

SECTION – 5 – REQUIRED FORM – ATTACHMENT A

VENDOR INFORMATION			
VENDOR NAME:	Common Wealth Development, Inc.	DANE COUNTY VENDOR #:	1492

Vendor Information (address below will be used to confirm Local Vendor Preference)			
Address	1501 Williamson Street	City	Madison
State & Zip	WI 53703	County	Dane
Vendor Rep. Name	Ashley Gohlke	Title	Director of Development Ops
Email	ashley@cwd.org	Telephone	608-256-3527

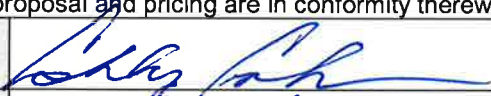
Designation of Confidential and Proprietary Information (Reference 1.12)			
<input checked="" type="checkbox"/>	No information designated as confidential and proprietary.		
Section #	Page(s) #	Topic	

Cooperative Purchasing (Reference 1.13)	
<input checked="" type="checkbox"/>	I agree to furnish the commodities or services of this bid to other municipalities.
<input type="checkbox"/>	I do not agree to furnish the commodities or services of this bid to other municipalities.

Local Vendor Purchasing Preference (Reference 1.15)						
Are you claiming a local purchasing preference under DCO 25.08(7)?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Dane	<input type="checkbox"/> Columbia	<input type="checkbox"/> Sauk	<input type="checkbox"/> Rock
				<input type="checkbox"/> Green	<input type="checkbox"/> Dodge	<input type="checkbox"/> Iowa
				<input type="checkbox"/> Jefferson		

Fair Labor Practice Certification (check only 1) (Reference 1.17)	
<input checked="" type="checkbox"/>	Vendor has not been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.
<input type="checkbox"/>	Vendor has been found by the National Labor Relations Board ("NLRB") or the Wisconsin Employment Relations Commission ("WERC") to have violated any statute or regulation regarding labor standards or relations in the seven years prior to the date this bid submission is signed.

Addendums – this vendor hereby acknowledges receipt/review of the following addendums, if any.					
Addendum #1	<input checked="" type="checkbox"/>	Addendum #2	<input type="checkbox"/>	Addendum #3	<input type="checkbox"/>
				Addendum #4	<input type="checkbox"/>
					None <input type="checkbox"/>

Signature Affidavit			
<p>In signing this proposal, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; that this proposal has not been knowingly disclosed prior to the opening of proposal to any other proposer or competitor; that the above statement is accurate under penalty of perjury.</p> <p>The undersigned agrees to hold the County harmless for any damages arising out of the release of any material unless they are specifically identified on Attachment B. The undersigned, submitting this proposal, hereby agrees with all the terms, conditions, and specifications required by the County in this Request for Proposals, and declares that the attached proposal and pricing are in conformity therewith.</p>			
Signature		Date	7/22/2020
Name (Printed)	Ashley Gohlke	Title	Director of Dev Ops



5802 Raymond Road
11 Unit Mixed-Use Housing Proposal

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1. Introduction

Common Wealth Development, Inc (CWD) is a 501(c)(3) nonprofit organization that provides affordable housing in Madison, WI. CWD provides affordable, healthy, safe and stable and housing opportunities for low and moderate-income families in order to enhance household, neighborhood, and community stability in the Meadowood Neighborhood.

CWD is currently developing a three-story mixed-use building with 2,400 square feet of commercial space on the ground floor and 11 affordable housing units at 5802 Raymond Road. Our project will consist of 1, 2, & 3-bedroom affordable units to accommodate larger families as well as singles.

Common Wealth Development seeks to increase housing stability for low- to moderate-income individuals and families. Our community is defined by social geography elucidated through initial work focused on efforts in neighborhoods that are significantly disenfranchised from the overall health and economic vitality of the city of Madison due to historic processes and peripheralization. Our development's focus population, goals, services, and location meet the preferences and requirements detailed in the Dane County Affordable Housing Development Fund RFP. Additionally, through this project our intent is to provide a centralized support services platform for the neighborhood by partnering with Dane County's Early Childhood Initiative and Joining Forces for Families.

2. Development and Service Team Background

Ashley Gohlke, Housing Manager, Common Wealth Development:

Ashley has over 9 years of housing management experience including affirmative marketing, outreach, tenant relations and HOME/WHEDA Tax Credit compliance. Ashley is in charge of compliance for all 146 units of Common Wealth housing with LIHTCs, the Affordable Home Program through the Federal Home Loan Bank of Chicago, and Property Tax Exemption guidelines. She has extensive knowledge of managing properties within the guidelines of multiple compliance layering. Common Wealth is regularly audited, has never had a reportable finding, has an excellent reputation and is highly regarded by our funding agencies.

Stefan Davidson, Finance Director, Common Wealth Development:

Stefan has 18 years of experience in accounting and finance, working in public accounting as both an auditor and tax-preparer and since 2010 in the financial management of not-for-profit housing organizations. As the Controller for Compass Housing Alliance (CHA) in Seattle, Washington Stefan was responsible for the financial reporting and compliance of a portfolio of six housing projects. The projects were financed through a combination of federal and local grants and tax credit equity investments. Stefan was responsible for the financial management and reporting of two of the projects during their construction and lease-up phases. CHA also provided supportive services to all of the residents, along with day services to community residents that wanted them. These functions were all financed in part through federal and local grants and required fiscal compliance and periodic reporting and monitoring to maintain the funds. Stefan started as the Finance Director at Common Wealth Development in January of 2016, and has been responsible for the financial management of the organization, which includes funding from local and federal pass-through grants and the Yahara River View Apartments Partnership.

Mark France, Maintenance & Special Projects Coordinator, Common Wealth Development:

Mark has 20 years of experience in project management, rehabilitation, and maintenance of low-income housing. He brings a design perspective that is centered on the long-term durability of housing stock and on creating livable spaces for residents. His experience encompasses both residential and commercial spaces and has worked in support of new developments as well as acquisition / rehabilitation projects.

Conner Wild, Housing Operations Manager, Common Wealth Development:

Conner Wild has a BA in History with certificates in American Indian Studies and German Language. From 2014-2016, he oversaw the expansion and operations of Bethel Homeless Support Services, a drop-in day center for individuals experiencing homelessness. In 2016, he was acting supervisor of clinical operations at Rethke Terrace, Madison's first housing first complex, and directed the move-in of 60 residents and development of comprehensive onsite services. From 2017-2019, he worked as a behavioral health case manager with UW-Health's Adolescent Intervention Program where he earned his substance abuse counselor credentials. Over the past two years, Conner has had the distinct honor of having served on the Board of Directors for the Dane County Homeless Services Consortium as well as the Wisconsin Housing First Coalition. At the beginning of 2020, he transitioned to his current position with Common Wealth development as a Housing Specialist.

Stephanie Bradley Wilson, Director of Health Equity & Violence Prevention:

Stephanie currently serves as the Director of Health Equity and Violence Prevention for Common Wealth Development. She oversees the federally funded Community Based Crime Reduction (CBCR) grant that is a partnership with the City of Madison (Madison Police Department) and researcher Dr. Jeffrey Lewis. CBCR funds 6 local non-profits, a Toki Middle school project, a program at the Meadowood Neighborhood Center and a community policing initiative for services in Southwest Madison. These organizations work under the platforms of mentoring, support to families and community policing. Stephanie earned both her BS and MS degrees from the University of Wisconsin-Madison.

John Wroten, Adult Workforce Development Manager:

John manages all aspects of the organization's adult workforce development. The bulk of his work is focused on running the Southwest Transitional Employment Program, working with some of the counties most disenfranchised residents. STEP was developed based on the needs expressed by residents in Southwest Madison as a mechanism to increase stability and decrease volatility in housing tenure. In addition to STEP, Mr. Wroten also oversees Common Wealth's Coordination of Care services, supporting residents of Common Wealth's rental housing in addition to other residents within Southwest Madison. The Coordination of Care model is data driven and focused on helping families connect with needed resources to mitigate the health disparities faced by marginalized communities. Originally a licensed commercial truck driver by trade, John took on a second career as a social worker, and has been working in this capacity for the past 10 years.

Justice Castañeda, Executive Director, Common Wealth Development:

Justice has over two decades of strategic planning and project implementation experience around residential and commercial development that he brings to this project. He also brings extensive experience working with comprehensive community development projects, integrating housing initiatives, economic development, mental health and wellness and educational opportunities for long-term community-level health improvement. Justice earned his BA in Urban Studies and Planning from the University of California – San Diego, a MA in Policy, Organization and Leadership Studies from the Stanford Graduate School of Education, a Masters in City Planning from the Massachusetts Institute of Technology, and a post-graduate fellowship in Health and Community from the Medical Center at the University of California – San Francisco. He is currently completing his dissertation in Urban and Regional Planning at the University of Wisconsin – Madison.

3. Project Description

The development is a three-story mixed-use building with 2,400 square feet of commercial space on the ground floor and 11 apartments in a Neighborhood Mixed-Use (NMX) district at 5802 Raymond Road. The building will include four (4) three-bedroom units, three (3) two-bedroom units, three (3) one-bedroom units, and one (1) efficiency with an interior bedroom. The three-bedroom units on the first will all have individual exterior entrances. The other units are accessed via a common hall served by stair towers on either side of the building. A 2,400-square-foot commercial space is located on the Raymond Road facing (south) façade. The proposed project includes a mix of 50% county median income (CMI), 60% CMI and 80% CMI units. We are intentionally maximizing 1 and 3 bedroom units due to the lack of these types of units in the area.

The proposed budget for this project is \$2,539,058. We are receiving \$1,045,000 of HOME funds (HUD) through the City of Madison. We have secured \$1,260,000 in conventional financing through Monona State Bank. We are requesting \$234,058 from the Dane County Affordable Housing Fund to cover gap financing in order to complete the project.

In addition to the residential units, this project also includes 2,400 square feet of commercial space, which will house a variety of supportive services for the surrounding neighborhood, and which will be shared with Dane County (JFF, ECI) staff.

As part of our mission, Common Wealth creates permanently affordable housing units; as such, all of the affordable units created as part of this project will remain affordable in perpetuity.

3.1. Project Location

The development is located at 5802 Raymond Road, Madison WI 53711.

The parcel number is 070931311032.

The 17,980-square foot (0.41-acre) subject site is located on the north side of Raymond Road, immediately northwest of its intersection with Leland Drive, and approximately 300 yards west of South Whitney Way. It is within Aldermanic District 20 (Ald. Albouras), County Supervisor District 7 (Veldran) and is within the Madison Metropolitan School District.

3.2. Photo Voltaic Array

This project is not in a location that is considered prime for a photo voltaic array.

Common Wealth Development
5802 Raymond Rd
Operating Pro-Forma

	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
Revenue:															
Gross Income	149,640	151,885	154,163	156,475	158,822	161,205	163,623	166,077	168,568	171,097	173,663	176,268	178,912	181,596	184,320
Less Vacancy/Bad Debt	8,455	8,581	8,710	8,841	8,973	9,108	9,245	9,383	9,524	9,667	9,812	9,959	10,109	10,260	10,414
Total Revenue	141,185	143,303	145,453	147,634	149,849	152,097	154,378	156,694	159,044	161,430	163,851	166,309	168,804	171,336	173,906

Expenses:															
Office Expenses and Phone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Real Estate Taxes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising, Accounting, Legal Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll, Payroll Taxes and Benefits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Insurance	4,000	4,100	4,203	4,308	4,415	4,526	4,639	4,755	4,874	4,995	5,120	5,248	5,380	5,514	5,652
Mtc, Repairs and Mtc Contracts	12,500	12,813	13,133	13,461	13,798	14,143	14,496	14,859	15,230	15,611	16,001	16,401	16,811	17,231	17,662
Utilities (gas/electric/fuel/water/sewer)	11,350	11,634	11,925	12,223	12,528	12,841	13,163	13,492	13,829	14,175	14,529	14,892	15,264	15,646	16,037
Property Mgmt	12,493	12,805	13,125	13,454	13,790	14,135	14,488	14,850	15,222	15,602	15,992	16,392	16,802	17,222	17,652
Operating Reserve Pmt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Replacement Reserve Pmt	4,750	4,869	4,990	5,115	5,243	5,374	5,509	5,646	5,787	5,932	6,080	6,232	6,388	6,548	6,712
Grounds	6,500	6,663	6,829	7,000	7,175	7,354	7,538	7,726	7,920	8,118	8,321	8,529	8,742	8,960	9,184
Pest Control	3,000	3,075	3,152	3,231	3,311	3,394	3,479	3,566	3,655	3,747	3,840	3,936	4,035	4,136	4,239
Total Operating Expenses	54,593	55,958	57,357	58,791	60,260	61,767	63,311	64,894	66,516	68,179	69,884	71,631	73,422	75,257	77,138
Net Operating Income	86,592	87,345	88,096	88,844	89,589	90,330	91,067	91,800	92,528	93,251	93,968	94,678	95,382	96,079	96,767

Debt Service:															
First Mortgage	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162
Other (List)															
DCAHDF	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680
Total Debt Service	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842
Total Annual Cash Expenses	131,435	132,800	134,199	135,633	137,102	138,609	140,153	141,736	143,358	145,021	146,726	148,473	150,264	152,099	153,980
Total Net Operating Income	9,750	10,503	11,254	12,002	12,747	13,488	14,225	14,958	15,686	16,409	17,126	17,836	18,540	19,237	19,925
Debt Service Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Deferred Developer Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Flow	9,750	10,503	11,254	12,002	12,747	13,488	14,225	14,958	15,686	16,409	17,126	17,836	18,540	19,237	19,925

Common Wealth Development
5802 Raymond Rd
Operating Pro-Forma

	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	Year 26	Year 27	Year 28	Year 29	Year 30
Revenue:															
Gross Income	187,085	189,891	192,739	195,630	198,565	201,543	204,567	207,635	210,750	213,911	217,119	220,376	223,682	227,037	230,443
Less Vacancy/Bad Debt	10,570	10,729	10,890	11,053	11,219	11,387	11,558	11,731	11,907	12,086	12,267	12,451	12,638	12,828	13,020
Total Revenue	176,514	179,162	181,850	184,577	187,346	190,156	193,009	195,904	198,842	201,825	204,852	207,925	211,044	214,210	217,423

Expenses:															
Office Expenses and Phone	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Real Estate Taxes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising, Accounting, Legal Fees	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Payroll, Payroll Taxes and Benefits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Insurance	5,793	5,938	6,086	6,239	6,395	6,554	6,718	6,886	7,058	7,235	7,416	7,601	7,791	7,986	8,186
Mic. Repairs and Mic Contracts	18,104	18,556	19,020	19,496	19,983	20,483	20,995	21,520	22,058	22,609	23,174	23,754	24,348	24,956	25,580
Utilities (gas/electric/fuel/water/sewer)	16,438	16,849	17,270	17,702	18,145	18,598	19,063	19,540	20,028	20,529	21,042	21,568	22,108	22,660	23,227
Property Mgmt	18,094	18,546	19,010	19,485	19,972	20,471	20,983	21,508	22,045	22,596	23,161	23,740	24,334	24,942	25,566
Operating Reserve Pmt	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Replacement Reserve Pmt	6,879	7,051	7,228	7,408	7,594	7,783	7,978	8,177	8,382	8,591	8,806	9,026	9,252	9,483	9,720
Grounds	9,414	9,649	9,891	10,138	10,391	10,651	10,917	11,190	11,470	11,757	12,051	12,352	12,661	12,977	13,302
Pest Control	4,345	4,454	4,565	4,679	4,796	4,916	5,039	5,165	5,294	5,426	5,562	5,701	5,843	5,989	6,139
Total Operating Expenses	79,067	81,044	83,070	85,146	87,275	89,457	91,693	93,986	96,335	98,744	101,212	103,743	106,336	108,995	111,720
Net Operating Income	97,447	98,119	98,780	99,431	100,071	100,699	101,315	101,918	102,507	103,081	103,640	104,182	104,708	105,215	105,703

Debt Service:															
First Mortgage	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162	72,162
Other (List)															
DCAHDF	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680	4,680
Total Debt Service	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842	76,842
Total Annual Cash Expenses	155,909	157,886	159,912	161,988	164,117	166,299	168,535	170,828	173,177	175,586	178,054	180,585	183,178	185,837	188,562
Total Net Operating Income	20,605	21,277	21,938	22,589	23,229	23,857	24,473	25,076	25,665	26,239	26,798	27,340	27,866	28,373	28,861
Debt Service Reserve	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Deferred Developer Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Flow	20,605	21,277	21,938	22,589	23,229	23,857	24,473	25,076	25,665	26,239	26,798	27,340	27,866	28,373	28,861

SECTION – 5 – REQUIRED FORM – ATTACHMENT C

UNIT TABLE

In the space below, please list each site (street address) and building where the work will be undertaken. For each building, list the units by type, the number of bedrooms in the unit, the number of units, the monthly unit rent, utility allowance, and the total housing cost. Use additional pages as needed.

SITE ADDRESS/BUILDING NO		UNIT TYPE (Elderly, Family, Homeless, RCAC, SRO, Supportive Housing)	NUMBER OF UNITS	NUMBER OCCUPIED BY LMI HOUSEHOLDS
5802 Raymond Road, Madison WI 53711			11	11
NUMBER OF STORIES:	3	ELEVATOR?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
NUMBER OF HANDICAPPED ACCESS UNITS	2	NUMBER OF UNITS ACCESSIBLE FOR SENSORY IMPAIRED		0

UNIT	SQUARE FOOTAGE	NUMBER OF BEDROOMS	NUMBER OF UNITS	MONTHLY UNIT RENT	UTILITY ALLOWANCE	TOTAL HOUSING COST
80%	1266	3	1	\$1,302.00	\$97.00	\$1,205.00
60%	1150-1266	3	2	\$1,262.00	\$97.00	\$1,165.00
50%	1150	3	1	\$1,222.00	\$97.00	\$1,125.00
50%	962-990	2	1	\$932.00	\$82.00	\$850.00
60%	668-690	1	2	\$791.00	\$71.00	\$720.00
50%	668-690	1	1	\$771.00	\$71.00	\$700.00
60%	523	0	1	\$767.00	\$67.00	\$700.00
60%	962-990	2	2	\$942.00	82.00	860.00

4. Project Financing and Leverage

Project Uses		
Acquisition Costs		
Acquisition		65,000
Title Insurance and Recording		7,500
Appraisal		2,500
Survey		33,909
Construction:		
Construction Costs		2,017,631
Construction Interest		12,750
Permits; Print Plans/Specs		5,000
Landscaping, Play Lots, Signage		33,684
Loan fees, Insurance		8,150
Other:		
Architect		43,000
Engineering		21,000
Legal		40,000
Development Fee		198,000
Real Estate taxes		1,934
Project Contingency		25,000
Lease Up Reserve		24,000
TOTAL USES		2,539,058
Project Sources		
Monona Bank Financing (Primary)		1,260,000
HOME Program Financing (Secondary)		888,250
Dane County Affordable housing (Tertiary)		234,058
HOME Program Grant		156,750
TOTAL SOURCES		2,539,058

This request is for \$234,058 in Dane County Affordable Housing Development Funds. The total project cost for this development of 11 unit is \$2,539,058. The Dane County cost per unit is \$21,278.

The other sources of funds are:

- \$1,260,000 Primary Mortgage from Monona Bank. This note has a 10-year term with a fixed interest rate and an interest only service period for the first 18 months to accommodate construction activities.
- \$1,045,000 in HOME Funds through the city of Madison
 - \$888,250 as a Loan with no service requirements
 - \$156,750 as a Grant for approved soft costs

Dane County Affordable Housing Funds will reduce the cost of capital in the project, allowing for all the units in the development be set aside as affordable units.

5. Fair Tenant Selection

CWD agrees to the Fair Tenant Selection Criteria as outlined. Attachment E includes a signed letter of agreement.

6. Tenancy Addendum

CWD agrees to the Tenancy Addendum as outlined. Attachment F includes a signed letter of agreement.

Attachment E&F: Fair Tenant Selection Criteria and Tenancy Addendum Agreement

7/21/2020

To whom it may concern:

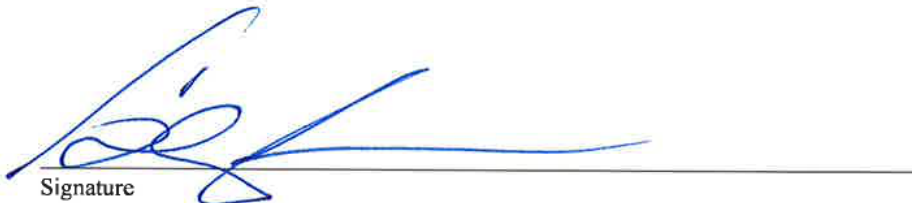
I, Ashley Gohlke, am writing this letter on behalf of the Common Wealth Development, Inc. (CWD) Housing Team. I serve as the Director of Development Operations at CWD and oversee all housing management and staff, including housing specialists and maintenance staff.

This letter serves as a formal agreement to all elements of the tenant selection criteria and tenancy addendum as written. The Housing Team has assessed the impact of the criteria and addendum on housing management and understand all requirements.

Regards,

Ashley Gohlke

Director of Development Operations at Common Wealth Development, Inc.


Signature

7/22/2020
Date

7. Housing First

While CWD does not have a formal agreement with HSC, this development still meets the goal of Housing First through a people-first approach centered on racial equity and community level health improvement. Additionally, we work with a number of HSC members to support agency members and other rapid rehousing efforts to support referrals of families and individuals who have or are currently experiencing homelessness.

8. Supportive Services Plan

1. The name of the supportive services partner(s), including any specific staff involved with the partnership and the number of staff from that partner agency dedicated to the partnership.

Common Wealth employs a coordination of care model to provide holistic support services to our residents. CWD will have full-time employment support service and coordination of care staff on site. Additionally, this project will be in coordination with Dane County Department of Human Services Early Childhood Initiative (ECI) program and Joining Forces for Family (JFF).

For the past eight years, we have been working with ECI and JFF as part of a collaborative effort to support the neighborhood.

2. The scope of the services provided to tenants and what approaches the supportive services partner(s) will use to address the needs of the targeted tenant population.

Through Common Wealth Development's partnership with the UW School of Medicine and Public Health and community collaborators, including service providers in the neighborhood, we employ a coordinated care model (CoC) for our program participants as well as residents of West Madison.

The Wisconsin Partnership Program grant is a grant focused on creating sustainable models of care that impact communities and their health. Our work focuses on addressing the social determinants of health (SDOH) through resource connection and cross collaboration with various system partners including health, education, employment, and housing.

We have created a service provision eco-system within our community by embedding service providers in the Meadowood Neighborhood to be able to take a comprehensive and holistic approach to the care of our program participants and neighborhood residents. We collaborate with:

1. Joining Forces For Families, a voluntary, community-based, supportive service that helps families address their basic human needs. By quickly linking clients to resources, JFF often keeps families stable and deflects them away from costly formal system interventions,
2. The Early Childhood Initiative, a voluntary home visiting program in Madison and Dane County, WI for pregnant women and families with children ages 0-4. ECI knows caregivers are the experts on their families, and supports them in working towards their goals.
3. Children's Wisconsin, an entity that works with women with young children to obtain educational opportunities and training while also connecting them to resources.
4. The Meadowood Health Partnership. The primary mission of the Meadowood Health Partnership (MPH) is to strengthen families, promote literacy and provide neighborhood-based model health

care. The partners include, Meadowridge Library, Today Not Tomorrow, Inc-Project Babies, Meadowood Neighborhood Center and Neighborhood Connectors. Access Community Health Centers is closely associated with this partnership and they provide technical and medical information assistance

Common Wealth Development's Coordination of Care Specialist works to develop and foster strong relationships with community partners and stakeholders to help neighborhood residents and program participants access resources and stabilize their situations, so they experience less volatility in housing, employment, and food access. We also make connections to various service providers in the area who focus on mental health, vocational training, health and wellness, and childcare support.

3. Where tenants can access services. For example, on-site at the development in a permanent, designated space, or by referral to off-site community supports with no on-site provider presence.

All resources, including our employment program and other participating programs (JFF and ECI) have offices located on site.

4. If services provided are referral to off-site community supports, please detail how tenants will receive information on supportive services that are available to them before and after needs arise.

Through our ongoing work overseeing the Innovations in Community-based Crime Reduction Initiative (CBCR), we have partnerships with six community-based organizations providing a range of supportive services. Our partners in CBCR include, Operation Fresh Start (OFS), Toki Middle School, the Mellowood Foundation, 100 Black Men, The Urban League of Greater Madison, Charles Hamilton Houston Foundation and the Meadowood Neighborhood Center.

In addition, the Meadowood Neighborhood Center (including Job Shop, adult and youth programs, camps and, after school programs) and a public library are adjacent to the development site.

CWD communicated regularly with all of our residents providing detailed information on all of the support services we are connected to.

5. The frequency of services provided and/or a proposed schedule of when services are available to tenants.

In order to provide collaborative support for the community and our residents, all resources will be available on site during normal business hours and as needed.

6. How the supportive services partnership will be funded, including if the respondent is providing funding to support the partnership.

Common Wealth supports our own adult and youth employment programs and will have on-site housing management. CWD provides funding through our own revenue generation to support our own holistic, supportive services. In addition to the services that we are able to fund internally, we have formed

partnerships through grants and initiatives that are aimed at holistic support for building and maintaining healthy communities in the neighborhood.

7. Relevant performance data that provides insight into the supportive service partner's experience serving the target tenant population, and the outcomes for their tenants. Metrics could include the number of individuals served in a related program in a year, housing retention rates for individuals served in that program, connections to employment, etc.

We have over 40 years of experience serving as the foundational bedrock of healthy community and economic development, with projects aimed at improving the housing and business climate of our neighborhoods. In 2019 alone, our adult workforce program (STEP) provided 2,024 hours of one-on-one support to current and former program participants. Of the 67 individuals in the program, 56 attained full-time positions and 37 of those participants increased their wages by more than 50 percent.

In addition to workforce development, we provided housing for 272 of residents and had a retention rate of 89 percent. 65 percent of households fell at or below 50 percent of the Dane County median income and 60 percent of households were families of three or more.

8. How the supportive services partner and the respondent will work together to ensure the best outcomes for tenants, such as housing retention

All of our supportive services staff work hand-in-hand with our housing staff to support our residents.

In order to continue and improve upon our impact, we are expanding efforts to make our catchment area a healthier and more economically vibrant community for everyone. This includes new partnerships with community leaders that will inform our work and policy advocacy moving forward.

Resident retention is one of the performance metrics that we use to assess all of our housing programs. We see housing and resident stability as being paramount and leverage all of our support services to reduce unnecessary and premature termination of housing tenure.

We will work together to provide residents with job search support and job stability, access to rental assistance funds, provide support in navigating state benefits (food share, insurance etc.).

Our partners also link us to their folks that might be homeless and or have high barriers that might otherwise hinder their ability to access housing.



1501 WILLIAMSON STREET | MADISON WI 53703
608.256.3527 | WWW.CWD.ORG

IN REPLY REFER TO
justice@cwd.org
07/22/2020

From: Executive Director, Common Wealth Development
To: Dane County Affordable Housing Fund Review Committee

Subj: COMMITMENT OF SUPPORTIVE SERVICES & HOLISTIC MANAGEMENT PRACTICES AT 5802 RAYMOND ROAD DEVELOPMENT SITE

Dear Affordable Housing Fund Application Review Committee:

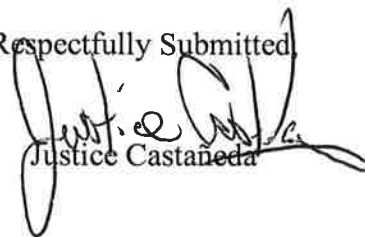
For 41 years Common Wealth Development has self-managed all of our rental units. Over this time we have developed a holistic management and resident (tenant) support system that has been essential in supporting housing stability amongst the residents residing in our rental housing units. Over time, we have been able to expand our services to include comprehensive employment supports for adults and youth, and most recently have established a coordination of care model that provides holistic support services and connections to other service providers to residents seeking out additional services and/or residents who are facing economic insecurity.

On behalf of Common Wealth Development, I am absolutely committed to leveraging all of Common Wealth’s supportive services and other resources to support the residents of the affordable housing development at 5802 Raymond Road. This will include, but is not limited to:

- Our adult employment support services
- Our youth employment support services
- Our financial literacy training for youth and adolescents
- Our progressive housing management services
- Leveraging all our partner networks to provide wrap-around supportive services to any interested resident

Thank you for taking the time to review our application. If there is any questions about this application or about our commitment to providing supportive services for the residents in our housing units, please do not hesitate to contact me at justice@cwd.org, or by phone at 608.256.3527 x 12.

Respectfully Submitted


Justice Castañeda



HEALTHY HOUSING - EQUITABLE ECONOMIC DEVELOPMENT - SUSTAINABLE LAND USE

SECTION – 5 – REQUIRED FORM – ATTACHMENT B

REFERENCE DATA SHEET

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) used for three (3) or more installations/services with requirements similar to those included in this solicitation document

NAME OF FIRM:	The Road Home Dane County		
STREET ADDRESS:	890 W Wingra Dr.		
CITY, STATE, ZIP	Madison, WI 53715		
CONTACT PERSON:	Kristin Rucinski	EMAIL:	
PHONE #:	608-294-7998 ex. 302	FAX #:	
Product(s) and/or Service(s) Used:	Housing Support Services		
NAME OF FIRM:	Briarpatch Youth Services		
STREET ADDRESS:	2720 Rimrock Road		
CITY, STATE, ZIP	Madison, WI 53713		
CONTACT PERSON:	Casey S. Behrend	EMAIL:	
PHONE #:	608-819-3755	FAX #:	
Product(s) and/or Service(s) Used:	Supportive Services		
NAME OF FIRM:	Tenant Resource Center		
STREET ADDRESS:	1202 Williamson Street		
CITY, STATE, ZIP	Madison, WI 53703		
CONTACT PERSON:	Robin Sereno	EMAIL:	
PHONE #:	608.444.7761	FAX #:	
Product(s) and/or Service(s) Used:	Housing Support Services		