

CT8006SG 2013-304

GENERAL AGREEMENT

FULLY EXECUTED
CONTRACTS FOR
DISTRIBUTION
CD / DAS / ACCTG

PART I

THIS AGREEMENT is made and entered into this 30 day of October, 2013, by and between the CITY OF CLEVELAND, 601 LAKESIDE AVENUE, CLEVELAND, OHIO, acting through its DIRECTOR of the DEPARTMENT OF COMMUNITY DEVELOPMENT, DARYL P. RUSH, (the "City"), and the DETROIT SHOREWAY COMMUNITY DEVELOPMENT ORGANIZATION, (the "Contractor"), under the authority of Ordinance No. 735-13, passed July 10, 2013, and Ordinance No. 606-13, passed May 13, 2013.

BACKGROUND:

- A. The City has entered into various Contracts with the United States of America providing for financial assistance to City under Title I of the Housing and Community Development Act of 1974; and
- B. The City is undertaking by and through its Department of Community Development, certain activities necessary for the execution of a Community Development Program; and
- C. The activities to be performed include a CDC Operating Support Grant program; and
- D. The City desires to engage the Contractor to render certain services and assistance in connection with the Operating Support Grant program.

The City and the Contractor agree as follows:

ITEM I - SCOPE OF SERVICES:

- 1. Strategic Initiative Area 1 - Edgewater Hill/Battery Park/GSAD
- 2. Strategic Initiative Area 2 - Eco-Village/ West 58th Model Block
- 3. Strategic Initiative Area 3 - MetroHealth Strategic Investment
- 4. Non-Strategic Initiative Area -

Section 1. ACTIVITIES, TIMETABLE AND BUDGET

attached

Contractor must comply with the Scope of Services'as Exhibit A. Refer to Schedule "A" for details. The Scope of Services describes the activities to be performed by the Contractor and the timetable for those activities. Contractor must perform the required activities according to the stated timetable. Contractor may not be compensated for activities performed after the stated final date for each program objective. If there is no timetable in the Scope of Services then Contractor must perform in accordance with ITEM II – TIME OF PERFORMANCE of this Agreement.

ITEM II - TIME OF PERFORMANCE:

- (A) The services of the Contractor are to begin July 1, 2013 and will be undertaken and completed in an order that ensures timely completion and all of the services required will be completed by June 30, 2014.
- (B) Amendment to the time of performance will be subject to the provisions of Part II, Section 23, Paragraph C, of this Contract.

ITEM III - COMPENSATION AND METHOD OF PAYMENT:

- (A) In no event will the total amount to be paid under this contract exceed \$870,000.00, for all of the services required. The Contract may not exceed any budget line item of the latest approved budget before receiving, in writing, a budget revision from the City authorizing the excess. In no case will any approved budget line item excess cause the total agreed compensation and reimbursement to be exceeded.
- (B) The total compensation referred to in ITEM III, Paragraph (A) will be paid on a

month-to-month basis reimbursing the Contractor for actual expenditures involved in performing the necessary work as set forth in the Scope of Services and the attached Budget. The Contractor will submit an invoice itemizing both actual time expended and costs incurred in performance of the Scope of Services and in accordance with the Scope of Services and the Budget. It is estimated that payment will be issued to Contractor no earlier than 30 working days of receipt by the Department of a complete and accurate payment request and performance report.

- (C) The grant funds may be reduced if the City determines it is necessary based on results of budgetary analysis.
- (D) This Agreement shall remain in full force and effect until July 31, 2014. The City shall not honor a request for disbursement of Grant funds submitted after that time.

ITEM IV - EQUAL EMPLOYMENT OPPORTUNITY:

This Contract is subject to the Equal Employment Opportunity Ordinance, Section 187, inclusive, of the Codified Ordinances of the City of Cleveland, which ordinances and regulations are made a part of this Contract.

ITEM V - CONDITIONS & ATTACHMENTS:

Part II, "Terms and Conditions", Part III, "Accounting and Financial Management Procedures" (contains 25 pages), Part IV, "General Quality Standards and Assurances", Schedule "A" Scope of Services, and Attachment I - "Budgetary Details" are attached to and made a part of this Contract.

WITNESSES:

Sharon D. Steinfeldt

CITY OF CLEVELAND

BY: [Signature]
DARYL P. RUSH, DIRECTOR
Department of Community Development

[Signature]

Witnesses as to the Department of Community Development

10/30/13
Date

DETROIT SHOREWAY COMMUNITY DEVELOPMENT ORGANIZATION

[Signature]

BY: [Signature]
JOSEPH TEGRENE Donna Gonyon
Chairman of the Board of Trustees

Taxpayer I.D. Number: 23-7376130

Witnesses as to the DETROIT SHOREWAY COMMUNITY DEVELOPMENT ORG

Date: 10-30-13

The sum of \$ 870000.00 The legal form and correctness of this instrument is approved

Received by this Treasurer on 11/13/13 and is at this date in the City Treasury or in process of collection for the credit of 19039706 and not appropriated to any other purpose. By: [Signature] Assistant Director of Law

BARBARA LANGHENRY
Director of Law

Director of Finance

[Signature]
Commissioner of Accounts

Entered by: [Signature]
Appropriation Clerk

11/21/13
Date

EXHIBIT A

SCOPE OF SERVICES

DETROIT SHOREWAY COMMUNITY DEVELOPMENT ORGANIZATION

(14039706)

I. PROGRAM FUNDING AND IDENTIFICATION

The City of Cleveland will allocate from its Year 39 Community Development Corporation (CDC) Operating Support Grant Program funds to implement the activities that stabilize, promote, and provide opportunities for economic growth in Cleveland neighborhoods.

In addition, the City of Cleveland will set aside from its Year 39 Neighborhood Development Activity (NDA) funds to supplement the activities being conducted under the CDC Operating Support Grant Program.

Year 39 funding allocated:		
• Department of Community Development:		\$ 85,000
• Neighborhood Development Activity (NDA) – Ward 14		\$ 385,000
• Neighborhood Development Activity (NDA) – Ward 15		\$ 365,000
• Neighborhood Development Activity (NDA) – Ward 16	\$	15,000
• Neighborhood Development Activity (NDA) – Ward 17	\$	<u>20,000</u>
• TOTAL		\$ 870,000

II. AGENCY IDENTIFICATION

Administering and implementing these programs is the **Detroit Shoreway Community Development Organization**, a non-profit community development corporation referred to as the “CDC” or “Agency” located at 6516 Detroit Ave., Cleveland, Ohio 44102. Its telephone number is (216) 961-4242, (216) 961-8830 fax, e-mail information is jramsey@dscdo.org, and its hours of operation are 9:00a.m. to 5:00 p.m., Monday through Friday.

III. PROGRAM DESCRIPTIONS REFERENCE MANUAL

The Department of Community Development has issued Agency a copy of the CDBG Program Descriptions Reference Manual (manual). By signing the Agreement, Agency has acknowledged receipt of the manual. The manual describes each eligible block grant activity and the programs and goals of each activity. Agency is only authorized to perform the activities listed in this Scope of Services. Agency must comply with the manual requirements for each activity authorized in this Scope of Services.

IV. PROGRAM DESCRIPTION AND OBJECTIVES – STRATEGIC INITIATIVE AREAS

The Agency has developed a comprehensive Neighborhood Development Plan with timeline, and has submitted a copy or excerpts of it to support and illustrate its assertion that the following programs are appropriate and necessary to arrest deterioration and achieve its community development objective.

The Agency has identified Strategic Initiative (SI) areas in this Scope of Services where it will focus community development programs and activities with the goal of making a concentrated, measurable, physical and economic impact within a 3-5 year time period. The SI activities are based on needs noted in the **Agency’s Strategic Plan**. Outside of the SI areas, the Agency will also provide community development programming described in this Scope of Services to the wider service area in order to achieve overall community development objectives.

Each activity conducted by the Agency must comply with Community Development Block Grant National Objectives. The National Objectives referred to throughout this Scope of Services are:

LMA	For this Agreement, this is a Low/Moderate Income Area Basis activity, the benefits of which are available to all residents in Census Tract(s): 1012, 1018, 1019, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1034, 1035, 1038, 1039, 1046, 1049, 1051, 1052, 1053, 1054, and 1055 where 74.28% of all residents are low or moderate income persons.
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LMH	For this Agreement, this is a Low/Moderate Income Housing activity, which provides or improves permanent residential structures without displacement. Upon completion of this activity, affected units will be occupied by low or moderate income persons or households. In the case of structures with two units, at least one will be occupied by a low/moderate income person/household. In the case of structures containing more than 2 dwelling units, at least 51% of all units will be so occupied.
SBA	For this Agreement, this is a Slum/Blight Area activity, the benefits of which are available to all residents in census tract(s): 1034 where 39.93% of residential structures are substandard by local definition.

The CDC's Service Area Census Tracts (including all SI Areas and the Non-SI Area) are:

1012, 1018, 1019, 1025, 1026, 1027, 1028, 1029, 1031, 1034, 1035, 1038, 1039, 1046, 1049, 1051, 1052, 1053, 1054, 1055

STRATEGIC INITIATIVE (SI) AREA #1

Description of Current Conditions/Edgewater Hill Model Block/Battery Park/Gordon Square Strategic Initiative Area:

A large portion of the Detroit Shoreway Service area is located within this Strategic Initiative Area. The neighborhoods north of Franklin boulevard have undergone significant transformation due to elevated levels of private investment, targeted code enforcement and demolition. Strategic improvements are underway within the Gordon Square Arts District and Battery Park. The SI # 1 has only recently undergone revitalization and therefore requires continued attention and focus.

In 1970, census tracts 1012, 1019 and 1034 had the highest number of people who walked to work in the State of Ohio. The closure of the Eveready Battery plant, Westinghouse and other manufacturing firms caused waves of disinvestment in the Detroit Shoreway neighborhood. By 1990, the neighborhood had a 40% poverty rate and the median sales price for a single family home was only \$16,000. DSCDO and other non-profit partners built or rehabbed 500 housing units in an effort to stabilize the housing market. In 2004, Vintage Development acquired the former Eveready Battery plant site and worked with DSCDO and the City to plan Battery Park, a new 250-unit market rate housing development. Since opening in 2006, Battery Park has sold over 100 units to date. Even in the midst of the current distressed housing market Vintage was able to begin 24 units in 2012 (Skyline Townhomes) and is breaking ground on construction of Parkside Townhomes in 2013.

To ensure the success of the Battery Park project and to use this anchor project as a catalyst for reinvestment, DSCDO was selected to participate in the NPI Model Blocks program. The area surrounding Battery Park, from W 73rd to W 76th St. north of Detroit Avenue, was branded "Edgewater Hill". From 2005-2010, 88% of all houses in the Edgewater Hill Model Block experienced improvement to their property through targeted code enforcement and model block funding. All of the 9 "D" condition properties were rehabbed or demolished and "C" condition houses declined from 88 homes in 2005 to less than 5 homes currently. Additionally, DSCDO and CHN through Opportunity Housing (OpHo) acquired, rehabbed and sold 6 homes at or above the asking price and prior to the completion of construction. This area now boasts a 70% owner occupancy rate. Success is due in part to a very active block club engaged in safety and community building initiatives and marketing initiatives. Projects included installing "Edgewater Hill Street banners, the Bluebirds of Edgewater Hill public art project with the Cleveland Public Art, and Discover Detroit Shoreway, a joint marketing initiative of several developers. Opportunity Housing program has developed and sold 14 homes within the SI # 1 area. CHN and DSCDO have partnered to develop an additional 5 affordable lease purchase houses through the Cleveland Green Homes III program (4-New construction and 1-rehabilitation) 3 of these homes are located in the SI # 1.

Gordon Square Arts District is a national model for how the arts can be a catalyst for economic development. Recent projects include the completion of the \$3.5 million Detroit Avenue Streetscape and the completion of the \$7.5 million Capitol Theatre restoration.

It is also anticipated that the \$7.0 million construction of the new Near West Theatre will begin in 2013 at the intersection of W. 67th Street and Detroit Avenue. Since 2006, 75 new businesses have opened in the district and the vacancy rate among Detroit Avenue storefronts is below 5%.

Other assets of the SI #1 area include the northern portion of the neighborhood with recent development of townhomes/condominiums such as Lakepointe, Belvedere, King's Terrace and Villas at Waters Edge. Plans are being developed to build single family, private in-fill new construction on W. 69th Street and W. 73rd Street. West Clinton/Franklin Boulevard and Gordon Square historic districts are located within SI #1 and are included on the National Register. These designations have assisted in ensuring the maintenance of the architectural integrity of the buildings within the district and have assisted in place making and branding for the neighborhood. SI #1 has the majority of once burgeoning manufacturing facilities which are underutilized or vacant. Reuse of these areas for residential reuse are prime targets because of the proximity to Lake Erie and views offered of downtown and Lake Erie. Two Projects are in predevelopment and plan to begin construction in 2013/2014. Templin-Bradley Co Lofts (located at 5700 Detroit Avenue, will be converted into 30 units of mixed-income rental housing, and the 42-unit Shoreway Lofts located at 1200 W. 76th Street will be a pure market-rate rental project.

The area is still in need of further code enforcement efforts on both residential and commercial properties. Current investments within Gordon Square Arts District and Battery Park will be used to leverage further residential development and housing condition improvements of owner-occupied housing.

- Edgewater Hill Model Block/Battery Park/Gordon Square Service Area Census Tract(s) in SI #1: 1012, 1019, 1034
Geographic boundary locations: Memorial Shoreway to Detroit Ave., W. 65th to W. 76th / Detroit Ave. to Franklin Blvd., W.74th to W. 65th
Detroit Ave. to Franklin Blvd., W.65th to W. 58th

- Outcomes for Edgewater Hill Model Block/Battery Park/Gordon Square (SI Area #1)
See chart attached to this Scope of Services as "Exhibit #1 - Year 39 Total Proposed CDC Activities

- Strategic Initiative Area #1
Service Area Census Tract(s) in SI #1: 1012, 1019, 1034

Strategic Initiative Area #1 includes: (mark "X" all that apply)

X__NSP 2 Target Area; X__ National Register; X__ City Landmarks or Downtown Protective District; X__ Storefront Renovation Program Target Area; X__ Business Improvement District (BID) in place or petitioned; __ Business Revitalization District (BRD); X__ NPI funded Model Block; X__ Target Area for OHFA for Opportunity Housing.

SI Area #1 – Accomplishment Measures

1. RESIDENTIAL PROGRAMS

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. MULTI-FAMILY HOUSING REHABILITATION***

Project Name #1: Templin-Bradley Co. Lofts & Shoreway Lofts

Project Description: Rehabilitation of 2 vacant warehouses into 42 and 30 units respectively of mixed- income housing

Status of Project as of 7-1-13: Site control secured and construction underway.

of Units to be Rehabilitated by June 30, 2014: 72

National Objective: LMH

Census tracts: 1012 & 1019

(*** = Demographic Data required as part of Monthly Report)

B. SINGLE FAMILY SUBSTANTIAL REHABILITATION***

Program Name: Single Family Home Rehab

Program Description: To improve permanent residential structures without displacement

of Units to be Rehabilitated by June 30, 2014: 3

National Objective: LMH

Census tracts: 1012, 1019, 1034

(*** = Demographic Data required as part of Monthly Report)

C. SINGLE FAMILY REDEVELOPMENT OF VACANT SUBSTANDARD HOUSING ***

**(Vacant & Abandoned Partnership Acquire, Rehab & Sell Program)
(CDC / Development Partner Program – Rental / Lease Purchase)**

Program Name: Redevelopment of vacant structures

Program Description: To redevelop vacant structures into occupied housing

of Units to be Rehabilitated by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012, 1019, 1034

(*** = Demographic Data required as part of Monthly Report)

D. SINGLE FAMILY EXTERIOR RESIDENTIAL REHABILITATION***

Program Name: Exterior residential rehabilitation

Program Description: To improve the exterior of existing homes

of Units to be Rehabilitated by June 30, 2014: 4

National Objective: LMH

Census tracts: 1012, 1019, 1034

(*** = Demographic Data required as part of Monthly Report)

E. MODEL BLOCK: ACQUIRE/REHABILITATE/SALE OF VACANT HOUSING

Model Block Program Area Description (geographic boundaries): From Shoreway to Detroit Ave Between West 65th to West 76th

of Units to be Rehabilitated by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012, 1019, 1034

G. HOUSING REHABILITATION REFERRAL

of individuals referred to rehabilitation programs by June 30, 2014: 15

of individuals that completed home repairs by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012, 1019, 1034

H. HOME WEATHERIZATION ASSISTANCE

of Units to be Completed by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012, 1019, 1034

I. RESIDENTIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 20 residential structures by June 30, 2014

- o Refer approximately 5 residential structures to the Department of Building and Housing.
- o Refer approximately 15 homeowners to the various housing rehabilitation programs.
- o Document repairs and improvements to 2 residential structures that was surveyed and referred.
- o Track approximately 5 residential structures through the voluntary rehabilitation process.
- o Track 2 vacant residential properties.
- o Return 1 vacant property to productive use.
- o Track 2 foreclosed residential properties.
- o Return 1 foreclosed property to productive use.

National Objective: LMA

Census tracts: 1012, 1019, 1034

2. NEW CONSTRUCTION

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. HOUSING CONSTRUCTION***

Project Name #1: Residential New Construction

Project Description: Construction of single family housing

Status of Project as of 7-1-13: Construction started

Capital Funding Sources: Private capital

of Units to be Completed by June 30, 2014: 11

National Objective: LMH

Census tracts: (1012 small portion of), 1019, 1034

(*** = Demographic Data required as part of Monthly Report)

3. COMMERCIAL PROGRAMS

HUD Objective:

- Creating Economic Opportunities (relating to economic development, commercial revitalization, or job creation).

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. COMMERCIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 2 commercial structures by June 30, 2014

- o Refer approximately 1 commercial structure to the Department of Building and Housing.
- o Refer approximately 1 owner to the various housing rehabilitation programs.
- o Document repairs and improvements to 1 commercial structure that was surveyed and referred.
- o Track 1 vacant commercial property.
- o Return 1 vacant commercial to productive use.

National Objective: LMA

Census tracts: 1012, 1019, 1034

B. STOREFRONT RENOVATION PROGRAM

of Projects to be Completed by June 30, 2014: 2

National Objective: LMA

Census tracts: (1012 small portion of), 1019, 1034

Storefront Program Target Area

Detroit Avenue: West 45th to West 85th Street

Detroit Avenue: wrap-around on Lake Ave. from W. 75th to 80th St. West 65th Street: Herman Ave. to Lorain Ave.

C. DIRECT CDC ASSISTANCE TO BUSINESSES RESULTING IN: BUSINESS CREATION/EXPANSION/RELOCATION/RETENTION (POSITIVE OUTCOMES)

of Businesses Assisted Resulting in Positive Outcomes by June 30, 2014: 2

D. GENERAL TECHNICAL ASSISTANCE TO BUSINESSES (NOT RELATED TO CREATION, EXPANSION, RELOCATION OR RETENTION)

of Businesses Provided with General Technical Assistance by June 30, 2014: 40

National Objective: LMA

Census tracts: (1012 small portion of), 1019, 1034

Graffiti Removal – Agency in conjunction with agency maintenance department, court community workers and independent contractors, will coordinate the systematic cleaning/removal of graffiti from commercial and public structures. # of commercial/public structures cleaned of graffiti by June 30, 2014: 10

E. DEVELOPMENT/REDEVELOPMENT OF COMMERCIAL REAL ESTATE (IN EXCESS OF \$500,000)

of Projects to be Completed by June 30, 2014: 1

National Objective: LMA

Census tracts: (1012 small portion of), 1019, 1034

#1 Project Name: Near West Theatre

Projected “use” of completed project: Community Theatre

Current Status of Project as of July 1, 2013: Project has not started to date

How “use” is consistent with Neighborhood Strategic Plan (reference section if available): Sustainable renovation of rec-center

<p>CDC owns or will own real estate (in whole or part), or it is tied to adjacent CDC owned property that will directly benefit.</p> <p>X YES NO</p>	<p>If not CDC owned mark “X” next to Direct Involvement category (2 or more must be selected)</p> <p>____ Will add funding or “non-monetary value” to project tasks including site assembly, environmental, liaison capacity with surrounding neighborhood, federal and/or state tax credit assistance, specific City liaison assistance;</p> <p>____ Will administer most or all of public funds for project;</p> <p>____ Has such an integral role in project, that without CDC assistance project cannot move forward.</p>	<p>• CDC’s Development Starting Point Status as of 7-1-13</p> <p>• Accomplishment Measure CDC Goal by End of Contract Term 6-30-14</p> <p>• <u>At start of contract term the Real Estate Milestone(s) already achieved was:</u> ____ In negotiations to acquire Land <input checked="" type="checkbox"/> Purchase Completed/Site Control; ____ Financing Secured; ____ Construction Underway;</p> <p><u>Accomplishment Measure</u></p> <p>• <u>Milestone Goal at End of Contract is:</u> ____ Purchase Completed; <input checked="" type="checkbox"/> Financing Secured; <input checked="" type="checkbox"/> Construction Underway; ____ Construction/Renovation Completed</p>
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F. COMMERCIAL RETAIL MARKETING “OUTCOME” STRATEGIES/RETAIL BASELINE SURVEY

- CDC will conduct a minimum of 30 Outcome-related retail marketing events and/or will produce specific marketing communication vehicles.
- The Outcome related activities to be produced by June 30, 2014 are:
 - Pop-Up Shops
 - After Thanksgiving Event
 - Parade the Circle/ Party in the Square
 - Implementation of Business Improvement District (BID)
- Submit completed baseline inventory to City electronically on June 30, 2014

Survey Geographic Boundaries:

Fr Caruso to Detroit between W. 65th and W. 70th / Detroit, West Clinton, Franklin Between W 58th and W 74th

Census tracts: (1012 small portion of), 1019, 1034

G. DESIGN REVIEW PROJECT COORINATION

Geographic boundaries for design review area(s) (BRD’s, Historic Landmarks areas or Downtown Protective District)

Geographical boundary locations:

- Gordon Square Historic District: Detroit Avenue from W. 45th Street to W. 85th Street
 - Franklin/West Clinton Historic District: Franklin Blvd. to W. 52nd Street to W. 85th Street; and Clinton: W. 58th Street to W. 74th Street
- # of potential building, business, or residential owners that may be assisted through the local and City design review processes described by June 30, 2014: 7

4. INTERIM ASSISTANCE

HUD Objective:

- Suitable Living Environment (designed to benefit communities, families or individuals by addressing issues in their living environment)

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. GREENING PROJECTS

Greening Project:

- Project Description: Temporary Greening of Vacant Lot
- # of greening projects to be completed by June 30, 2014: 1

National Objective: LMA

Census tracts: 1012, 1019, 1034

B. AREA CLEAN-UP CAMPAIGNS

- # of neighborhood clean-up campaigns completed by June 30, 2014: 2
- # of volunteer hours devoted to neighborhood clean-up activities: 40

National Objective: LMA

Census tracts: 1012, 1019, 1034

5. PUBLIC INFORMATION

Agency will provide the community (via residents and citizen organizations) with information and other resources to participate in planning, implementation, or assessment of activities. The dissemination of information shall consist of, but not limited to, Newsletters; Email Blasts; Website; Neighborhood Branding Efforts; Neighborhood Block Club Meetings; Foreclosure Prevention & Financial Literacy Classes; Fair Housing Assistance & Services; Consumer Affairs Issues.

of the above categories completed by June 30, 2014: SEE Exhibit #1 Accomplishment Unit Measure Chart at end of Scope of Services for breakdown

STRATEGIC INITIATIVE (SI) AREA #2

Current Conditions/Eco Village/ West 58th St. Green Model Block:

The Eco Village SI area is densely populated residential streets connecting Franklin Boulevard on the northern boundary and Lorain Avenue on the southern boundary of the SI # 2. Lorain Avenue is an expansive commercial district, and is a nationally registered historic district providing services and employment opportunities for residents of the neighborhood. The western boundary of Eco Village is W. 65th Street, the main thoroughfare through the neighborhood. The eastern boundary is W. 52nd Street.

Eco Village continues to be viewed as a national model for sustainable development and urban living. The West 61st Street RTA Rapid Transit Station, in addition to providing affordable and accessible public transportation to the residents of Detroit Shoreway was constructed to incorporate passive solar design, recycled materials, radiant heat and low VOC finishes. This station stands as a model from which all new RTA Stations in the City of Cleveland emulate. Substantial improvements have been completed in the Eco Village including the Eco Village Townhouses, the Bridge Square Development, Courtland Court, and 1 of 5 Green Cottages. Vacant land adjacent to the W. 61st Street Rapid Transit Station is currently controlled by DSCDO to construct a mixed use building called Aspen Place to provide 37-unit affordable housing units, 4000 square feet of retail space and serve as a national example of transit oriented and sustainable design.

Progress is threatened by the foreclosure and vacant and abandoned housing crisis. Many homes have been demolished and market values have plummeted. The Lorain Avenue commercial district has still not recovered from the construction of Interstate 90. Most commercial buildings are in substandard condition and vacant.

Dramatic improvements have been completed on Franklin Blvd. and along Bridge Avenue, the spine of the area. There are 4 elementary schools in the area as well as St. Coleman's and St. Stephens Church. Zone Recreation Center is one of the largest greenspaces on the Westside and has completed a \$4.0 million redevelopment project that includes new ball fields, basketball courts, picnic pavilions, walking trails, and facilities improvements. Demolition of substandard housing has created opportunities for the Eco Village Garden, located on Ithaca Court and W. 57th Street to expand its footprint and allow for a greater yield of fruits and vegetables to be sold at local market gardens.

- Strategic Initiative Area #2
Service Area Census Tract(s) in SI #2: 1034

Geographic boundary locations: Franklin to Lorain Avenue between W 52nd Street and West 65th Street

- Outcomes for SI Area #2

See chart attached to this Scope of Services as "Exhibit #1 - Year 39 Accomplishment Unit Measures Chart" for this SI Area #2

Strategic Initiative Area #2 includes: (mark "X" all that apply)

X NSP 2 Target Area; X National Register; X City Landmarks or Downtown Protective District; X Storefront Renovation Program Target Area; Business Improvement District (BID) in place or petitioned; Business Revitalization District (BRD); X NPI funded Model Block; X Target Area for OHFA for Opportunity Housing.

SI Area #2 – Accomplishment Measures

1. RESIDENTIAL PROGRAMS

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. DSS SINGLE FAMILY SUBSTANTIAL REHABILITATION

(Vacant & Abandoned Partnership Acquire, Rehab & Sell Program)

(CDC / Development Partner Program – Rental / Lease Purchase)

Program Name: Vacant housing redevelopment

Program Description: Redevelop vacant structures into occupied housing

of Units to be Rehabilitated by June 30, 2014: 3

National Objective: LMH

Census tracts: 1034

(*** = Demographic Data required as part of Monthly Report)

B. SINGLE FAMILY REDEVELOPMENT OF VACANT SUBSTANDARD HOUSING ***

(Vacant & Abandoned Partnership Acquire, Rehab & Sell Program)

(CDC / Development Partner Program – Rental / Lease Purchase)

Program Name: Redevelopment of vacant structures

Program Description: To redevelop vacant structures into occupied housing

of Units to be Rehabilitated by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012

(*** = Demographic Data required as part of Monthly Report)

C. SINGLE FAMILY EXTERIOR RESIDENTIAL REHABILITATION***

Program Name: Exterior Rehab

Program Description: To improve the exteriors of occupied homes

of Units to be Rehabilitated by June 30, 2014: 4

National Objective: LMH

Census tracts: 1034

(*** = Demographic Data required as part of Monthly Report)

D. MODEL BLOCK: ACQUIRE/REHABILITATE/SALE OF VACANT HOUSING

Model Block Program Area Description (geographic boundaries): From Shoreway to Detroit Ave Between West 73rd to West 76th

of Units to be Rehabilitated by June 30, 2014: 2

National Objective: LMH

Census tracts: 1012, 1019, 1034

HOUSING REHABILITATION REFERRAL

of individuals referred to rehabilitation programs by June 30, 2014: 20

of individuals that completed home repairs by June 30, 2014: 2

National Objective: LMH

Census tracts: 1034

G. HOME WEATHERIZATION ASSISTANCE

of Units to be Completed by June 30, 2014: 1

National Objective: LMH

Census tracts: 1034

H. RESIDENTIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 50 residential structures by June 30, 2014

- o Refer approximately 15 residential structures to the Department of Building and Housing.
- o Refer approximately 20 homeowners to the various housing rehabilitation programs.
- o Document repairs and improvements to 5 residential structure that was surveyed and referred.
- o Track approximately 10 residential structures through the voluntary rehabilitation process.
- o Track 10 vacant residential properties.
- o Return 2 vacant properties to productive use.
- o Track 10 foreclosed residential properties.
- o Return 2 foreclosed properties to productive use.

National Objective: LMH

Census tracts: 1034

2. NEW CONSTRUCTION

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. HOUSING CONSTRUCTION***

Project Name #1: Residential New Construction

Project Description: Construction of single family housing & Waverly Station

Status of Project as of 7-1-13: Construction Started

Capital Funding Sources: Private financing

of Units to be Completed by June 30, 2014: **8**

National Objective: LMH

Census tracts: 1034

(*** = Demographic Data required as part of Monthly Report)

3. COMMERCIAL PROGRAMS

HUD Objective:

- Creating Economic Opportunities (relating to economic development, commercial revitalization, or job creation).

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. DIRECT CDC ASSISTANCE TO BUSINESSES RESULTING IN: BUSINESS CREATION/EXPANSION/RELOCATION/RETENTION (POSITIVE OUTCOMES)

of Businesses Assisted Resulting in Positive Outcomes by June 30, 2014: **1**

B. GENERAL TECHNICAL ASSISTANCE TO BUSINESSES (NOT RELATED TO CREATION, EXPANSION, RELOCATION OR RETENTION)

of Businesses Provided with General Technical Assistance by June 30, 2014: **20**

National Objective: LMA

Census tracts: (1012 small portion of), 1034

Graffiti Removal – Agency in conjunction with agency maintenance department, court community workers and independent contractors, will coordinate the systematic cleaning/removal of graffiti from commercial and public structures.

of commercial/public structures cleaned of graffiti by June 30, 2014: **10**

C. DEVELOPMENT/REDEVELOPMENT OF COMMERCIAL REAL ESTATE (IN EXCESS OF \$500,000)

National Objective: LMA
 Census tracts: (1012 small portion of), 1019, 1034

<p>#1 Project Name: Michael Zone Recreation Center Projected "use" of completed project: Neighborhood Recreation Center Outdoor Greenspace Current Status of Project as of July 1, 2012: Not Started Yet How "use" is consistent with Neighborhood Strategic Plan (reference section if available): Arts District Plan calls for increased parking spaces due to new entertainment venues and restaurants.</p>		
<p>CDC owns or will own real estate (in whole or part), or it is tied to adjacent CDC owned property that will directly benefit.</p> <p>___ YES X___ NO</p>	<p>If not CDC owned mark "X" next to Direct Involvement category (2 or more must be selected)</p> <p>X___ Will add funding or "non-monetary value" to project tasks including site assembly, environmental, liaison capacity with surrounding neighborhood, federal and/or state tax credit assistance, specific City liaison assistance;</p> <p>___ Will administer most or all of public funds for project;</p> <p>X___ Has such an integral role in project, that without CDC assistance project cannot move forward.</p>	<p>CDC's Development Starting Point Status as of 7-1-13</p> <ul style="list-style-type: none"> • Accomplishment Measure CDC Goal by End of Contract Term 6-30-14 • At start of contract term the Real Estate Milestone(s) already achieved was: In negotiations to acquire Land ___ Purchase Completed/Site Control; ___ Financing Secured; X___ Construction Underway; <p>Accomplishment Measure</p> <ul style="list-style-type: none"> • Milestone Goal at End of Contract is: ___ Purchase Completed; ___ Financing Secured; ___ Construction Underway; X___ Construction/Renovation Completed

D. COMMERCIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 2 commercial structures by June 30, 2014

- o Refer approximately 1 commercial structures to the Department of Building and Housing.
- o Refer approximately 1 owners to the various housing rehabilitation programs.
- o Document repairs and improvements to 1 commercial structure that was surveyed and referred.
- o Track 1 vacant commercial property.
- o Return 1 vacant commercial to productive use.

National Objective: LMA

Census tracts: 1034

4. INTERIM ASSISTANCE

HUD Objective:

- Suitable Living Environment (designed to benefit communities, families or individuals by addressing issues in their living environment)

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. GREENING PROJECTS

Greening Project:

- o Project Description: Temporary Greening of Vacant Lot
- o # of greening projects to be completed by June 30, 2014: 1

National Objective: LMA

Census tracts: 1034

B. AREA CLEAN-UP CAMPAIGNS

- # of neighborhood clean-up campaigns completed by June 30, 2014: 2
- # of volunteer hours devoted to neighborhood clean-up activities: 40

National Objective: LMA

Census tracts: 1034

5. PUBLIC INFORMATION

Agency will provide the community (via residents and citizen organizations) with information and other resources to participate in planning, implementation, or assessment of activities. The dissemination of information shall consist of, but not limited to, Newsletters; Email Blasts; Website; Neighborhood Branding Efforts; Neighborhood Block Club Meetings; Foreclosure Prevention & Financial Literacy Classes; Fair Housing Assistance & Services; Consumer Affairs Issues.

of the above categories completed by June 30, 2014: SEE Exhibit #1 Accomplishment Unit Measure Chart at end of Scope of Services for breakdown

STRATEGIC INITIATIVE (SI) AREA #3

Current Conditions/SI Area Needs Description:

MetroHealth Hospital is the anchor institution for the Clark- Fulton-Denison Community on the near west side of Cleveland and has been in service for over 175 years. Metro- Health Hospital is the largest employer on the west side employing 3,600 + people at the main campus. It is anticipated that Metro-Health plans a massive main campus renovation in the coming years, investing over \$500 million in their site. The MetroHealth Strategic Investment Initiative area was designated as an NSP 2 target area (Area #2, Tremont and Clark-Fulton). This area, also known as the Jones Home Subdivision, has been nominated as a National Register Historic District. Transportation/highway access is excellent, the population is stable and diverse, and the housing stock is strong and unique, with a homeownership rate of 50. Community amenities include close proximity to downtown, the zoo, and comprehensive public transit, two community libraries, and access to community institutions such as Art House and the Boys and Girls Club.

The City of Cleveland awarded Model Block grant for Marvin Avenue. The majority of this area is in census tract 1049. Several new homes have been built on Marvin Avenue within the past 5 years. The block of West 25th St. between Woodbridge and Trowbridge Avenue is owned by one investor who is working with a noted Cleveland developer to build a mixed-use development with retail on the ground floor and housing on the upper floors. Eden recently completed construction of South Pointe which has attracted Maha's Falafel as a retail tenant. The area boasts terrific highway access with an interchange for Interstate 71 at the southern boundary.

- Strategic Initiative Area #3

Service Area Census Tract(s) in SI #3: 1049, 1054, 1055

Geographic boundary locations: From Trowbridge Ave to Interstate 71 between West 25th Street to Fulton Avenue.

- Outcomes for SI Area #3

See chart attached to this Scope of Services as "Exhibit #1 - Year 38 Accomplishment Unit Measures Chart" for this SI Area #1.

Strategic Initiative Area #3 includes: (mark "X" all that apply)

X NSP 2 Target Area; X National Register; City Landmarks or Downtown Protective District; X Storefront Renovation Program Target Area; Business Improvement District (BID) in place or petitioned; Business Revitalization District (BRD); NPI funded Model Block; Target Area for OHFA for Opportunity Housing.

SI Area #3 – Accomplishment Measures

1. RESIDENTIAL PROGRAMS

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. SINGLE FAMILY SUBSTANTIAL REHABILITATION***

Program Name: Single Family Home Rehab

Program Description: To improve permanent residential structures without displacement

of Units to be Rehabilitated by June 30, 2014: 1

National Objective: LMH

Census tracts: 1049, 1054, 1055

(*** = Demographic Data required as part of Monthly Report)

B. SINGLE FAMILY REDEVELOPMENT OF VACANT SUBSTANDARD HOUSING ***

(Vacant & Abandoned Partnership Acquire, Rehab & Sell Program)

(CDC/Development Partner Program – Rental / Lease Purchase)

Program Name: Redevelopment of vacant structures

Program Description: To redevelop vacant structures into occupied housing

of Units to be Rehabilitated by June 30, 2014: 1

National Objective: LMH

Census tracts: 1049, 1054, 1055

(*** = Demographic Data required as part of Monthly Report)

C. SINGLE FAMILY EXTERIOR RESIDENTIAL REHABILITATION***

Program Name: Single Family Home Rehab

Program Description: To improve permanent residential structures without displacement

of Units to be Rehabilitated by June 30, 2014: 1

National Objective: LMH

Census tracts: 1049 1054 1055

(*** = Demographic Data required as part of Monthly Report)

D. MODEL BLOCK: EXTERIOR REHABILITATION OF 1 & 2 FAMILY RESIDENTIAL UNITS (REBATE PROGRAM)

Model Block Program Area Description (geographic boundaries): Marvin Ave and Daisy Avenue between W. 25th and W. 35th

of Units to be Rehabilitated by June 30, 2014: 1

National Objective: LMH

Census tracts: 1049, 1055

E. HOUSING REHABILITATION REFERRAL

of individuals referred to rehabilitation programs by June 30, 2014: 10

of individuals that completed home repairs by June 30, 2013: 2

National Objective: LMH

Census tracts: 1049, 1054, 1055

F. HOME WEATHERIZATION ASSISTANCE

of Units to be Completed by June 30, 2014: 1

National Objective: LMH

Census tracts: 1049, 1054 1055

G. RESIDENTIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 20 residential structures by June 30, 2014

- Refer approximately 10 residential structures to the Department of Building and Housing.
- Refer approximately 10 homeowners to the various housing rehabilitation programs.
- Document repairs and improvements to 2 residential structures that were surveyed and referred.
- Track approximately 2 residential structures through the voluntary rehabilitation process.
- Track 5 vacant residential properties.
- Return 1 vacant property to productive use.
- Track 2 foreclosed residential properties.
- Return 1 foreclosed property to productive use.

National Objective: LMA

Census tracts: 1049, 1054 1055

2. COMMERCIAL PROGRAMS

HUD Objective:

- Creating Economic Opportunities (relating to economic development, commercial revitalization, or job creation).

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. GENERAL TECHNICAL ASSISTANCE TO BUSINESSES (NOT RELATED TO CREATION, EXPANSION, RELOCATION OR RETENTION)

of Businesses Provided with General Technical Assistance by June 30, 2014: **5**

National Objective: LMA

Census tracts: 1049, 1054, 1055

Graffiti Removal – Agency in conjunction with agency maintenance department, court community workers and independent contractors, will coordinate the systematic cleaning/removal of graffiti from commercial and public structures. # of commercial/public structures cleaned of graffiti by June 30, 2014: **10**

B. COMMERCIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 3 commercial structures by June 30, 2014

- Refer approximately 1 commercial structures to the Department of Building and Housing.
- Refer approximately 1 owners to the various housing rehabilitation programs.
- Document repairs and improvements to 1 commercial structure that was surveyed and referred.
- Track 1 vacant commercial property.
- Return 1 vacant commercial to productive use.

National Objective: LMA

Census tracts: 1049, 1054, 1055

C.. COMMERCIAL RETAIL MARKETING “OUTCOME” STRATEGIES/RETAIL BASELINE SURVEY

- CDC will conduct a minimum of Outcome-related retail marketing events and/or will produce specific marketing communication vehicles.
 - The Outcome related activities to be produced by June 30, 2014 are:
 - Daisy Avenue Street Sale
 - Annual Metro Health Community Service Day
 - Jones Home Historic District Association events and activities (2-3 annually)
 - Bi Weekly e-news letter
 - Submit completed baseline inventory to City electronically on June 30, 2014
- Survey Geographic Boundaries: From Trowbridge Avenue to Interstate 71 between W. 25th Street to Fulton Road

Census tracts: 1049, 1054, 1055

3. INTERIM ASSISTANCE

A. GREENING PROJECTS

Greening Project:

- Project Description: Daisy Community Garden
 - # of greening projects to be completed by June 30, 2014: 1
- National Objective: LMA

Census tracts: 1049, 1054, 1055

B. AREA CLEAN-UP CAMPAIGNS

- # of neighborhood clean-up campaigns completed by June 30, 2014: 2
 - # of volunteer hours devoted to neighborhood clean-up activities: 100
- National Objective: LMA

4. PUBLIC INFORMATION

Agency will provide the community (via residents and citizen organizations) with information and other resources to participate in planning, implementation, or assessment of activities. The dissemination of information shall consist of, but not limited to, Newsletters; Email Blasts; Website; Neighborhood Branding Efforts; Neighborhood Block Club Meetings; Foreclosure Prevention & Financial Literacy Classes; Fair Housing Assistance & Services; Consumer Affairs Issues.

of the above categories completed by June 30, 2014: SEE Exhibit #1 Accomplishment Unit Measure Chart at end of Scope of Services for breakdown.

NON-STRATEGIC INITIATIVE (SI) AREA ACTIVITIES

- Non-Strategic Initiative Area
- Service Area Census Tract(s) in Non-SI Area: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,**

**Geographic boundary locations:
Detroit Shoreway**

- West 45th – W 52nd between Lorain and Franklin
 - West 65th – W 85th between Lorain and Madison
 - West 65th – W. 80th between Franklin and Wakefield
 - West 45th – W. 65th between Shoreway and Franklin
- Stockyards, Clark-Fulton, and Brooklyn Centre**
- North: Train Ave between W. 25th and I-90, then I-90 to W.82nd
 - East: West 25th
 - West: West 82nd Street
 - South: Brookside Valley

Outcomes for Non- SI Area

See chart attached to this Scope of Services as “Exhibit #1 - Year 39 Accomplishment Unit Measures Chart” for this Non-SI Area.

Non-SI Area – Accomplishment Measures

1. RESIDENTIAL PROGRAMS

HUD Objective:

- Decent Housing

HUD Outcome:

- Provide affordability to low and moderate income persons (such as affordable housing, transportation, meals, day care, etc.)

A. MULTI-FAMILY HOUSING REHABILITATION***

Project Name #1: Magnolia on Detroit

Project Description: Rehabilitation of 126 units of existing affordable housing

Status of Project as of 7-1-13: Site control secured and financing is secured, construction commencement date is pending.

of Units to be Rehabilitated by June 30, 2014: **126**

National Objective: LMH

Census tracts: 1018

(*** = Demographic Data required as part of Monthly Report)

B. SINGLE FAMILY SUBSTANTIAL REHABILITATION***

Program Name: Rehabilitation of Single Family Homes

Program Description: To improve permanent residential structures without displacement

of Units to be Rehabilitated by June 30, 2014: **18**

National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

(*** = Demographic Data required as part of Monthly Report)

C. SINGLE FAMILY REDEVELOPMENT OF VACANT SUBSTANDARD HOUSING ***

(Vacant & Abandoned Partnership Acquire, Rehab & Sell Program)

(CDC / Development Partner Program – Rental / Lease Purchase)

Program Name: Redevelopment of single family housing

Program Description: To redevelop vacant housing in to occupied housing

of Units to be Rehabilitated by June 30, 2014: **14**

National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

(*** = Demographic Data required as part of Monthly Report)

D. SINGLE FAMILY EXTERIOR RESIDENTIAL REHABILITATION***

Program Name: Single Family Home Rehab

Program Description: To improve permanent residential structures without displacement

of Units to be Rehabilitated by June 30, 2014: **19**

National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

(*** = Demographic Data required as part of Monthly Report)

E. HOUSING REHABILITATION REFERRAL

of individuals referred to rehabilitation programs by June 30, 2014: 125
of individuals that completed home repairs by June 30, 2014: 12
National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

F. HOME WEATHERIZATION ASSISTANCE

of Units to be Completed by June 30, 2014: 5
National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

G. RESIDENTIAL CODE ENFORCEMENT PARTNERSHIP

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 340 residential structures by June 30, 2014

- o Refer approximately 60 residential structures to the Department of Building and Housing.
- o Refer approximately 125 homeowners to the various housing rehabilitation programs.
- o Document repairs and improvements to 12 residential structure that were surveyed and referred.
- o Track approximately 12 residential structures through the voluntary rehabilitation process.
- o Track 48 vacant residential properties.
- o Return 4 vacant properties to productive use.
- o Track 19 foreclosed residential properties.
- o Return 4 foreclosed properties to productive use.

National Objective: LMH

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

2. COMMERCIAL PROGRAMS

HUD Objective:

- Creating Economic Opportunities (relating to economic development, commercial revitalization, or job creation).

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. COMMERCIAL CODE ENFORCEMENT

As a condition for carrying out code enforcement activities under this contract, the Agency agrees to participate in the Strategic Code Enforcement Partnership Program, as evidenced by execution of the Strategic Code Enforcement Partnership Memorandum of Understanding, executed by the agency and the City's Departments of Building and Housing and Community Development. That Memorandum of Understanding is incorporated by reference into this agreement.

Survey a minimum of 31 commercial structures by June 30, 2014

- o Refer approximately 8 commercial structures to the Department of Building and Housing.
- o Refer approximately 2 owners to the various housing rehabilitation programs.

- o Document repairs and improvements to 1 commercial structure that was surveyed and referred.
- o Track approximately 1 commercial structures through the voluntary rehabilitation process.
- o Track 1 vacant commercial property.
- o Return 1 vacant commercial to productive use.

National Objective: LMA

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

B. STOREFRONT RENOVATION PROGRAM

of Projects to be Completed by June 30, 2014: 3

National Objective: LMA

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

Storefront Program Target Areas:

Clark-Fulton/Brooklyn Centre Area

- West 25th Street: Train Avenue to I-71
- Clark Ave.: Scranton Ave. to Fulton
- Pearl Rd.: West side of street from I-71 to Bradwell (Brooklyn Centre Stockyards Area)

Stockyard Area

- Clark Ave.: Fulton to W. 65th
- Storer Ave.: W. 44th to W. 65th St.
- Fulton Rd.: Vega Ave. to Denison Ave.

Lorain Avenue

- : West 65th St. to West 85th St.

C. DIRECT CDC ASSISTANCE TO BUSINESSES RESULTING IN: BUSINESS CREATION/EXPANSION/RELOCATION/RETENTION (POSITIVE OUTCOMES)

of Businesses Assisted Resulting in Positive Outcomes by June 30, 2014: 6

D. GENERAL TECHNICAL ASSISTANCE TO BUSINESSES (NOT RELATED TO CREATION, EXPANSION, RELOCATION OR RETENTION)

of Businesses Provided with General Technical Assistance by June 30, 2014: 85

National Objective: LMA

Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

Graffiti Removal – Agency in conjunction with agency maintenance department, court community workers and independent contractors, will coordinate the systematic cleaning/removal of graffiti from commercial and public structures. # of commercial/public structures cleaned of graffiti by June 30, 2014: 50

E. COMMERCIAL RETAIL MARKETING “OUTCOME” STRATEGIES/RETAIL BASELINE SURVEY

- CDC will conduct a minimum of 2 Outcome-related retail marketing events and/or will produce specific marketing communication vehicles.
- The Outcome related activities to be produced by June 30, 2014 are:
 - o Lorain Ave Antique Dealers
 - o After Thanksgiving Shopping Event
- Submit completed baseline inventory to City electronically on June 30, 2014

Survey Geographic Boundaries:

- o Lorain Ave from W. 65th – W 85th
- o Detroit Ave from W. 45 – W 65th

F. DESIGN REVIEW PROJECT COORDINATION

Geographic boundaries for design review area(s) (BRDs, Historic Landmarks areas or DOWNTOWN PROTECTIVE DISTRICT)

Geographic boundary locations:

- Gordon Square Historic District: Detroit W. 45 to W. 85th
- Franklin/West Clinton Historic District: Franklin Blvd. – W. 52nd to W. 85th; and Clinton: W. 58th to W. 74th
- Lorain Avenue Historic District : Lorain Ave.: W. 44th and W. 58th
- Clark-Metro BRD: W. 25th Street: Fillmore Ave. to I-71; Clark Ave.: Scranton Rd. to W. 65th St.
- Fukton Road: Clark Ave. to Sackett Ave.

of potential building, business, or residential owners that may be assisted through the local and City design review processes described by June 30, 2013: 6

3. INTERIM ASSISTANCE

HUD Objective:

- Suitable Living Environment (designed to benefit communities, families or individuals by addressing issues in their living environment)

HUD Outcome:

- Provide improvements/services that make neighborhoods more livable or viable by providing benefits to low and moderate income persons or removing or eliminating slums or blighted areas.

A. AREA CLEAN-UP CAMPAIGNS

- # of neighborhood clean-up campaigns completed by June 30, 2014: 3
 - # of volunteer hours devoted to neighborhood clean-up activities: 130
- National Objective: LMA
Census tracts: 1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

B. GREENING PROJECTS

Greening Project:

- o Project Description: Daisy Community Garden
 - o # of greening projects to be completed by June 30, 2014: 18
- National Objective: LMA1018, 1024.2, 1025, 1026, 1027, 1028, 1029, 1031, 1035, 1038, 1039, 1046, 1051, 1052, 1053,

4. PUBLIC INFORMATION

Agency will provide the community (via residents and citizen organizations) with information and other resources to participate in planning, implementation, or assessment of activities. The dissemination of information shall consist of, but not limited to, Newsletters; Email Blasts; Website; Neighborhood Branding Efforts; Neighborhood Block Club Meetings; Foreclosure Prevention & Financial Literacy Classes; Fair Housing Assistance & Services; Consumer Affairs Issues.

of the above categories completed by June 30, 2014: SEE Exhibit #1 Accomplishment Unit Measure Chart at end of Scope of Services for breakdown

V. COLLABORATION

Collaboration means specific actions jointly taken by the applicant with other agencies to address community development issues and problems using shared resources that results in savings of CDBG funds under the Year 39 CDC Competitive Grant Program. The purpose of this section requires the agency to identify collaborative efforts.

The Agency must submit a report detailing the Agency's collaborative activities with the December 2013 and the June 2014 Request for Payment. The report must identify and describe each collaborative activity and include the following:

- Project/Program Name
- Agencies participating with the applicant in collaboration.
- List the resources shared in the collaboration.
- Describe the issue/ problem that the collaboration will address.
- Describe the method in which the collaboration will be effected.
- CDBG Savings as result of Collaboration.
- Additional services provided as a result of the Collaboration.

VI. STAFFING AND OPERATIONS

The Agency will use these federal funds to pay staff salaries, fringe benefits, and other reasonable administrative costs associated with the direct implementation of the program(s) described in this Agreement. For specific program cost details, refer to the attached "Budgetary Details."

VII. CONFLICT OF INTEREST

No Agency employee, agent, consultant, officer, elected or appointed official who exercises or has exercised any functions or responsibilities with respect to activities herein described, or who is in a position to participate in a decision-making process or gain inside information regarding such activities, may obtain a financial interest or benefit from these activities. Furthermore, such persons may not have an interest in any contract, subcontract, or agreement with respect to these activities during his or her tenure or for one year thereafter.

VIII. REPORTING REQUIREMENTS

The Agency is required to submit a complete monthly payment request and performance reports no later than the last working day of the month following the end of the reporting period. Payment requests and performance reports received after the stated timeframe will be processed after requests received on time have been processed.

1. Payment requests submitted without performance reports will not be processed until the performance reports are received.
2. The processing of payment requests and performance reports that are determined by the Department to be incomplete or inaccurate will be delayed until after a complete and accurate payment request and performance report is received.
3. Repeated submissions of incomplete, inaccurate, and/or late payment requests or performance reports could result in sanctions as defined in Section 25 of Part II of the Terms and Conditions of this Agreement titled - Termination of Agreement.
4. Performance Reports (provided by the Department) are to include one (1) hard copy to be submitted with the Monthly Payment Request and one (1) electronic submission (email) copy of the Performance Report only to the assigned CD Planner at Rebecca Horter (rhorter@city.cleveland.oh.us).
- Some Residential activities designated with *** including rehabilitation and new construction will require the submission of demographic data with the monthly performance report forms.
5. All source documents, records, and other working data that the Agency uses to compile its performance and financial reports must be made readily available to The Department for inspection at its request.
6. In the event that actual service delivery falls below the levels specified in this Agreement, action will be taken by the Department of Community Development to assist the Agency in reaching its servicing goals. If performance remains below specified levels for a period of three months, The Department will withhold payments from the Agency. Continued failure to meet specified service levels will result in termination of this contract under Part II, Terms and Conditions, Section 25.

7. In addition to the performance report, a financial report is to be submitted by the Agency to this Department by the first (1st), no later than the last working day after the close of the reporting period. This financial report will include: a) a request for payment and/or status of funds report; b) a budgetary summary sheet; and c) a budgetary details report, along with any supporting documentation requested by this Department.
8. Contractor must provide the City with copies of its audit report within 30 days after its completion. The audit must be completed and the report submitted no later than 6 months after the end of the Agency's fiscal year. A board approval resolution must accompany the audit.
9. **CHANGES IN SCHEDULE "A" SCOPE OF SERVICES AND/OR ATTACHMENT 1 - BUDGETARY DETAILS MUST BE AGREED TO BY THE DEPARTMENT OF COMMUNITY DEVELOPMENT IN WRITING PRIOR TO THE IMPLEMENTATION OF ANY AND ALL CHANGES.**

IX. CONSULTANTS/PROFESSIONAL SERVICES/CONTRACTUAL

When the Agency is supplementing it's regularly employed staff in order to obtain consulting services, professional services, and other outside contracts assisted with CDBG/City funds pursuant to this Agreement, Agency shall comply with the following:

1. Submit to the City a copy of the Request for Proposal (RFP), a listing of Consultants, Professionals or others (jointly referred to as "Consultant") solicited for requested services and that subsequently submitted bids, a listing of the amount of each bid and the proposals from the Consultants.
2. No contract shall be entered into until the City, through its Director of Community Development, has approved the proposal and the contract between the Agency and the Consultant. The contract must contain, at a minimum, the following requirements:
 - a.) a requirement that the Agency and the Consultant comply with the terms and conditions of this Agreement, including but not limited to, compliance with all federal, state and local laws, rules and regulations.
 - b.) a requirement that the Consultant comply with the Equal Employment Opportunity Ordinance Section 187.01-187.22 of the Codified Ordinances of the City of Cleveland.
 - c.) a requirement that the Consultant follow the timeline indicated in this Agreement.
 - d.) a requirement that the Consultant provide a written report/study and which report/study shall become the property of the City of Cleveland and shall be submitted to the City upon completion. The report/study shall be in a form acceptable to the City.
 - e.) a requirement that final payment shall not be rendered to Consultant until completion of the services designated in the contract between the Agency and Consultant and submission of the report/study to the City and approval of the report/study by the City.
 - f.) any other requirements that the City's Director of Community Development determines are necessary or appropriate.
3. Prior to any disbursement of funds pursuant to this Agreement for the Consultant activity, the City shall be provided with the items in paragraph 1 of this Section and a fully executed contract between the Agency and Consultant which complies with the requirements of paragraph 2 of this Section and which has been approved by the Director of Community Development.
4. Final disbursement shall not be made until the City has received the report/study from the Agency in a form acceptable to the City.

**Detroit Shoreway Community Development Corporation
14039706**

EXHIBIT #1 - Year 39 Contract Proposed Accomplishment Unit Measures by June 30, 2014

Matrix Code/ Nat'l Objective	Required Reporting FORM	GPR Line Item (hours charged to activities on timesheets)	Program/Activity	Staff	Strategic Initiative #1 PROPOSED UNITS TO BE COMPLETED	Strategic Initiative #2 PROPOSED UNITS TO BE COMPLETED	Strategic Initiative #3 PROPOSED UNITS TO BE COMPLETED	Areawide (Non-SI Areas) PROPOSED UNITS TO BE COMPLETED	Total
14B/ LMIH	A & R	(r:mfr)	Residential: DSS Multi-Family Housing Rehabilitation	Executive Dir-JR Assist. Dir-ML CFO-SS Senior Accountant-RD Housing Director - GB	72	N/A	N/A	126	198
14H/ LMIH	B & R	(r:sfr)	Residential: DSS Single Family Substantial Rehabilitation	Executive Dir-JR Assist. Dir-ML Program Dir. SY. -MM Project Mgr. - JG Housing Dir. SY-GB Housing Coordinator AB CFO-SS Senior Accountant-RD	3	3	1	18	25
14H/ LMIH	C & R	(r:sfr)	Residential: DSS Single Family Redevelopment of Vacant Substandard Housing	Executive Dir-JR Assist. Dir-ML Program Dir.SY -MM Project Mgr. - JG Housing Dir. SY-GB Housing coordinator -AB CFO-SS Senior Accountant-RD	2	2	1	14	19
14H/ LMIH	D & R	(r:sfr)	Residential: Non-DSS Single Family Exterior Residential Rehabilitation (CDC based program)	Executive Dir-JR Assist. Dir-ML Program Dir. SY. -MM Project. Mgr. SY - JG Housing Dir. -GB Housing Coordinator AB	4	4	1	19	28
14H/ LMIH	E & R	(r:sfr)	Residential: Model Block: Acquire/Rehabilitate/Sale of Vacant Hsg.	Executive Dir-JR Assist. Dir-ML Program Dir.SY -MM Project Mgr. - JG Housing Dir. SY-GB Housing Coordinator AB Development Specialist SD	2	2	N/A	N/A	4

Detroit Shoreway Dev. Corp. (Yr. 38 CDC - Exhibit #1 Accomplishment Units Measure Chart)

14H/ LMA	F & R	(r:sfr)	Residential: Model Block: Exterior Rehabilitation of 1 & 2 Family Residential Units (Rebate Program)	Executive Dir-JR Assist. Dir-ML Program Dir.SY-MM Project Mgr. - JG Housing Dir. SY-GB Housing Coordinator AB Dev. Specialist SY- SOD						
14H/ LMA	G	(r:sfr)	Residential: Housing Rehabilitation Referral (Individuals Completed Home Repair)	Executive Dir.-JR Assist. Dir-ML Housing Spec-DSCDO- Housing Spec-SY-JN	N/A	N/A	1	N/A	1	
14H/ LMA	H	(r:sfr)	Residential: Home Weatherization	Exec Dir-JR Assist Dir - ML Housing Specialist DSCDO Housing Specialist SY CFO-SS Senior Acct - RD	15 (2)	20 (2)	10 (2)	125 (12)	170 (18)	
12/ SBA	I & R	(housing construction)	New Construction: Residential New Construction	Executive Dir-JR Assist. Director-ML Housing Director GB CFO-SS Senior Acct - RD	2	1	1	5	9	
14E/ LMA	J	(r:ponr)	Commercial: Storefront Renovation Program	Exec Dir.-JR Econ Dev Dir-DSCDO-NF Dir Econ Dev SY-AS Economic Dev. Coord. SY Program Dir. SY. -MM	11	8	N/A	2	21	
18B/ LMA	J	(ed: tech. assist)	Commercial: (Positive Outcomes) Business Creation/Expansion/Relocation/Retention	Exec Dir.-JR Econ Dev Dir-DSCDO-NF Dir. Econ Dev. SY-AS Economic Dev. Coord. SY Program Dir. SY. -MM	2	N/A	N/A	3	5	
18B/ LMA	J	(ed. tech. assist)	Commercial: General Technical Assistance to Businesses	Exec Dir.-JR Econ Dev Dir-DSCDO-NF Dir. Econ Dev. SY-AS Economic Dev. Coord. -VA Program Dir. SY. -MM	2	N/A	N/A	6	8	
18B/ LMA	J	(ed: tech. assist)	Commercial: Dev./Redev. Commercial Real Estate (in excess of \$500K)	Exec Dir.-JR Assistant Dir. ML Econ Dev Dir-DSCDO-NF Dir Econ Dev SY-AS Program Dir.SY-MM Economic Dev. Coord. SY CFO-SS Senior Accountant-RD	40	20	5	85	150	
18B/ LMA	J	(ed: tech. assist)	Commercial: Comme'l/Retail Marketing "Outcome" Strategies (Retail Baseline Survey)	Exec Dir.-JR Econ Dev Dir-DSCDO-NF Dir. Econ Dev. SY-AS Economic Dev. Coord. SY	1	N/A	N/A	N/A	1	
					30	5	5	55	95	

Detroit Shoreway Dev. Corp. (Yr. 38 CDC - Exhibit #1 Accomplishment Units Measure Chart)

				Program Dir.SY-MM CFO-SS Senior Accountant-RD Marketing Specialist Community Organizers					
18B/ LMA	J	(ed: tech. assist)	Commercial: Design Review Project Coordination (Residential, Commercial, Mixed-use, Institutional)	Exec Dir.-JR Econ Dev Dir-DSCDO-NF Dir Econ Dev SY-AS Program Dir. SY.-MM Economic Dev. Coord. SY	7	N/A	N/A	6	13
15/LMA	K	(code enforcement)	Code Enforcement Partnership Program: Residential Code Enforcement	Exec Dir-JR Assist Dir - ML Program Dir. SY-MM Safety Coord-DSCDO-JH Housing Spec DSCDO-LM Housing Spec SY-JN	20	50	20	340	430
15/LMA	L	(code enforcement)	Code Enforcement Partnership Program: Commercial Code Enforcement	Executive Dir-JR Program Dir. SY-MM Housing Spec DSCDO-LM Housing Spec SY-JN Assist. Dir-ML Safety Dir.-JH	2	2	3	31	38
16/LMA	N	(interim assistance)	Interim Assistance: Greening Projects	Executive Dir-JR Program Dir. SY-MM Dir. Community Inv. -AW Dev. Specialist SY-SOD Community Organizer DU	1	1	1	18	21
16/LMA	O	(interim assistance)	Interim Assistance: Area Clean-up Campaigns (Volunteer Hours)	Executive Dir.-JR Program Dir. SY-MM Dir. Comm. Inv -AW Dev. Specialist SY-SOD	2 (40)	2 (40)	2 (100)	3 (130)	9 (310)
21C/N/A	Q	(public information)	Public Information: Community Engagement & Education (Categories Below)						
			CDC Newsletters	Exec Dir - JR Marketing Spec-TA Program Dir. SY.-MM CFO SS Community Organizers Economic Dev. Coordinator					X
			Email Blast	Exec Dir - JR Marketing Specialist -TA Economic Dev. Dir.					X
			CDC Website Hits	Dev. Coord.-CL					X

Detroit Shoreway Dev. Corp. (Yr. 38 CDC - Exhibit #1 Accomplishment Units Measure Chart)

	Program Dir.SY-MM					
Neighborhood Branding	Exec Dir - JR Marketing Spec-TA Economic Dev. Dir. SY Economic Dev. Dir. DSCDO Program Dir.SY-MM					
Block Club Meetings, Crime Watch, Community Events and Meetings	Exec Dir-JR Program Dir. SY-MM Dir. Comm. Inv. -JH Dir. Comm. Inv SY-AG Comm. Org - SY - DV Dev. Specialist SY -SOD Comm. Org. DSCDO -DU					X
Foreclosure Prevention Classes/ Financial Literacy Classes	Exec Dir-JR Program Dir. SY-MM Dir. Comm. Inv -AW Dir. Comm. Inv SY-AG Comm. Org - SY DV	30	8	10	180	228
Fair Housing Assistant Services, Consumer Affairs Issues	Exec Dir-JR Program Dir. SY-MM Dir. Comm. Inv -AW Dev. Specialist SY-SOD Dir. Comm. Inv SY-AG Comm. Org - SY DV	8	2	2	32	44
		2	2	2	20	26

Required Reporting Forms (KEY)

REPORTING FORM NAME

PROGRAM NAME

- A. (DSS_Multi-Family Housing Rehab Y38.doc)
- B. (DSS_Single-Family Substantial Rehab Y38.doc)
- C. (DSS_Single Family Redevelop of Vacant Substandard Housing Y38.doc)
- D. (Non-DSS_Single Family Exterior Residential Rehab Y38.doc)

- DSS Multi-Family Housing Rehabilitation
- DSS Single Family Substantial Rehabilitation
- DSS Single Family Redevelopment of Vacant Substandard Housing
- Non-DSS Single Family Exterior Residential Rehabilitation

E.	(Model Block-Acquire Rehab Sale of Vacant Hsg Y38.doc)	Model Block: Acquire/Rehabilitate/Sale of Vacant Housing
F.	(Model Block-Exterior Rehab of 1&2 Family Res Units Y38.doc)	Model Block: Exterior Rehabilitation of 1 & 2 Family Residential Units
G.	(Housing Rehabilitation Referral Y38.doc & Housing Rehab Referral Narrative Y38.doc)	Housing Rehabilitation Referral Program & Housing Rehabilitation Referral Narrative
H.	(Non-DSS_Home Weatherization Assistance Y38.doc)	Home Weatherization Assistance
I.	(New Construction Y38.doc)	New Construction (housing construction)
J.	(SRP-Commercial Development Activities Y38.doc)	Storefront Renovation Program (SRP)-Commercial Development Activities
K.	(Code-Residential Y38.doc)	Residential Code Enforcement Partnership
L.	(Code-Commercial Y38.doc)	Commercial Code Enforcement Partnership
M.	* (Land Reutilization - Contract Language & Reporting Forms Supplied By PLANNER)	Vacant Lot Interim Use – (Land Reutilization)
N.	(Yr38_CDC_Greening Projects_Narrative.doc)	Vacant Lot Interim Use – (Greening Projects)
O.	(Yr38_CDC_Area Neighborhood Clean Up Campaign_Narrative.doc)	Area Clean-Up Campaigns
P.	(Yr38_CDC_PLANNING Narrative.doc)	Planning
Q.	(Yr38_CDC_Public Information – Community Engagement & Education)	Provision of Information to residents & citizen organizations
R.	(LMH_Activity Demographics Report Form_07-01-12.doc)	Race/Ethnicity/Income Demographics Form
S.	(Yr38_CDC_COLLABORATION Narrative.doc)	Collaboration with other CDC's

* Land Reutilization is NOT the same 'activity' as Greening Projects under the 'program – interim assistance.'

ATTACHMENT 1

BUDGETARY DETAILS

AGENCY: Detroit Shoreway Community Development Organization

PROGRAM: CDC

BUDGET FOR 12 MONTHS

#	COST CATEGORIES	BUDGETED AMOUNT	ESTIMATED MONTHLY EXPENDITURES
1	Personnel	\$625,051.00	\$52,087.58
2	Fringe Benefits	123,277.00	10,273.08
3	General Overhead	111,672.00	9,306.00
4	Other	10,000.00	833.34
	TOTAL	\$870,000.00	\$72,500.00

Any requests for adjustment to this budget must have Board approval and signature of Board President. These items must be submitted to CDBG prior to any changes to the budget.


Signature (Board President) Vice Chair _____ Date
10-23-13

Prepared by Rebecca Horter _____
Date Prepared 10/23/13

PROJECT EXPENDITURES BUDGETARY DETAILS

AGENCY: Detroit Shoreway Community Development Organization
 6516 Detroit Ave., Suite 1
 Cleveland, OH 44102

PROGRAM: CDC

(1) PERSONNEL

Title	Salary*	Hours Worked Per Week	% Charged to Block Grant	Budgeted Amount
Executive Director	\$7,507.83/mo. (CDBG amt. \$3,753.92/mo.)	40	50	\$45,047.00
Dir. of Comm Involvement	\$3,333.33/mo.	40	100	40,000.00
Community Organizer	\$2,833.33/ mo.	40	100	34,000.00
Economic Development Director	\$4,166.67/mo. (CDBG amt. \$2,916.67/mo.)	40	70	35,000.00
Marketing Specialist	\$3,500.00/mo. (CDBG amt. \$1,225.00/mo.)	40	35	14,700.00
Assistant Director	\$6,666.67/mo. (CDBG amt. \$2,666.67/mo.)	40	40	32,000.00
Housing Director	\$3,750.00/mo. (CDBG amt. \$2,400.00/mo.)	40	64	28,800.00
Project Manager	\$3,333.33/mo. (CDBG amt. \$2,500.00/mo.)	40	75	30,000.00
Housing Specialist	\$2,500.00/mo.	40	100	30,000.00
CFO	\$5,500.00/mo. (CDBG amt. \$1,540.00/mo.)	40	28	18,480.00
Senior Accountant	\$3,264.00/mo. (CDBG amt. \$848.64/mo.)	40	26	10,184.00
Admin Assistant	\$2,500.00/mo. (CDBG amt. \$750.00/mo.)	40	30	9,000.00
STOCKYARDS				
Program Director SCFBC	\$4,583.33/mo. (CDBG amt. \$4445.83/mo.)	40	97	53,350.00
Community Organizer 1	\$3,083.33/mo. (CDBG amt. \$2,929.83/mo.)	40	95	35,150.00
Community Organizer 2	\$2,416.67/mo. (CDBG amt. \$2,929.16/mo.)	40	100	29,000.00
Housing Coordinator	\$3,083.33/mo.	40	100	37,000.00
Economic Dev. Dir.	\$3,666.67/mo. (CDBG amt. \$3,520.00/mo.)	40	96	42,240.00
Economic Dev. Coordinator	\$2,916.67/mo. (CDBG amt. \$2508.33/mo.)	40	86	30,100.00
Housing Specialist	\$2833.33/mo.	40	100	34,000.00
Development Specialist	\$3,083.33/mo.	40	100	37,000.00

\$625,051.00

TOTAL PERSONNEL

*Pay Schedule: 24 pays

Monthly budget reports are to include: hourly rates, actual hours worked, percentage of hours actually charged to CDBG and dollar amounts charged to Block Grant. All personnel are required to maintain time sheets, which are to be approved by an appropriate supervisor.

(2) FRINGE BENEFITS

Type of Benefit	Rate or Dollar Amount	Budgeted Amount
FICA	7.65% x \$625,051.00	\$47,816.00
Unemployment	3.20% x \$189,000.00	4,401.00
Workers Compensation	.20001% x \$625,051.00	1,250.00
Hospitalization	Various rates	53,071.00
Retirement (Full Time Employees)	Various rates	16,739.00

TOTAL FRINGE BENEFITS

\$123,277.00

The following guidelines apply to charging "Fringe Benefits" to Block Grant:

1. FICA may only be applied to the total salary charged to CDBG.
2. Workers' Compensation will be reimbursed on a semi-annual basis.
3. Unemployment Tax will be reimbursed on a quarterly basis. The actual amount charged will be the Unemployment Tax rate x the actual CDBG charged salaries for the related period. The amount to which the rate is applied must be prorated to reflect the first \$9,000 (subject to change) in total earnings, per calendar year, per employee.

(3) GENERAL OVERHEAD

<u>Type</u>	<u>Rate or Dollar Amount</u>	<u>Budgeted Amount</u>
* Indirect Cost Plan	Rate is 16.27498% (\$9,306.00/mo.)	<u>\$111,672.00</u>
TOTAL GENERAL OVERHEAD		<u>\$111,672.00</u>

* The Indirect Cost Plan rate (ICP) is 16.27498% the rate was established with the current audited financial statements. Due to budgetary constraints the agency has elected to receive a lesser amount to be reimbursed on a monthly rate. Using the 2010 financial audit, the ICP rate was computed. No indirect cost will be reimbursed until the City has an approved ICP on file, signed by the Board President.

Any costs which may be classified as indirect (i.e., costs which benefit more than one program cost objective) must be reported in total, as allocated, and be in conformance with a previously approved indirect cost allocation method.

If any of the above costs require a contract, monthly receipts are required, and a copy of the agreement must be on file in our office.

(4) OTHER

<u>CATEGORY</u>	<u>Budgeted Amount</u>
Eco Village signage and Implementation	<u>10,000.00</u>
TOTAL OTHER	<u>\$10,000.00</u>

Legible detailed invoices and/or receipts must accompany all items listed above.

Three bids must be submitted for all purchases over \$500.00.

TOTAL PROGRAM BUDGET \$870,000.00

INDIRECT COST RATE PROPOSAL WORK SHEET

DETROIT SHOREWAY COMMUNITY DEVELOPMENT ORGANIZATION

Grant Amount \$870,000.00

CDBG Year 39

Based on 2012 Actual Costs

A. LIST ALL ELIGIBLE INDIRECT COSTS:

ITEM	COST
SALARIES	\$136,212
EMPLOYEE BENEFITS	11,443
PAYROLL TAXES	12,571
CONTRACT LABOR	8,244
OFFICE RENT	11,458
LICENSES AND PERMITS	313
INSURANCE	8,660
TELEPHONE	3,077
OFFICE EQUIPMENT	97
PRINTING AND COPYING	4,891
PROFESSIONAL SERVICES	17,137
ADVERTISING AND MARKETING	104
EDUCATION AND SEMINARS	2,272
AUTOMOBILE	260
ASSOCIATION FEES	832
FUNDRAISING EXPENSES	12,410
MEETINGS	950
OFFICE EXPENSE	2,830
MISCELLANEOUS	1,834

104

TOTAL (NUMERATOR) \$235,595

B. LIST DIRECT COSTS (ONLY THOSE SALARIES, WAGES AND APPLICABLE FRINGE BENEFITS OF EACH PROGRAM):

PROGRAM	AMOUNT
CITIZEN PARTICIPATION	\$81,303
COMMERCIAL DEVELOPMENT	233,911
ENERGY CONSERVATION	201,096
STOCKYARDS	428,912
PROPERTY MANAGEMENT	188,687
HOUSING DEVELOPMENT	187,809
CAPITOL THEATRE	130,851
GORDON SQUARE ARTS DISTRICT	-4,979

TOTAL (DENOMINATOR) \$1,447,590

C. COMPUTATION OF INDIRECT COST RATE: INDIRECT COSTS (NUMERATOR) ÷ DIRECT COSTS (DENOMINATOR) = RATE.

$$235,595 \div 1,447,590 = 16.27498\%$$

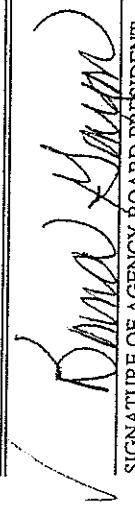
D. CHECK YOUR WORK: DENOMINATOR x *RATE = *NUMERATOR.

$$1,447,590 \times 16.27498\% = 235,595$$

*TAKE RATE TO AS MANY DECIMAL PLACES AS NECESSARY TO EQUAL NUMERATOR.

E. APPLYING RATE TO CURRENT CDBG CONTRACT: TOTAL CURRENT SALARIES, WAGES AND APPLICABLE FRINGE BENEFITS x RATE = MAXIMUM AMOUNT ALLOWED FOR REIMBURSEMENT UNDER CURRENT CONTRACT.

$$748,328.00 \times 16.27498\% = 121,790.24$$


SIGNATURE OF AGENCY BOARD PRESIDENT
Vice Chair

10/30/13
DATE