

APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM
— 2012 Program Year Funding —

ACTIVITY NAME: Rebuilding Together Rehab Projects

APPLICANT: Rebuilding Together Saratoga County, Inc.

MAILING ADDRESS: _____ 267 Ballard Rd., Suite 4
Wilton, NY _____

Zip: 12831

PHONE: 518-587-3315 _____ FAX: 518-587-3314

EMAIL: michelle@rtsaratoga.org _____

CONTACT PERSON: Michelle Larkin _____ TITLE: Executive Director _____

APPLICANT (*select 1*): City Department Private non-profit organization Other Public Agency

_____ 20-0530683 _____

(List Dept.)

(List Federal ID #)

(Specify)

621495873 _____

(DUNS #)

NATIONAL OBJECTIVE (*select 1*):

“Benefit persons of Low/moderate income”

- L/M Income Area Benefit
- L/M Income Limited Clientele Activities
- L/M Income Housing Activities
- L/M Income Job Creation/Retention

“Address slum/blight Conditions”

- “N/A” Slum/blighted Area
- Slum/blighted Spot Basis
- “N/A” Urban Renewal Completion

“Urgent CD Need”

- “N/A” Urgent Need

REQUESTED ENTITLEMENT FUNDING: \$ 10,000 _____

Funding Leveraged from Other Sources: \$ 20,209.92 _____

Total Activity Cost: \$ 30,209.92 _____

Proposal Abstract - please provide a *brief* overview of your proposal including the number of persons that will be served with this grant in the space below:

Michelle Larkin

Executive Director

(Authorized Signature)

(Title)

Michelle Larkin

January 24, 2012

(Typed or Printed Name)

(Date)

Please respond in writing to each of the following (add additional pages as necessary):

1. ACTIVITY DESCRIPTION

Provide a detailed description of your proposed activity. In this description, provide responses to the following items:

- A) Identify whether the activity is new, ongoing, or expanded from previous years.
- B) Describe the community need that your activity is intended to address and how your activity will address that need. Provide evidence that this need is currently not being addressed through existing programs or activities.
- C) Identify who will benefit from the proposed activity. If the activity is designed to benefit:
 - C-1) individual persons of low- to moderate-income, describe the process you will use to identify these persons and determine their income eligibility and the number of persons you expect to serve.
 - C-2) the inhabitants of a predominantly low-moderate income area, identify the Census Block Group in which the activity is located.
 - C-3) designed to benefit a low-moderate income "limited clientele", identify the "limited clientele" group.
- D) Identify your performance goals and the types of indicators you will use to document activity accomplishments and success. **(Examples should include: # of persons with new/improved access to services, # of affordable houses rehabilitated, etc.)**
- E) Provide an activity timeframe/schedule (include start, completion dates, and other significant performance stages).
- F) Identify whether the activity requires additional local, state or federal approval (license, permit, design/historic/environmental review, etc.). For construction/site development projects, provide evidence of site control.

2. ORGANIZATIONAL CAPACITY

- A) Provide an overview of your organization including length of time in existence. List current officers and board members and identify any prior funding by the City of Saratoga Springs (year, activity, and amount).
- B) Describe your organization's experience in successfully conducting this type of activity. Identify any skills, current services, or special accomplishments that demonstrate your capacity for success.
- C) Identify the person(s) responsible for program and financial management of the activity. Identify all other persons involved in this activity noting whether these positions are current or new, pending this award. For construction/site development projects, identify the development team including proposed contractors, subcontractors, and project manager.
- D) Identify any other agencies/partners involved in this activity and define their roles and responsibilities.

3. ACTIVITY BUDGET - (ATTACHMENTS 1, 2)

- A) Include attached budgets (Attachments 1, 2) as appropriate. Depending on the activity, the applicant may need to submit one or both of the attached budget forms. More detailed budgets may be attached (and are recommended) in support of the proposal. If an architect, engineer, or other personnel have conducted a cost analysis, attach a copy noting the author and date of analysis.
 - PROGRAM OPERATING BUDGET (Attachment 1) - for all proposals including public service projects and construction/site development projects
 - CONSTRUCTION/SITE DEVELOPMENT BUDGET (Attachment 2) - for construction/site development projects
- B) Identify the amount and sources of leveraged funding for this activity. Include the status of these funds (i.e. cash on hand, grants received, planned fund-raising, etc.). Attach copies of funding commitment letters or other evidence of funding support.

4. MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS - (ATTACHMENT 3)

The City of Saratoga Springs is responsible for ensuring that subrecipients expend awards in accordance with applicable laws, regulations, and provisions of contracts and grant.

- A) In accordance with OMB Circular A-133, please complete Attachment 3 and include it with your application.

B) During your last fiscal year, if your organization expended more than \$500,000 in total federal financial awards (including CDBG and all other federal assistance), please include a copy of your latest Single Audit Report with this application.

(ATTACHMENT 1)

PROGRAM OPERATING BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PERSONNEL				
Salaries				
Fringe				
Other (consultants, etc.)				
<i>Subtotal</i>				

OVERHEAD				
Advertising/Marketing				
Program Supplies				
Rent & Utilities				
Other – list below				
<i>Subtotal</i>				

TOTAL COST			
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(ATTACHMENT 2)

CONSTRUCTION / SITE DEVELOPMENT BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PRECONSTRUCTION				
Legal				
Engineering				
Architectural/Design				
Fees and Permits				
<i>Subtotal</i>				

DEVELOPMENT				
Relocation				
Site Preparation				
Construction - materials	8,000 2,000	500	10,500	Materials, dumpsters, portable toilets. Donated tools and discount on portable toilets
Construction - labor		20,209.92	20,209.92	Donated labor for 6 projects
Construction Financing				
Other - (explain)				
<i>Subtotal</i>	10,000	20,709.92		

TOTAL COST	10,000	20,709.92	30,709.92	
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**OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS**

ORGANIZATION: REBUILDING TOGETHER SARATOGA COUNTY, INC.

MAILING ADDRESS: 267 BALLARD RD., SUITE 4 WILTON, NY 12831

FEDERAL ID #: 20-0530683

PHONE: 518-587-3315

FAX: 518-587-3314

DUNS #: 621495873

1. Please identify your fiscal year (mth/yr to mth/yr): Jan//2012-Dec /2012

Please identify below the funding received during your last fiscal year:

2. Community Development Block Grant Entitlement Funding (CDBG):

CDBG Activity Name: Rehab Projects

CDBG Funding Program Year: 2011-2012

CDBG Funding Amount: \$8,383

3. Other Federal Financial Awards (cash & non-cash):

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CFDA) #

AMOUNT OF AWARDS

NA

4. During your last fiscal year, has your organization expended more than \$500,000 in total federal financial awards (incl. CDBG & all other federal assistance)? YES * NO x

* If "yes", include a copy of your latest Single Audit Report with this completed and signed form as part of your application. If you answered "no", please complete, sign and return this form.

5. Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? YES * NO x

* If "yes", please describe:

6. Other Saratoga County Awards (cash & non-cash):

IDENTIFY PROGRAM NAME & YEAR OF AWARD

IDENTIFY AMOUNT OF CO. AWARDS

NA

Michelle Parker
Authorized Signature

1/25/12
Date



267 Ballard Rd., Suite 4
Wilton, NY 12831
michelle@rtsaratoga.org
www.rtsaratoga.org
(518) 587-3315

1. ACITVITY DESCRIPTION:

Rebuilding Together Saratoga County, Inc., a safe and healthy housing organization is a 501c3 non-profit organization. With community volunteers and sponsors, we work with Saratoga County homeowners who are in need of home repairs and are unable to pay for the repairs themselves. This is an ongoing activity and every year the number of homeowners assisted has increased. The homeowners we assist are elderly, disabled, a low-income family or a veteran. The majority of these projects are done with donated labor from community volunteers, which allows us to leverage each donated dollar 2-4 times over. We are requesting CDBG funds to buy the building materials, portable toilet and dumpsters. Our organization is active all year, but continues to do the bulk of our work during the spring and fall. The funds would be used to complete a minimum of six projects-five homeowners and one non-profit organization will be served. The performance goal of the five homeowners is to make home modifications and repairs that make the home warm, safe and dry. While the majority of our work is completed in the rural areas of Saratoga County, we are receiving applications from elderly residents of Saratoga Springs who are struggling to make ends meet.

Rebuilding Together Saratoga County, Inc. continues to work with the poorest members of Saratoga County. In 2011 the average household income was \$20,667 with an average of 2.34 members in the household. Many of the homeowners we assist have an income of \$1,200-1,500 a month. The average age of the homeowner in 2011 was 59. There is never a cost to the qualified homeowner we assist. Many of the repairs and modifications we make focus on safety issues, such as rotting stairs and hand railings. We deal with heating issues, such as furnaces, insulation, broken windows, poorly fitting doors and weather stripping. Modifications in order to keep elderly homeowners in their home and independent as long as possible is a priority of ours

In order to qualify for our services, an applicant must live in Saratoga County. They must be elderly, disabled, low-income or a veteran and must prove homeownership and income. The rising cost of living and falling social service budgets have left some of our most vulnerable neighbors without the most basic of necessities, a warm, safe, and dry home.

The nation is facing enormous problems, many of which have reached crisis levels. The low-income homeowners that Rebuilding Together serves are disproportionately affected by these issues. Homeownership is at an all time high, especially among low to mid-income Americans, but the costs of owning and maintaining a home are growing

exponentially. Healthcare costs are skyrocketing, leaving low-income citizens with less and less disposable income for home repairs and modifications. Rebuilding Together Saratoga County works with its partners and volunteers to help these homeowners stay in their homes, which builds stronger and more vibrant neighborhoods.

All necessary building permits and approvals will be applied for when necessary. We work in partnership with other agencies, such as EOC – in order to avoid duplication of services and to serve clients as soon as possible

2. ORGANIZATIONAL CAPACITY

Our 2011 annual report is included, which describes our organization and includes a list of our board of directors. The report is able to capture a snapshot of a grassroots organization, founded in 2003 that has consistently has assisted more homeowners than the year before. In 2011 we worked on 82 projects, 77 homeowners and 5 non-profit organizations (that serve the same clientele that we serve). We had support from 759 volunteers (some duplicates) who volunteered a total of 4,507 hours. A milestone for our organization has been to successfully manage a \$150,000 two-year grant from NYS Housing and Community Renewal.

Michelle Larkin, Executive Director will be responsible for the grant activity with oversight by board treasurer, Dave Blair, Accounting Manager of W.M. Shultz Construction Co. Project management and project oversight will be conducted by our new Project Manager, Paula Lomasney.

2011 Rebuilding Together Saratoga County STATS

83 Sites 77 Homes 6 Non Profits

Volunteers A total of 760 Volunteers worked 4,507 Hours

Of those we had 355 Skilled Volunteers work 2,360 Hours and

405 Unskilled Volunteers work 2,147 Hours

In Addition for the Showcase of Homes we coordinated 350 Volunteers

To work over 1050 Hours

family members served 180

Average median income of Saratoga County (\$75,500)

Average household income we served \$20,667.

Average # in household 2.34

Average # of years homeowners have lived in their home 14.8

disabled served 99 (# disabled homeowners 65)

Average age of homeowner 59

of clients non profits served(6,460)

Children under 19 55

19-64 91

65 and older 36

Female Head of Household(HOH) with children under 18 11

Female HOH without children under 18 26

Male HOH with children under 18 4

Male HOH without children under 18 11

Elderly HOH with children under 18 4

Elderly HOH without children under 18 23

Veterans 29 (this is the number we knew for sure, not all applicants answered ?)

Veterans with disabilities 9

over

Work Completed

- 12 Roofs (2 replace 10 repair)
- 55 Plumbing projects
- 67 Carpentry projects (32 interior, 35 exterior)
- 20 Electrical Projects
- 22 Landscape/Yard cleanup
- 21 Painting projects
- 16 Ramps (15 permanent, 1 temp)
- 41 Doors
- 34 Windows
- 32 Floors
- 10 Appliance (repair/replace)
- 46 Grabbars/Handrails

This Year we did 23 Large projects and 59 smaller critical projects

- 35 Home Modification projects

- 29 Access to Home projects

- 4 CDBG projects

Since our inception we have completed 387 Total Sites

And served 715 People (not including non profits)



ANNUAL REPORT 2011

In 2011 Rebuilding Together Saratoga County (RTSC) celebrated its 8th year since its inception in November 2003, serving the residents in Saratoga County, New York. RTSC is a member of a national non-profit organization that has a network of 200 affiliates across the United States. Our mission is to bring volunteers and communities together to improve the homes and lives of homeowners in need. The low-income Saratoga County homeowners we assist are elderly, disabled or a veteran.

According to The National Low Income Housing Coalition in 2010, 35 million of our fellow Americans were deemed to be "shelter poor", rendering homeowners unable to cover costs of basic necessities after paying housing costs. 39% of these individuals living in substandard housing with a lack of resources are children. Additionally, 1 in 6 Americans, about 46.2 million people, are considered in poverty, amplified by rising unemployment, foreclosures and declining median household income rates. More and more families are placed in the position of choosing between vital necessities over essential home repairs and modifications.

Who we help: As a local affiliate of Rebuilding Together, we believe the disabled and elderly should be allowed to remain in their own homes whenever possible. We believe that homeowners displaced by natural disaster enter back into safe housing with help from the community. We believe that our nation's veterans who return with disabilities deserve a helping hand so they may return to their own homes in basic comfort. Rebuilding Together Saratoga County commits itself to addressing the housing needs of our neighbors in need, which is directly related to their quality of life. We continue to serve the poorest of our community- low-income families, the elderly, disabled and veteran members.

Helping to keep people in their homes with repairs that will make their home warmer, safer and drier with volunteer labor and donated funds for materials from individuals and sponsors epitomizes neighbor helping neighbor. With this community support, we are able to leverage each dollar donated to us two to four times its value in services given back to the community.

Our volunteer Board of Directors continues to be passionate about making a difference in their community.

2012 Incoming Board of Directors

Dave Blair-Board Treasurer	W.M. Schultz and Co.
Jesse Boucher	Kodiak Construction
Matt Coseo	Attorney, McMahon & Coseo, P.C.
Kim Crocetta	Attorney-private practice
Lee Ecker-Board President	CHA
Maria Fontaine-Board VP	School Social Worker
Jacquie Harris	Occupational Therapist
Barbara Mitchell	Fingerpaint Marketing
Lisa Rozell	Homestead Financial Services
Michael Tuck-Board Secretary	Balzer-Tuck Architecture PLLC
Deb VanDeMar	SEFCU
Paul Von Schenk	Adirondack Trust Insurance
	STAFF
Michelle Larkin	Executive Director
Marian Bigelow	Administrative Assistant
Paula Lomasney	Project Manager

2011 Highlight: 82 Projects- 77 Homeowners, 5 Non-Profit Organizations (that serve the same clientele as we do)

Description	Program Stats							
	2004	2005	2006	2007	2008	2009	2010	2011
# Homes served	4	19	23	39	52	66	71	77
# Non-profits we served	2	2	2	8	8	6	4	5
Total Projects Completed	6	21	25	47	60	72	75	82
Average median income of area		*	*	*	*	54300	75500	75500
Average household income we served		*	*	*	15398	18734	17097	20,600
# Disabled served	4	15	20	37	56	78	87	99
Average age of homeowner	*	*	*	*	56	62	58	59
# Of volunteers	100	250	300	575	600	632	578	760
# Volunteers hours worked	800	2000	2500	3750	4200	4582	3402	4507

* Statistics not tracked at that time

Volunteer Work Crews from: Gilbane Building Co., Roohan Realty, Kodiak Construction, Soroptimist's, Empire State College, CHA, Sunrise Rotary, Saratoga Springs Rotary, SEFCU, Trustco Bank, Presbyterian New England Congregational Church, Quaker Springs Methodist Church, Unitarian Universalist Congregation, Parks Heritage FCU, Quad Graphics, and Bonacio Construction.

Funding

Once again we partnered with the Saratoga Builders Association by coordinating over 350 volunteers for their Showcase of Homes Event, which resulted in a donation of \$50,000, making them the Premier Sponsor of 2011. Another highlight of the year has been administering the two year \$150,000 Access to Home Grant awarded to RTSC for the years 2010-2012. Of great excitement in 2011 was winning a national Facebook contest from Sears Heroes at Home with \$20,000 being awarded for the Guardian House Project.

Grants received from: Sears Holdings Heroes at Home, Lowe's, Saratoga Springs Rotary, Soroptimist's, and Assemblyman Richard Reilly Salary Fund of the Community Foundation, The S. Glens Falls Marathon Dance, NYS DHCR, and CDBG.

Local Sponsors and Donors of \$500 and above: Adirondack Trust , Gilbane Building Co., Roohan Realty, Allerdice, Curtis Lumber, Chianti's, Saratoga Casino and Raceway, Saratoga National Bank and Trust Co., , Mobile Home Solutions, Longfellow's, Kodiak Construction, American Legion Post 234, Quad Graphics, Trustco Bank, Stewart's Shops, Bright-Wilsey Family, Jim and Elizabeth Rossi, Michelle and Dan Larkin, Laurie and Lee Ecker, Paula Lomasney and Anne Cinquemani, George and Julie VanDeusen, Tom and Kristie Roohan, John and A.C. Riley, Ken and Maureen Rice, Ianiello,Anderson, Sciocchett & Reilly,P .C., Informz, Quaker Springs Methodist Church, New England Congregational Presbyterian Church, Passero Associates

Description	2004	2005	2006	2007	2008	2009	2010	2011
Individuals	9615	2150	2222	6393	9436	11109	12875	8500
Grants	700	0	0	18800	57400	56584	51589	156100
Corporate	7400	10550	8200	30650	19818	37983	25135	26000
Misc. Donations	345	2679	0	48000	0			
Civic	3204	5000	1865	11569	4588	6107	5872	5000
Religious Organ		315	540	200	440	924	2759	1600
Showcase	20000	25000	25000	32500	37500	0	33333	50000
Annual Dinner	11195	11850	14885	15858	20181	21266	19737	26640
Events						14799	13025	20733
Total	49287	57544	52712	163970	149363	149441	164,323	296723

In 2011, there was a learning curve associated with managing our first NYS Grant. The expectation is that we would assist 25 units with this funding. We are happy to report we have assisted 29 units with funds still remaining for 2012. Goals achieved in 2011: Conducting How-To Classes, Create House Captain Books, House Captain Training Video, House Captain Interviews on line, develop new work crews in areas(developed a crew in Corinth), partner with Boces, develop a Facebook presence, use 2011 as a trial year regarding fundraising events, new house preview process, new office, increase the number of projects.



Rebuilding Together Saratoga County
 267 Ballard Rd. Suite 4
 Wilton, NY 12831
 Office 518.587.3315 FAX 518.587.3314

2012 Budget

Description	Budget \$	Description	Budget \$	Description	Budget \$
Income					
<i>Cost of Goods Sold</i>					
Contributions					
Individuals	10,000	Fees and Permits	100	Char 500 Fee	35
Corporate	30,000	Food and Beverage Materials	3,500	Office Rent	3,000
Churches	2,000	Fall Materials	30,000	Internet/Phone	1,200
Civic Groups	7,000	Spring Materials	45,000	Utilities	1,500
Total Contributions	49,000	Access to Home	5,000	Mileage	1,000
		Total Materials	83,600	Advertising and Publicity	1,200
				Bank Charges	500
Grants				Dues and Memberships	8,000
Grants-Other	75,000	Operating Supplies		Insurance	3,200
Access to Home	60,000	Hero's at Home	0	Office Supplies	1,500
Total Grants	135,000	Operating Supplies Other	1,400	Postage and Shipping	1,500
		Total Operating Supplies	1,400	Printing	1,200
Interest Income	250			Website Fee	200
		Subcontractors		CivicCore Contact Manager	900
Special Events		Materials	22,000	Professional Fees	3,500
Golf Event	9,000	Labor	22,000	Total Office Expense	31,630
Non Gala	10,000	Access to Home	20,000		
Restaurant Night #1	1,500	Project Manager	12,000	Administrative Expense	
Restaurant Night #2	1,500	Temp Ramp	5,000	Salaries	25,430
Other	5,000	Total Subcontractors	81,000	Payroll Taxes	6,579
Total Special Events	27,000			Education and Conferences	4,500
		Salaries-Direct Program	29,400	Board Expenses	600
Showcase of Homes	35,000	Mileage-Site Visits	3,000	Total Admin	33,914
		Waste Removal	6,000		
Annual Dinner		T-Shirts	2,500	Total Operational Expenses	65,544
Donations	0	Volunteer Insurance	1,800		
Dinner Admissions	0	Total Cost of Goods Sold	208,700		
Auctions	0				
Sponsors	0	Gross Profit	67,550		
Dinner-Other	30,000				
Total Annual Dinner	30,000	Net Income	2,006		
Total Income	276,250				