



Proposal for Emerging Opportunity Program Spring 2015

Submit application to EOPapplications@cityofmadison.com

Deadline: 12:00 pm (noon) on Friday March 20, 2015
LATE APPLICATIONS WILL NOT BE ACCEPTED.

Please limit your proposal and responses to the form and space provided. Any materials submitted in addition to this application form will not be considered in the evaluation of the proposal. *Do not attempt to unlock or alter this form.*

If you need assistance with this proposal or are unclear about how to respond to any questions please contact CDD staff at 266-6520.

Agency or Group:	Occupy Madison, Inc.	Amount Requested:	\$50,000
Title of Proposal:	OM Village Phase 2		
Contact Person:	Anne Waymouth		
Address:	304 N. Third St., Madison, WI	Telephone:	Anne 608-242-0512
E-Mail:	a.waymouth@tds.net		
Is this Group a 501 (C) (3)?	Yes or No Yes		
Applicant Organization founded (Year):	December 2012		
Name of Fiscal Agent (if Applicable):	NA		
Fiscal Agent Contact Person:			
Project Description: (Approx. 20 Words)	Addition of Community Room, Kitchen, and Bathroom to allow long term occupancy of 6 more Tiny Homes.		

1. Emerging Need or Opportunity: (5000 characters) Please describe the emerging need or unanticipated opportunity that warrants City resources and attention at this time:

This grant will accelerate the pace of experience with a new form of self managed low cost housing. OM Village is a cooperatively run, self-managed eco-village for formerly homeless people to live in a sustainable way. This proposed project will accomplish Phase 2 by providing financial support for a construction contractor, which will in turn provide 6 additional housing units for an ultra low cost. Supporting this opportunity leads to the creation of new housing for people who are currently living in the cities crowded shelters, are doubled-up in substandard housing and are often sleeping and living in uninhabitable places. The project demonstrates this form of housing in residential neighborhoods with the support of neighborhood residents. It will be an opportunity to continue OMI's work engaging the community in the

completion of the project. This phase of the project will fully implement the Planned Development zoning of the 304 N. Third St location for a Tiny Home Village.

If OMI does not get this funding, it will continue with its existing fundraising methods until it has raised sufficient funds to complete the Planned Development. However, we are now also pursuing grants applications to supplement our fund raising efforts and accelerate our efforts. This is indeed an emerging opportunity where a single infusion of funding will accelerate the program and its benefits. It is an opportunity for the City of Madison to work alongside OMI, to encourage the development and expansion of a new and successful form of affordable housing for homeless individuals, and to ensure that more individuals are provided access to the dignity of a home.

2. Applicant Organization or Group: (5000 Characters) Please briefly describe the history and structure of your organization. Include information about staffing, your board and/or volunteers. Please describe any successes you have had in the areas of programming or the project described in this proposal.

Occupy Madison's mission is to join together to creatively work towards a more humane and sustainable world. OMI envisions a place where people with or without current safe housing can live and/or work cooperatively in a way that promotes dignity, safety, stewardship, and sustainability for all.

This project is a direct outcome of Occupy Madison encampments and the experience gained from those encampments with the elements that are needed to provide a safe and successful community with basic shelter.

Occupy Madison, Inc., (OMI) is governed by the Board of Directors with 7 to 13 members that serve 6 month terms. See bylaws at [http://occupymadisoninc.com/about/documents/OM Bylaws](http://occupymadisoninc.com/about/documents/OM%20Bylaws). The board meets regularly at least monthly. The general membership of OMI elects the Board of Directors, and becoming a voting member requires a vote-in by other members present at general membership meetings. OMI is a 100% volunteer run organization. Volunteers and homeless individuals conduct all Occupy Madison, Inc., activities year round. Focused volunteer workgroups include: Shop Managers, Site Group, Fundraising, Volunteer Coordination, External Communications, and Policy. As a charitable organization, OMI's purpose is relieving poverty, promoting social welfare, and promoting environmental conservation. Occupy Madison, Inc., envisions many avenues of carrying out its mission. It currently has the following programs titled: OM Build, OM Goods, OM Village, OM Grow, and OM Services.

As an example of our success, OMI completed Phase 1 of the Planned Development and obtained the occupancy permit for three Tiny Houses at 304 N. Third Street in November 2014. The Planned Development zoning was broken into phases and required completion of certain work before specific numbers of Tiny Houses could be located on this property. Phase 1 included closing off the driveway into East Johnson Street. Installation of raised bed gardens and a decorative trellis along the East Johnson Street side of the property. The roof was repaired and the building was painted in a color approved by the Urban Design Commission. The two existing bathrooms on the property were renovated and two showers stalls were added. A third handicap accessible bathroom was added to the building. A fence was installed around the perimeter of the Tiny Home Village portion of the property. Electrical and HVAC systems were upgraded. In addition the former car repair bays were converted into a construction shop for the OM Build and OM Goods programs.

Beyond the successes of purchasing private property, building three tiny homes and housing three people, OMI has been successful in building a self-governing cooperative community. The structure of the Board with its supporting Members, as well as the fact that it is a 100% volunteer run organization ensure the Village remains supported and peaceful.

3. Intended Service Population: (2500 characters) Please describe the intended service population (e.g., where they are located, ages, ethnicities, income ranges, English language proficiency etc.).

The intended service population for housing is homeless individuals or people with housing insecurity in Madison. Anyone who wants to participate in OMI activities is welcome as long as they agree with the mission and vision and are voted into membership. Those that are interested in becoming a steward of a Tiny Home put in their sweat equity hours, apply and agree to live in the cooperative community, follow the rules of their contract, the community agreement and shop rules. The program is well suited for people whose skill sets do not enable them to generate earnings that would provide stability in conventional housing. It provides long term, permanent housing at a lower unsubsidized cost and thus provides housing security and dignity for these people. The program is directed toward people who are capable of participating in village building efforts and will be motivated to earn a place in this community. Tiny Home Stewards and their guests are expected to follow the terms of their contract and these rules. If the stewards or their guests break their contract they will risk losing their tiny homes after hundreds of hours of work.

4. Innovation: (5000 characters) How does this proposal reflect a new or innovative approach to the stated problem?

The concept is that homeless people, or people with housing insecurity, can apply themselves to improve their housing situation. Individual homeless persons, or persons with housing insecurity, can become a steward of a Tiny House which is for their exclusive. In order to qualify to become a Tiny House steward, they need to consistently show up for volunteer hours, be productive in their volunteer time, and be able to work with others. During volunteer time, homeless people and people with homes work side by side. This integration promotes dignity, safety, stewardship, and sustainability for all. The Tiny House continues to be owned by Occupy Madison, Inc., and will be placed in the OM Village, but the steward will have exclusive occupancy as long as they continue to honor the community agreement. The OM Build and OM Village Tiny House stewardship programs will expand the opportunities for all people to secure shelter.

While this project provides housing for the homeless, unlike other housing assistance programs, it does not require long-term subsidies like rental or utility assistance. The Tiny Houses are intended to provide permanent housing, and OMI has been structured to provide policy guidance and support to ensure the success of the cooperative. Because it is run entirely by volunteers, which includes the residents themselves, there are no staffing costs so operating costs are minimal.

While the tiny house concept is not entirely new (there are other projects in Portland and Eugene, OR and Olympia, WA for example), the OMI project is unique and innovative not only in its approach to housing the homeless but also in that it was able to secure private property in a residential neighborhood. This element is important in that it allows OMI to provide control over the property and the houses located on it. It allows the Village to be located in a neighborhood surrounded by other residences and it creates an invested relationship both with the neighborhood and the City. The property also will be used by OMI to expand its programmatic structure as described in more detail below.

5. Project/Program Goals: (5000 characters) Please describe the specific goals, objectives and intended measurable impacts of this program/project. Include the number of people you expect will benefit from this project.

OMI is seeking \$50,000 of the expected \$100,000 cost to hire contractors to construct an addition to the former gas station at 304 N. Third Street to include a community room, kitchen, one more bathroom, and storage space. This construction is a requirement of the Planned Development zoning for this location. When this construction is complete, then six more Tiny Homes can be occupied at this site.

While the funding would be tied to hiring contractors, what the City of Madison will receive is the long lasting homeless services programs described below that will take place at this location. The former bays of the auto repair garage have been converted into a construction shop. The shop is supervised by trained volunteer shop managers. As described below, homed and homeless persons work side by side in this construction shop. This facility and the OMI organization of volunteers provides the opportunity for homeless people to come and participate in construction projects. Having space approved for 6 more Tiny Houses will encourage the homeless to come and volunteer in the shop. Providing a goal of potentially becoming a steward of a Tiny House will help focus their lives. The training in construction will also increase the skills of program participants. The success of this program can be measured by the occupancy of six more Tiny Homes. It can also be measured by the number of people both homed and homeless who volunteer during the open shop hours under supervision of trained shop managers.

6. Program/Project design: (5000 characters) Please describe structure of proposed program or project, hours of service/schedule, staffing, curriculum or project/service structure, etc.

The following are descriptions of the various OMI programs:

OM Build

Occupy Madison Inc. (OMI) is building Tiny Houses with & for people experiencing homelessness or housing insecurity in Madison, WI. Occupy Madison, Inc. previously rented a warehouse at 4235 Argosy Ct. for the construction of the Tiny Houses. OMI has recently purchased a former auto repair shop at 304 N. 3rd St., Madison, WI, 53704 to be used for the construction of Tiny Houses as well as the eco-village described next. The Tiny Houses are 99 square feet in size built on a trailer with wheels. Each tiny house contains a sleeping space, storage loft, kitchenette space, outlets to enable connection to the grid, electric space heater, and gravity water system. The Tiny Houses are not hooked up to any water system. The Tiny Houses need to be located where such common facilities will be available. This activity will further our exempt purpose to promote dignity, safety, stewardship and sustainability for all. It promotes dignity and safety as homeless people and homed people work side by side. It nurtures mutual respect by having such people do volunteer work side by side. It promotes dignity through a sense of shared accomplishment in the completion of such construction projects. These Tiny Homes will also be located in the OM Village and as such which will also promote stewardship and sustainability.

OM Village

The goal of OM Village is to create a cooperatively run eco-village for formerly homeless or near homeless people to live in a sustainable way. We plan to have raised bed gardens and a greenhouse, chickens, and bees. The Village will consist of individual Tiny Houses and common facilities. The common facilities will include bathrooms and showers for the shared use by Tiny House stewards. OMI has purchased land at 304 N. 3rd St., Madison, WI, for its first village. OMI has obtained specific City of Madison Planned Development zoning that will allow the establishment of the eco-village at this location. This activity will further our exempt purpose to promote dignity, safety, stewardship and sustainability for all. It promotes dignity and safety as it will provide formerly homeless individuals a place to sleep and keep some personal possessions out of the elements. It will promote stewardship by providing a small space that is dedicated to just the one or two occupants of the Tiny Home. It promotes sustainability by lowering the cost of living and enabling stewards to grow a portion of their own food. This will provide for the basic needs for formerly homeless or near homeless individuals.

OM Grow

OM Grow will have vegetable gardens and a green house. This activity will further our exempt purpose through sustainable production of food for people who live in the village. Some food may be donated to other organizations. This program is just in the planning phase. This program is expected to be launched in spring and early summer of 2015.

OM Goods

Goods are made from repurposed pallet wood and other items headed into the waste stream. Homeless and homed people work together to create objects such as bird houses. This activity will further our exempt purpose to promote dignity, safety, stewardship and sustainability for all. It promotes dignity and safety as homeless people and people with housing work side by side. It nurtures mutual respect by having such people do volunteer work together. It promotes dignity through a sense of shared accomplishment in the creation of a functional and creative object. It promotes sustainability by demonstrating how items that are otherwise headed to the waste stream are transformed into items of use and creativity. The objects can also serve as tokens of gratitude to our donors.

OM Services

This program assists homeless individuals by filing SSI applications, getting IDs, applying for mental health services, writing resumes, obtaining prescriptions and clothing vouchers, providing information about homeless services that are available, applying for housing and job. This activity furthers our exempt purpose by providing direct support to needy individuals.

7. Community Engagement: (2500 characters) Please describe how community, residents and program and/or project participants were engaged in the development of this proposal.

The Occupy Madison encampments began in October 2011 and OMI has worked tirelessly to maintain a safe and legal space. The group has been transparent and always made an effort to communicate with anyone or any government body that is open to a respectful dialogue. A tremendous amount of time, energy, and money has been spent trying to shape the encampment so it would conform to laws, codes, and regulations. In 558 days, the encampment moved 30 times and complied with various requests from the City and County to maintain a legal and safe living space. During the process, OMI members appeared at city and county meetings in an attempt to make government aware of the reported gaps in support and the issue of criminalizing homelessness.

From January to May 2014, there were extensive community input sessions that lead up to the unanimous adoption by the Madison City Council of the Planned Development zoning of the 304 N. Third Street site for a Tiny House Village. These included multiple meetings with the neighborhood, special meetings with the closest neighbors, meetings with the neighborhood association, Alder Palm, PDQ, B-Cycle, and presentations at the James Reeb Universalist Unitarian Congregation. In developing the Planned Development zoning, consultations were held with the following: East High School, Police Department, City Engineering, Urban Design Commission, City Planning Staff, and Fire Department. The Planned Development zoning was approved by the Urban Design Commission, the Plan Commission and finally the Common Council. The idea to create Tiny Homes built by and for homeless people was generated by homeless persons at Occupy Madison encampments.

8. Collaboration: (2500 characters) Please describe the level of involvement with other service providers, schools, funders, government bodies, or other public or private stakeholders in the development of this proposal and its expected implementation.

The volunteers engaged in this project have experience with the services available and needs of the homeless community. OMI members appear at city and county meetings to make government aware of the current gaps in support and the issue of criminalizing homelessness. This program fits within the full range of homeless services and is directed toward a population that have suffered greatly from chronic homelessness. The existing shelter system is set up to provide temporary shelter while persons transition to some form of permanent housing, and the rapid rehousing and eviction prevention programs which are directed toward helping people not fall into homelessness but does not provide permanent assistance. Sustained funding source like subsidized housing are a valuable approach, but the need has greatly outpaced funding and wait lists have been closed for years. The City of Madison is expanding its sustainable housing initiative by pursuing tax credit financed housing, with a goal to add 1000 units of low income housing through tax credit financing. The Tiny Home Village project is one more approach that will help move people off the streets and into stable living arrangements. It will provide housing at low cost so people can become self sufficient and not require further financial support.

In addition to member volunteers and steward volunteer work, OMI has received support from key special contributors. Bachmann Construction, as the general contractor, worked with the project through Phase 1 and has agreed to complete Phase 2 pending fundraising efforts. The Center for Community Stewardship was our fiscal agent until we obtained independent not for profit status. Ed Kuharski of Green Design Studio graciously donated his architectural skills. Feeding the State Street Family and Stone Soup are non-profits that provide outreach and support to future Stewards and work in partnership with OMI. The Madison Fire Department provided the donation of smoke and carbon monoxide detectors and fire extinguishers. OMI has also partnered with the LaFollette Highschool to have high school students build the shells for three more Tiny Homes. Community partnerships are constantly in progress for OMI.

9. Proposed Timeline for Implementation:

Activity	Estimated Start and Completion Dates
Ongoing fund raising efforts	
OM Grow and OM Goods program expansions	April to September 2015
Finalize building design	August 2015
Obtain bids	September 2015
Award construction contract	September 2015
Obtain occupancy permit for 6 more Tiny Homes	November 2015

10. Funding: (500 characters each)

a) What other funding have you sought and/or received to support this project?

Since the incorporation of this organization in December 2012, Occupy Madison, Inc., has developed many different methods of raising funds. Based on this prior experience, our annual budget includes the following methods and amounts of expected fund raising:

Fund raising events/general donations:\$16,562, Internet/website \$23,800; OM Goods \$7,900
Major donors \$10,000, Raffle \$5,000, Crowdfunding \$20,000, for a total of \$83,262.

b) Do you anticipate future funding needs from City sources associated with this proposal? Please describe.

No, this is the amount of funds needed to complete the build out of the 304 N Third Street Tiny Home Village. Depending on our experience with this location, we may seek opportunities to develop similar villages at other locations. OMI's current budget covers all the costs of sustaining the Village through general fund raising events, donations, and the OM Goods program. Any additional funds that are raised then are applied to the further expansion of the spaces available for Tiny Homes.

c) Has your organization received funding from the City of Madison Community Development Division, City of Madison CDBG office, Community Services, the Emerging Opportunities Program or the former Emerging Neighborhoods Program in the last 5 years?

Yes No

11. Budget:

Summarize your project budget by estimated costs, revenue, and fund source.

BUDGET EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CITY \$ REQUESTED	AMOUNT OF NON-CITY REVENUES	SOURCE OF NON-City FUNDED PORTION
A. Personnel Costs (Complete Personnel chart below)				
1. Salaries/Wages (show detail below)				

BUDGET EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CITY \$ REQUESTED	AMOUNT OF NON-CITY REVENUES	SOURCE OF NON-City FUNDED PORTION
2. Fringe Benefits and Payroll Taxes				
B. Program Costs				
1. Program supplies and equipment	13,000		13,000	fund raising
2. Office Supplies				
3. Transportation				
4. Other (explain)	116,462	\$50,000	66,462	fund raising
C. Space Costs				
5. Rent/Utilities/Telephone	3,800		3,800	fund raising
6. Other (explain):				
D. TOTAL (A + B + C)	133,262	50,000	83,262	

Explanation of "Other" expenses: (500 characters)

Other program costs:

Debt service costs	\$15,862
Cleaning supplies	600
Building construction	100,000
Total	\$116,462

12. Personnel Chart: Please list all paid staff that will be working on the proposed program/project.

Title of Staff Position	F.T.E.*	Proposed Hourly Wage*
Volunteers 10,000 hours annually	5	\$volunteers
		\$
		\$
		\$
		\$
TOTAL	5	

*FTE = Full Time Equivalent (1.00, .75, .50, etc.) 2080 hours = 1.00 FTE Please identify FTE that will be spent in this project.

***Note: All employees involved in programs receiving City of Madison funds must be paid the established Living Wage as required under City of Madison Ordinance 4.20. Effective January 1, 2015 – December 31, 2015, the Living Wage will be \$12.62 per hour.**

13. Fiscal Agent Relationship (if applicable): If applicant organization is not a 501c (3) this section must be completed. If applicant is a 501c (3) please skip to the Signature Page.

Fundamental expectations of the Fiscal Agent and Applicant relationship:

- The Fiscal Agent should read the EOP application and have some confidence that the applicant agency will be able to successfully implement the proposed project or program.
- The Fiscal Agent will accept allocated funds from the City of Madison for the identified program or project and reimburse the applicant for expenses incurred performing the work of the contracted program.
- The Fiscal Agent and the applicant agency will decide who will provide and purchase the necessary insurance coverage for the identified program.
- The Fiscal Agent will ensure that the funded project or program is in compliance with City of Madison Purchase of Service Contract requirements, including but not limited to Living Wage requirements, Non Discrimination and Affirmative Action, and equal benefits protections.

Applicant is expected to provide the Fiscal Agent with the Fiscal Agent Commitment Form. Please indicate date and staff person that received this form.

Date:

Staff person:

Position:

Telephone Number:

-SIGNATURE PAGE-

1. Affirmative Action:

If funded, applicant hereby agrees to comply with City of Madison Ordinance 39.02 and file either an exemption or an Affirmative Action Plan with the Department of Civil Rights. A model Affirmative Action Plan and instructions are available at <http://www.cityofmadison.com/dcr/aaplans.cfm>.

2. Living Wage Ordinance:

All employees involved in programs supported by City of Madison funds must be paid the established Living Wage as required under City of Madison Ordinance 4.20. Effective January 1, 2015 through December 31, 2015 the Living Wage will be **\$12.62** per hour. For more information on Living Wage requirements, go to <http://www.cityofmadison.com/finance/wage/>.

3. City of Madison Contracts:

If funded, applicant agrees to comply with all applicable local, State and Federal provisions. A sample contract that includes standard provisions may be obtained by contacting the Community Development Division at (608) 266-6520.

If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected agency.

4. Signature:

(Any applications submitted without a signature will be considered incomplete and will not be considered for funding.)

Applicant Signature:

Enter Name: Anne Waymouth

By entering your initials
in the box,

AWW

You are electronically signing your name and agreeing to the terms above.

Date: 3/19/2015