



# Dane County

## Minutes - Final Unless Amended by Committee

### Community Development Block Grant Commission - Application Review Team

*Consider:*

*Who benefits? Who is burdened?*

*Who does not have a voice at the table?*

*How can policymakers mitigate unintended consequences?*

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Saturday, July 21, 2018

9:00 AM McFarland Municipal Center- Community Room, 5915  
Milwaukee Street  
McFarland, WI 53558

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**McFarland Municipal Center- Community Room, 5915 Milwaukee Street  
McFarland, WI 53558**

#### A. Call To Order

*The meeting was called to order at 9:00am.*

*Staff and others present: Joanna Cervantes and Lisa Wilkins (Sunshine Place); Jim Krueger (North/Eastside Senior Coalition); Sharon Mason-Boersma and Richard Hoffman (Affordable Transportation Program); Paul Sukenik and Kayla Leibfried (Habitat for Humanity); Arlene Bollig, An Nguyen, and Andrea Hughes (WWBIC); Greg Markle (Operation Fresh Start); Wyolanda Singleton and Erik Longreen (Project Home); Peter Ouchakof (staff).*

**Present** 3 - GODWIN AMEGASHIE, RON JOHNSON, and NEIL STECHSCHULTE

#### B. Public Comment on Items not on the Agenda

*None.*

#### C. Consideration of Minutes

*Amegashie clarified that Ripp and Oberle should be removed from the attendance rather than being listed as "excused".*

*Stechschulte suggested listing the Day 1 interview schedule under Presentations, noting those who did not show up for their scheduled interview time.*

*Motion by Amegashie, seconded by Stechschulte, to approve the minutes of the July 14, 2018 CDBG Commission Application Review Team meeting with the changes above.  
Motion carried unanimously by a voice vote.*

[2018  
MIN-156](#)

REVISED MINUTES OF THE JULY 14TH, 2018 CDBG COMMISSION  
APPLICATION REVIEW TEAM MEETING.

**Attachments:** [7.14.18 Minutes \(Revised\)](#)

## D. Presentations

*Applicants that submitted proposals for 2019 CDBG/HOME funding were invited to present to a 3-member Review Team subcommittee of the CDBG Commission. Applicants were given 10 minutes to present their proposal and respond to the following interview questions:*

- 1. Is this funding request for a new or an existing program?*
- 2. Describe how CDBG/HOME funds are needed to ensure the viability of this project.*
- 3. Describe how funds are being used to address areas of greatest need and how that determination was made.*
- 4. Will this project involve the displacement of families, households, partnerships, businesses, etc. from their homes or businesses? If yes, describe the notices and assistance your organization expects to provide and the amount of funds allocated to do so.*
- 5. Can all funds awarded in 2019 be reasonably expected to be expended? If this is a multi-year project, what amount of funds will be spent in each year?*
- 6. Describe the risks to undertaking this project and your plans to address them.*
- 7. If the funding request is for an existing program, at what point will the program become self-supporting? If never, what are other sources of funding? What additional money can be leveraged?*
- 8. Provide a 5-year history of your relationship with the CDBG/HOME programs. Provide information on the specific results compared to the expected program outcomes stated in your most recent contract(s). Please provide any additional information that will allow us to fairly evaluate your past performance.*
- 9. Provide a list of all activities to raise other funds (with results).*
- 10. If your organization currently has a contract for CDBG or HOME funding with the County and you have unexpended dollars from previous years, please bring along a written statement regarding why your organization should be given additional dollars.*

*Following the applicant presentation, 5 minutes were allotted for questions from the three-member Application Review Team.*

*Day 2 interviews:*

*North/Eastside Senior Coalition  
Stoughton United Methodist Church  
Sunshine Place  
Habitat for Humanity of Dane County  
Operation Fresh Start  
WWBIC  
Project Home, Inc.  
Project Home, Inc.*

## Possible Closed Session

*Chair Johnson recited the Wisconsin Statutes pertaining to a possible closed session for the purposes of considering personal financial information contained within the applications being discussed.*

*Motion by Amegashie, seconded by Stechschulte, to enter into closed session. Motion carried by a voice vote.*

**RETURN TO OPEN SESSION.**

*Motion by Stechschulte, seconded by Amegashie, to return to open session. Motion carried by a voice vote.*

**E. Action Items**

*Motion by Stechschulte, seconded by Amegashie, to recommend for funding the application proposals as presented. Motion carried by a voice vote.*

[2018](#)  
[ACT-123](#)

**APPLICATION REVIEW TEAM 2019 FUNDING RECOMMENDATIONS.**

**Attachments:** [ART 2019 Funding Recommendations](#)

**F. Adjourn**

*Motion by Stechschulte, seconded by Amegashie, to adjourn. Motion carried unanimously by a voice vote, and the meeting adjourned at 2:10 p.m.*