,081	25,582	26,094	26,616	27,148	27,691	28,245	28,810	29,386	29,974		
Program Director	1 fte	2.00%	52,000	104,000	106,080	108,202	110,366	112,573	114,824	117,121	119,463	121,853	124,290	126,775	129,311	131,897	134,535	137,226	139,970	142,770	145,625		
Program Manager	.5 fte	2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Housing Navigator		2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Housing Focus Case Manager		2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Housing Stability Case Manager	1 FTE to be hired 5 shi	2.00%	36,400	72,800	74,256	75,741	77,256	78,801	80,377	81,985	83,624	85,297	87,003	88,743	90,518	92,328	94,175	96,058	97,979	99,939	101,938		
Shelter Supervisor	N/A	2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Housing Focus Case Manager	N/A	2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Resource Counselor Hybrid	N/A	2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Resource Counselors (4-6) 32 shifts	42 8 hr shifts less 5 shi	2.00%	206,000	416,000	424,320	432,806	441,463	450,292	459,296	468,484	477,853	487,410	497,159	507,102	517,244	527,586	538,140	548,903	559,881	571,079	582,500		
Retail Counselors (4-5)	Cover sick/vac	2.00%	26,000	52,000	53,040	54,101	55,183	56,286	57,412	58,560	59,732	60,926	62,145	63,388	64,655	65,946	67,262	68,613	69,995	71,385	72,813		
Volunteer Coordinator	Andrea 12.5%	2.00%	5,525	11,050	11,271	11,496	11,726	11,961	12,200	12,444	12,693	12,947	13,206	13,470	13,739	14,014	14,294	14,580	14,872	15,169	15,473		
Catering Staff/Courier	Tom Andert2hrsx5x52	2.00%	975	1,950	1,989	2,029	2,069	2,111	2,153	2,196	2,240	2,285	2,330	2,377	2,425	2,473	2,523	2,573	2,624	2,677	2,730		
Subtotal Sup Serv Payroll			339,603	679,206	692,790	706,646	720,779	735,195	749,899	764,897	780,194	795,798	811,714	827,949	844,508	861,398	878,626	896,198	914,122	932,405	951,053		
Program and Household Supplies		2.00%	1,200	2,400	2,448	2,497	2,547	2,598	2,650	2,703	2,757	2,812	2,868	2,926	2,984	3,044	3,105	3,167	3,230	3,295	3,361		
Laundry Expense		2.00%	600	1,200	1,244	1,248	1,273	1,299	1,325	1,351	1,378	1,406	1,434	1,463	1,492	1,522	1,552	1,583	1,615	1,647	1,680		
Groceries/ Bkfst	\$500+ 1 Brkfx32x52	2.00%	14,680	29,360	29,947	30,546	31,157	31,780	32,416	33,064	33,725	34,400	35,088	35,790	36,505	37,232	37,980	38,740	39,515	40,305	41,111		
Non-Food Kitchen Expenses		2.00%	600	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406	1,434	1,463	1,492	1,522	1,552	1,583	1,615	1,647	1,680		
Meal Expense	1 mealx32x54.5	2.00%	26,280	52,560	53,611	54,683	55,777	56,893	58,030	59,191	60,375	61,582	62,814	64,070	65,325	66,659	67,992	69,352	70,739	72,154	73,597		
In-Kind Expense		2.00%	3,000	6,000	6,120	6,242	6,367	6,495	6,624	6,757	6,892	7,030	7,171	7,314	7,460	7,609	7,762	7,917	8,075	8,237	8,401		
Resident stipend Expense		2.00%	2,000	4,000	4,080	4,162	4,245	4,330	4,416	4,505	4,595	4,687	4,780	4,876	4,973	5,073	5,174	5,278	5,383	5,491	5,601		
Subtotal Sup Serv & Prgrm Expenses			48,360	96,720	98,654	100,627	102,640	104,693	106,787	108,922	111,101	113,323	115,589	117,901	120,113	122,664	125,118	127,620	130,172	132,776	135,431		
Admin Labor & Office Expenses																							
Executive Director		2.00%	2,468	4,936	5,035	5,136	5,238	5,343	5,450	5,559	5,670	5,784	5,899	6,017	6,138	6,260	6,386	6,513	6,644	6,776	6,912		
Deputy Director		2.00%	1,479	2,958	3,017	3,077	3,139	3,201	3,265	3,331	3,397	3,465	3,534	3,605	3,677	3,751	3,826	3,902	3,980	4,060	4,141		
Director of Housing and Operations		2.00%	1,713	3,425	3,494	3,563	3,635	3,707	3,781	3,857	3,934	4,013	4,093	4,175	4,259	4,344	4,431	4,519	4,610	4,702	4,796		
Director of Finance		2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Accounting Manager		2.00%	4,263	8,525	8,696	8,869	9,047	9,228	9,412	9,601	9,793	9,988	10,188	10,392	10,600	10,812	11,028	11,249	11,474	11,703	11,937		
Accounting Associate AR		2.00%	2,131	4,263	4,348	4,435	4,523	4,614	4,706	4,800	4,896	4,994	5,094	5,196	5,300	5,406	5,514	5,624	5,737	5,851	5,967		
Accounting Associate AP & Payroll		2.00%	3,825	7,650	7,803	7,959	8,118	8,281	8,446	8,615	8,787	8,963	9,142	9,325	9,512	9,702	9,896	10,094	10,296	10,502	10,712		
Office Manager		2.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Human Resources Manager		2.00%	4,284	8,568	8,739	8,914	9,092	9,274	9,460	9,649	9,842	10,039	10,240	10,444	10,653	10,866	11,084	11,305	11,531	11,762	11,997		
Facilities Manager		2.00%	2,802	5,604	5,716	5,831	5,947	6,066	6,188	6,311	6,438	6,566	6,698	6,832	6,968	7,108	7,250	7,395	7,543	7,694	7,847		
Maintenance Staff		2.00%	1,473	2,945	3,004	3,064	3,125	3,186	3,252	3,317	3,383	3,451	3,520	3,590	3,662	3,735	3,810	3,886	3,964	4,043	4,124		
Subtotal Admin & Office labor			24,437	48,874	49,851	50,848	51,865	52,902	53,960	55,040	56,140	57,263	58,409	59,577	60,768	61,984	63,223	64,488	65,777	67,093			
Office & Operating	OffSpn Ptg	2.00%	300	600	612	624	637	649	662	676	689	703	717	731	746	761	776	792	808	824	840		
Phone	Mobile	2.00%	600	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406	1,434	1,463	1,492	1,522	1,552	1,583	1,615	1,647	1,680		
Office Equipment	Applli and equip	2.00%	500	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195	1,219	1,243	1,268	1,294	1,319	1,346	1,373	1,400		
Prop & Fees	Prop & Fees	2.00%	600	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406	1,434	1,463	1,492	1,5							

Project Budget Template

Organization Name: Homeward Bound of Marin
Project Title: Mill Street Center - Affordable Housing Units

Date: July 13, 2021

INCOME:	Housing Trust Fund Request		Other Funding Sources		In Kind
<i>Committed</i>					
Foundations:					
Partnership HealthPlan			\$1,567,065.00		
Marin Community Foundation			\$1,000,000.00		
Nancy & James Kelso Fund			\$666,667.00		
Tamalpais Pacific Challenge			\$100,000.00		
Tamalpais Pacific Predev			\$25,000.00		
Hellman Foundation			\$50,000.00		
Remick Family Foundation			\$25,000.00		
<i>(Add rows)</i>					
Government:					
No Place Like Home (NPLH) TA			\$100,000.00		
NPLH Competitive			\$2,903,585.00		
NPLH Noncompetitive			\$1,551,535.00		
City of San Rafael			\$750,000.00		
City of San Rafael Fee Waiver					\$134,000.00
<i>(Add rows)</i>					
Corporations:					
<i>(Add rows)</i>					
Individual Contributions: (list total):			\$350,000.00		
Earned Income:					
<i>(Add rows)</i>					
Other (specify):					
Homeward Bound Equity			\$166,000.00		
<i>(Add rows)</i>					
Subtotal, Committed Income			\$9,254,852.00		\$134,000.00
<i>Uncommitted</i>					
Other (specify):					
Housing Trust Fund request	\$500,000.00				
Other Foundations:					
Misc. Foundations			\$350,000.00		
<i>(Add rows to list other Foundations)</i>					
Government:					

<i>(Add rows to list other Government agencies)</i>			
Corporations:			
<i>(Add rows to list other corporations)</i>			
Individual Contributions:		\$348,544.00	
Subtotal, Uncommitted Income		\$698,544.00	\$0.00
Other			
Earned Income:			
<i>(Add rows)</i>			
Subtotal, Earned Income		\$0.00	
Grand Total Income	\$500,000.00	\$9,953,396.00	\$134,000.00

EXPENSES (Add rows to list other expenses)	Housing Trust Fund Request	Other Funding Sources	In Kind
Direct Project Related Expenses			
Acquisition			
Purchase price			
Title/Recording/Escrow			
Demolition		\$123,950.00	
Removal of Easement		\$40,200.00	
<i>(Add rows to list other direct project expenses)</i>			
Pre-development			
Architecture - Design 6%		\$431,989.00	
Architecture - Supervision 2%		\$143,996.00	
Engineering 7%		\$503,987.00	
ALTA Land Survey 1%		\$71,998.00	
<i>(Add rows to list other direct project expenses)</i>			
General Development			
Off-Site Improvements		\$147,400.00	
Environmental Remediation		\$67,000.00	
Site Work (hard costs)		\$225,790.00	
Structures (hard costs)	\$500,000.00	\$4,857,990.00	
General Requirements		\$578,880.00	
Contractor Overhead		\$382,570.00	
Contractor Profit		\$127,300.00	
General Liability Insurance		\$78,390.00	
Appliances & Laundry Eqpt		\$134,000.00	
Bldg Commissioning		\$100,500.00	
<i>(Add rows to list other direct project expenses)</i>			
Contingency Costs			

Hard Cost Contingency 5%		\$359,991.00	
Soft Cost Contingency 10%		\$115,197.00	
<i>(Add rows to list other direct project expenses)</i>			
Construction Period Expenses			
Construction Loan Interest		\$142,134.00	
Insurance in Construction		\$26,800.00	
Title & Recording Fees		\$6,700.00	
<i>(Add rows to list other specific project expenses)</i>			
Other			
Local Devel. Impact Fees			\$134,000.00
Furnishings/Furnitures		\$167,500.00	
<i>(Add rows to list other specific project expenses)</i>			
Subtotal, Direct Project Related Expenses	\$500,000.00	\$8,834,262.00	\$134,000.00
Developer Cost (specify % in column A below)			
Project Administration 6%		\$559,567.00	
Capital Campaign Costs (specify % in column A below)			
Capital Campaign costs 6%		\$559,567.00	
Grand Total All Expenses	\$500,000.00	\$9,953,396.00	\$134,000.00