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# City of West Allis Matter Summary

7525 W. Greenfield Ave.  
West Allis, WI 53214

File Number	Title	Status
R-2003-0120	Resolution	In Committee
Resolution approving Subgrantee Agreement by and between the City of West Allis and Interfaith-West Central, for support of the Frail Elderly Home Services Project funded by 2003 Community Development Block Grant Funds in the sum of approximately \$49,500.		
Introduced: 04/02/2003		Controlling Body: Administration & Finance Committee

### COMMITTEE RECOMMENDATION

*Adoption*

MOVER: *Reinke* AYES *5* NOES *0*

SECONDER: *Lajsi* EXCUSED *—*

COMMITTEE ACTION DATE *4-2-03*

### SIGNATURES OF COMMITTEE MEMBERS

*[Signature]* Chair

*[Signature]* Vice-Chair

### COMMON COUNCIL ACTION *adopted*

FINAL ACTION DATE *4-2-03*

MOVER: *Czaplewski*

SECONDER: *Barczak*

	AYE	NO
1. Barczak	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Czaplewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Kopplin	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Lajsi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Murphy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Narlock	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Reinke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Sengstock	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Trudell	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Vitale	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TOTAL	<u><i>9</i></u>	<u><i>0</i></u>



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## Resolution

**File Number: R-2003-0120**

**Final Action:**

Resolution approving Subgrantee Agreement by and between the City of West Allis and Interfaith-West Central, for support of the Frail Elderly Home Services Project funded by 2003 Community Development Block Grant Funds in the sum of approximately \$49,500.

WHEREAS, funding has been reserved for Interfaith-West Central from the Community Development Block Grant Activity Request Form to provide support for the Frail Elderly Home Services project; and,

WHEREAS, the aforesaid Project is eligible for Community Development Block Grant funds.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that the Subgrantee Agreement, a copy of which is attached hereto and incorporated herein by reference, by and between the City of West Allis and Interfaith-West Central to provide support for the Frail Elderly Home Services project is hereby approved.

BE IT FURTHER RESOLVED that the sum of approximately Forty-nine Thousand Five Hundred Dollars (\$49,500) be and is hereby appropriated from the Community Development Block Grant Funds to pay the liability that will be incurred under the aforesaid Agreement by the City.

BE IT FURTHER RESOLVED that the Director of Development, or his designee, be and is hereby authorized to execute and deliver the aforesaid Subgrantee Agreement on behalf of the City.

BE IT FURTHER REOLVED that the City Attorney be and is hereby authorized to make such non-substantive changes, modifications, additions and deletions to and from the various provisions of the Agreement, including any and all attachments, exhibits, addendums and amendments, as may be necessary and proper to correct inconsistencies, eliminate ambiguity and otherwise clarify and supplement said provisions to preserve and maintain the general intent thereof, and to prepare and deliver such other and further documents as may be reasonably necessary to complete the transactions contemplated therein.

cc: Department of Development  
Chris Phinney, Grant Accounting Specialist

h\r\Dev-R-290-4-2-03\jmg

ADOPTED

April 2, 2003

Paul M. Ziehler

Paul M. Ziehler, Acting City Clerk/Treasurer

APPROVED

April 4, 2003

Jeannette Bell

Jeannette Bell, Mayor

**Subgrantee Agreement - Part 1**

CONTRACT FOR SERVICES

CONTRACT NO. 20331

City of West Allis  
COMMUNITY DEVELOPMENT  
BLOCK GRANT PROGRAM

DATE OF AWARD

Distribution:

Original - Department of Development

Copy 1 - Contractor

SERVICE DESCRIPTION (General): Interfaith-West Central (see Exhibit "A")  
TIME OF PERFORMANCE: January 1, 2003 to December 31, 2003  
TOTAL AMOUNT OF CONTRACT: Forth Nine Thousand, Five Hundred Dollars (\$49,500)

THIS AGREEMENT, entered into by and between Interfaith West Central (hereinafter referred to as the "CONTRACTOR"), and the City of West Allis, a municipal corporation of the State of Wisconsin (hereinafter referred to as the "CITY").

Performance and schedules will be approved by John F. Stibal, Director, Department of Development, (or his designee), of the City of West Allis, Department of Development.

Work may commence in accordance with the terms and conditions of this Contract on January 1, 2003, provided the grant agreement for the Community Development Block Grant (CDBG) program from the U.S. Department of Housing and Urban Development has been executed by the City of West Allis or the Common Council of the City of West Allis has established other temporary appropriation authority for the City's CDBG Program.

WITNESSETH THAT:

WHEREAS, The CONTRACTOR represents itself as being capable, experienced and qualified to undertake and perform those certain services, as hereinafter set forth, as are required in accomplishing fulfillment of the obligations under the terms and conditions of this Contract as an independent contractor and not as an employee of the CITY.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

- I. **RETENTION OF SERVICES AND REQUIREMENTS.** The CITY hereby agrees to engage the CONTRACTOR and the CONTRACTOR hereby agrees to personally perform, as an independent contractor and not as an employee of the CITY, the services hereinafter set forth, all in accordance with the terms and conditions of this Contract. CONTRACTOR, agrees time is of the essence and will meet all deadlines, any schedules as herein set forth, and is required to:



- A. Do, perform, and carry out in a satisfactory, timely, and proper manner, the services delineated in this Contract.
  - B. Comply with requirements listed with respect to reporting on progress of the services, additional approvals required, and other matters relating to the performance of the services.
  - C. Comply with time schedules and payment terms.
- II. SCOPE OF SERVICES. In accordance with the CITY's Final Statement of Community Development Objectives and projected use of funds for the Community Development Block Grant Program as approved under Resolution No. 27179, incorporated herein by reference, and all applicable Community Development Program Regulations promulgated by the U.S. Department of Housing and Urban Development (hereinafter referred to as "HUD") under Title I of the Housing and Community Development Act of 1974 (as amended), the CONTRACTOR shall in a satisfactory, timely and proper manner, undertake and complete the following activities eligible under the Community Development Block Grant Program as set forth in the attached Exhibit A which is attached hereto and made a part hereof. The CONTRACTOR certifies that the activities carried out in Exhibit A with funds provided under this Agreement will meet one or more of the CDBG program's National Objectives – 1)benefit low/moderate income persons, 2) aid in the prevention or elimination of slums or blight, 3) meet community development needs having a particular urgency – as defined in 24 CFR Part 570-208. Any Budget Amendment or Activity Report Amendment to be considered by the CITY from the CONTRACTOR must be submitted no later than ninety (90) days prior to the expiration of this Contract.
- III. Availability of Funds
- A. This contract award is 100% funded under the Federal-Community Development Block Grant Program. Thus, should the availability of federal funds be reduced, the CITY and the CONTRACTOR agree that the City of West Allis's Department of Development can modify and reduce either the CONTRACTOR's compensation (as listed on page 1 as the "Total Amount of Contract") or the CONTRACTOR's program year or both. (The Department of Development will notify the CONTRACTOR of such reduction).
  - B. In the event of such modification or reduction, the parties shall agree upon the portions of the contract to be reduced or modified.

IV. NOTICES. Any and all notices shall be in writing and deemed served upon depositing same with the United States Postal Services as "Certified Mail, Return Receipt Requested," addressed to the CONTRACTOR at:

Name Patricia L. McCarty Address 1236 S. 115<sup>th</sup> ST, WA 53214.

and to the CITY at:

Department of Development  
West Allis City Hall  
7525 West Greenfield Avenue  
West Allis, Wisconsin 53214

Attention: John F. Stibal, Director

All other correspondence shall be addressed as above, but may be sent "Regular Mail" and deemed delivered upon receipt by the addressee.

V. TIME OF PERFORMANCE. The services to be performed under the terms and conditions of this Contract shall be in force and shall commence on January 1, 2003, and shall be undertaken and completed in such sequence as to assure its expeditious completion in the light of the purposes of this Contract, but in any event all of the services required hereunder shall be completed as indicated on page 1 under "Time of Performance", which is the termination date of this Contract. In addition to all other remedies inuring to the CITY should the Contract not be completed by the date specified in accordance with all of its terms, requirements and conditions therein set forth, the CONTRACTOR shall continue to be obligated thereafter to fulfill CONTRACTOR's responsibility to amend, modify, change, correct or expand thereon until the Contract is fully completed.

VI. CONDITIONS OF PERFORMANCE AND COMPENSATION.

- A. Performance The CONTRACTOR agrees that the performance of CONTRACTOR's work, services and the results therefore, pursuant to the terms, conditions and agreements of this Contract, shall conform to such recognized high professional standards as are prevalent in this field of endeavor and like services.
- B. Place of Performance. The CONTRACTOR shall conduct CONTRACTOR's services in the following areas: Refer to Section H of Exhibit A
- C. Compensation. The CITY agrees to pay, subject to the contingencies herein, and the CONTRACTOR agrees to accept for the satisfactory performance of the services under this Contract the maximum as indicated on page 1 under "Total Amount of Contract", inclusive of all expenses, it being expressly understood and agreed that in no event will the total compensation to be paid hereunder exceed said maximum sum for all of the services required.

- D. Additional Fringe or Employee Benefits. The CONTRACTOR's fringe benefits shall not exceed the fringe benefits to which CITY salaried employees are entitled to or are receiving.
- E. Taxes, Social Security, and Government Reporting. Personal income tax payments social security contributions, insurance and all other governmental reporting and contributions required as a consequence of the CONTRACTOR receiving payment under this Contract shall be the sole responsibility of the CONTRACTOR.
- F. Reports. Contractor agrees to submit to City, within 30 days following the each quarter, a quarterly report narrative activity report and a financial report detailing the expenditure of funds provided to Contractor hereunder. Such report shall be a format acceptable to the City Finance Department and Department of Development.
- G. Program Income. Program Income means gross income received by Contractor directly generated from the use of C.D.B.G. funds. When such income is generated by an activity that is only partially assisted with C.D.B.G. funds, the income shall be prorated to reflect the percentage of C.D.B.G. funds used. Program income shall be reported on the quarterly financial statement and shall be used only for activities included in the statement of work made part of this Agreement.

(Signatures on next page)

CITY OF WEST ALLIS,  
A Municipal Corporation

CONTRACTOR

By: Jeannette Bell  
Jeannette Bell, Mayor  
Date: April 9, 2003

By: Patricia X. McCartan  
Title: Director  
Date: 4/15/03

Countersigned:

By: Paul M. Ziehler  
Paul M. Ziehler, City Administrative Officer  
Date: 4/4/03

Witness:

\_\_\_\_\_

Examined and approved as to form  
and execution this \_\_\_\_\_ day of  
\_\_\_\_\_, 2003.

\_\_\_\_\_  
Scott Post, City Attorney

CERTIFICATE RE: CORPORATION

I, \_\_\_\_\_ certify that I am the \_\_\_\_\_ (Official Capacity)  
of the above CONTRACTOR named herein; that \_\_\_\_\_, who executed this  
Contract on behalf of the CONTRACTOR was then \_\_\_\_\_ (Official  
Capacity of Signatory) of said corporation, and in said capacity, duly signed said Contract for  
and on behalf of said corporation, being duly authorized so to do under its bylaws or is authorized so to do by  
action of its duly constituted board, all of which is within the scope of its corporate powers.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_.

\_\_\_\_\_  
Signature and/or Seal  
(Signature MUST accompany if seal is used)



## SECTION TWO-STATUTORY REQUIREMENTS

This agreement is funded, in whole or in part, with Federal Community Development Block Grant Funds. The Sub-Recipient will fully comply with the following statutes, laws, rules, regulations and other requirements during the term of the Agreement.

### I. Non-Discrimination.

A. Title VI of the Civil Rights Act of 1964 (Pub. L. 86-352), and implementing regulations issued at 24 CFR Part 1, which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, denied the benefits of or otherwise subjected to discrimination under any program or activity for which the person receives federal financial assistance and will immediately take measures necessary to effectuate this assurance.

B. Section 109 of the Housing and Community Development Act of 1974, as amended, and the regulations issued at 24 CFR 570.601, which provide that no person in the United States shall, on the grounds of race, color, national origin or sex, be excluded from participation in, denied the benefits of or subject to discrimination under any program or activity funded in whole or in part with funds provided under 24 CFR Part 570.

C. Section 504 of the Rehabilitation Act of 1973, as amended (Pub. L. 93-112), and implementing regulations of 24 CFR Part 8. Section 504 provides that no qualified handicapped person shall, on the basis of handicap, be excluded from participation in, denied the benefits of or otherwise subjected to discrimination under any program or activity which received or benefits from federal financial assistance.

D. The Fair Housing Act (42 U.S.C. 3601-3619), the Fair Housing Act implementation regulations, Executive Order 11063 and implementing regulations issued at 24 CFR Part 107.

II. Equal Employment Opportunity. (All Projects exceeding \$10,000). Executive Order 11246, as amended by Executive Order 11375, and as supplemented in Department of Labor Regulations (41 CFR Part 60).

A. The Sub-Recipient will not, in carrying out the Project, discriminate against any employee because of race, color, religion, sex, handicap or national origin. It will take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment without regard to their race, color, religion, sex, handicap or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Sub-recipient shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by HUD setting forth the provisions of this non-discrimination clause.

B. The Sub-recipient will, in all solicitations or advertisements for employees placed by or on its behalf, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, handicap or national origin.

C. The Sub-recipient will incorporate the foregoing requirements of this section in all of its contracts for Project work, except contracts for standard commercial supplies or raw materials or contracts covered under 24 CFR Part 570 and will require all of its contracts for such work to incorporate such requirements in all subcontracts for work done with funds provided under 24 CFR Part 570.

III. Employment Opportunities For Low Income Residents. Section 3 of the Housing and Urban Development Act of 1968, as amended, and implementing regulations at 24 CFR Part 135, requiring that to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the Project area and contracts for work in connection with the Project be awarded to eligible business concerns which are located in or owned in substantial part by persons residing in the area of the Project.

IV. Age Discrimination Prohibited. The Age Discrimination Act of 1975, as amended, (Pub. L. 94-135), and implementing regulations (when published for effect).

V. Drug-Free Work Place. Sub-recipient certifies that it will provide a drug-free work place and will otherwise comply with the Drug-Free Work Place Act of 1988, as amended, and the regulations promulgated thereunder.

VI. Federal Management and Budget Requirements and Procurement Standards.

A. The regulations, policies, guidelines and requirements of OMB Circular Nos. A-102, Revised, and A-87, as they relate to the acceptance and use of federal funds under 24 CFR Part 570.

B. All requirements imposed by HUD concerning special requirements of law, program requirements and other administrative requirements approved in accordance with OMB No. A-102, Revised.

C. OMB Circular A-110.

VII. Environmental Review. Sub-recipient's chief executive officer or other officer of the Sub-recipient will cooperate with the City in carrying out the following:

A. Consents to assume the status of a responsible federal official for environmental review, decision making and action pursuant to the National Environmental Policy Act of 1969, and the other authorities listed in Part 58, insofar as the provisions of such act or other authorities apply to 24 CFR Part 570.

B. Is authorized and consents on behalf of the Borrower and himself/herself to accept the jurisdiction of the federal courts for the purpose of enforcement of his/her responsibilities as such official.

C. Prohibition against the use of Lead-Based Paint.

VIII. Historic Preservation. Sub-recipient will comply with the requirements for historic preservation, identification and review set forth in section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469a, et seq.), regulations of the Advisory Council on Historic Preservation at 36 CFR 801, and any other regulations promulgated pursuant to section 21 of the Housing and Community Development Act of



1974, as amended.

IX. Relocation. The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, implementing regulations at 24 CFR Part 42, and the special provisions of section 570.457, concerning the relocation of residential tenants not covered by the Uniform Act.

X. Labor Standards. The labor standards requirements as set forth in section 570.605 and HUD regulations issued to implement such requirements.

XI. Flood Insurance. The flood insurance purchase requirements of section 102(a) or the Flood Disaster Protection Act of 1973 (Pub. L. 93-234).

XII. Facilities. The Sub-recipient will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Project are not listed on the Environmental Protection Agency's (EPA) list of violating facilities, and that it will notify HUD of the receipt of any communication from the Director of the EPA Office of Federal Activities, indicating that a facility to be used in the Project is under consideration for listing by the EPA.

XIII. Davis-Bacon. The Project may be subject, in whole or in part, to Federal Fair Labor Standards provisions in accordance with the Davis-Bacon Act (as amended at 40 U.S.C. section 276a-276a-5), the Copeland Anti-Kickback Act, and the Contract Work Hours and Safety Standards Act, implementing regulations issued at 29 CFR Parts 1,3,5, and 7 and 24 CFR Part 570.603, and HUD Form 4010 Federal Labor Standards Provisions, incorporated herein by reference. The Sub-recipient will agree that any such work will be done in accordance with such laws, regulations, and provisions.

XIV. As a general rule, per CFR 24, Part 570.200(j)(3), CDBG funds may be used for eligible public services to be provided through a primarily religious entity, where the religious entity enters into an agreement with with the recipient or subrecipient from which the CDBG funds are derived that, in connection with the provision of such services:

- (i) It will not discriminate against any employee or applicant for employment on the basis of religion and will not limit employment or give preference in employment to persons on the basis of religion;
- (ii) It will not discriminate against any person applying for such public services on the basis of religion and will not limit such services or give preference to persons on the basis of religion;
- (iii) It will provide no religious instruction or counseling, conduct no religious worship or services, engage in to religious proselytizing, and exert no other religious influence in the provision of such public services.

XV. Fraud. The Sub-recipient has not knowingly and willingly made or used a document or writing containing any false, fictitious or fraudulent statement or entry. it is provided in 18 U.S.C. 1001 that whoever does so within the jurisdiction of any department or agency of the United States shall be fined not more than Ten Thousand Dollars (\$10,000) or imprisoned for not more than five (5) years, or both.

XVI. Remedies for Noncompliance. In the event of Sub-recipient's noncompliance with any of the provisions of these General Conditions, the City shall impose such sanctions as it may determine to be appropriate, including, but not limited to:

- A. Withholding of payment of funding under the Agreement until Sub-recipient complies; and/or
- B. Immediate cancellation, termination or suspension of the Agreement, in whole or in part.
- C. Other remedies that may be legally available.

XVII. Section 3 Clause.

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with



persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Severability Clause. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

XVIII. Reversion of Assets. Contractor agrees that upon termination or expiration of the Agreement, Contractor shall transfer to City all Community Development Block Grant funds on hand at that time as well as any accounts receivable attributable to the use of Community Development Grant funds. Contractor also agrees that any real property under Contractor's control that was acquired or improved in whole or in part with Community Development Block Grant funds is:

A. With written permission of City, retained by Contractor and used to meet the Community Development Block Grant objectives for such a period of time as agreed to between City and Contractor; or

B. Transferred to City for disposition in accordance with Community Development Block Grant Program regulations; or

C. Disposed of in a manner which results in City being reimbursed in the amount of the current fair market value of the property less any portion thereof attributable to expenditures of non-Community Development Block Grant funds for acquisition of, or improvement to, the property. Contractor agrees that upon expiration or termination of the agreement, Contractor shall transfer to City all C.D.B.G. funds on hand at the time of expiration.

XVIV. Access to Books. Contractor agrees to maintain, make available and provide access to all books, documents, papers and records relating to this agreement to City, the U.S. Department of Housing and Urban Development, Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of making audits, examinations, excerpts and transcriptions therefrom.

XX. Retention of Records. Contractor agrees to retain all records relating to this Agreement for no less than three years following the final payment hereunder.

# EXHIBIT A

# City of West Allis CDBG Project Application Funding Year 2003

## Section A: Primary Information

- 1. Applicant/Organization: Interfaith West Central
- 2. Project Title: Frail Elderly Home Services
- 3. Project Description: (Limit 180 characters. Please note that this description will be used in all reports)  
Staff and volunteers provide services to older adults in order to help them remain in their homes safely. Services include transportation, information and referral, minor home repair, telephone and friendly in home visits.
- Applicant/Organization Mailing Address: 1236 S. 115<sup>th</sup> Street, West Allis, WI 53214
- 5. Primary Contact Person: Pattie McCartan
- 6. Phone Number: (414) 774-1747

## Section B: Summary Budget

Complete Section G before completing this section.

1. Total Salary & Fringe Benefits Costs (Form 1, Line 3)	\$ <u>46,182</u>
2. Total Staff Support Costs (Form 1, Line 16)	\$ <u>8,441</u>
3. Total Consultant Costs (Form 1, Line 21)	\$ _____
4. Total Capital Costs (Form 1, Line 25)	\$ _____
5. Total Request (Must Equal Sum of Lines 1-4)	\$ <u>54,623</u>

Will prior year funds be spent on this project? Y  X  N \$ \_\_\_\_\_ Amt.

Did this project previously receive funding through the City of West Allis CDBG Program?

If yes, please include years and amount funded. 2002- \$45,000 2001- \$35,600 2000- \$35,600 1999- \$28,773 1998- \$25,690 1997- \$12,000 1996- \$11,500 1995- \$8,200 1994- \$8,200

Do you anticipate this funding request to be:

- One Time Only
- Indefinite, Future City CDBG funding may be sought

**Section C: Type of Applicant: (Please Check One)**

- City Department
- Non-Profit Organization
- Religious Organization
- Educational Institution
- Special Governmental District (School District, etc.)
- Economic Development Corporation
- Other (describe) \_\_\_\_\_

**Section D: Project Category:** \_\_\_\_\_ public services \_\_\_\_\_

Please refer to the Appendix (pages 13-16) if help is needed in determining your project category.

**Section E: National Objective to be Met and Project**

**Eligibility Justification:** low/mod income clientele benefit

Please refer to the descriptions of National Objectives provided in the Appendix (pages 13-16) to determine the appropriate National Objective for your proposed project.

**Please Provide the Appropriate Justification for Your Selected National Objective in the Space Provided Below.**

Interfaith West Central Older Adult Programs serves people who are elderly. Elderly will comprise 100% of the clients funded through this program. The population we serve (elders in West Allis) is older than the county or state average with over 1 out of 5 residents being age 60 or older and 1 out of 10 residents being age 75 and older. One of the fastest growing populations is the group of individuals age 85 or older, typically described as “frail elderly”.



## **Section F: Proposal Description**

In the space provided below describe the specific activity for which City of West Allis CDBG funds are being sought. This should be described in some detail sighting the National Objective that will be met. If the activity is a service, describe the service, the intended beneficiaries, and the intended result. If the activity is a physical improvement, describe what it is that will be improved, how the improvement will be made, who will benefit from the improvement, and what will be the desired result. Finally, describe the need(s) in the community that your proposed project is designed to address. Include **benchmarking** techniques you will use to measure your project's progress toward its intended goals. The following will be presented to the Block Grant Committee for project selection.

Interfaith West Central Older Adult Programs provides informal support services to older adults in this community. Services are delivered by staff and volunteers. The staff provides in-home assessments, case plan development and assists with service implementation. Information, referrals and assistance are provided by telephone, mail and in person from two locations (1236 S. 115 St. and 7001 W. National Av.) Monday through Friday by staff members. Volunteers are recruited to provide additional services including transportation, shopping, minor repairs, home visits and telephone visits. The intended result is for older people to have the support they need to live in the community. Interfaith West Central fills the mission with the support of diverse congregations, individuals and businesses and by collaborating with other programs and agencies that serve older adults.

According to the 2000 Census, 19.4% of West Allis residents are 62 and older, 17.2% are 65 and older, 2.7% are 85 and older. As these people age, more informal services (the kind of help neighbors provide one another) will be necessary to assist people who have little support from family, friends or neighbors. The trend in long term care, as evidenced by Wisconsin's new Family Care program, is to provide that care to people in their homes rather than in institutions whenever possible.

Bi-Monthly reports are prepared showing the number of older adults served, the demographic of those served and the number and types of services provided. These are submitted every other month to the City of West Allis.

## **Section G: Project Location**

In the space below identify the specific location of the proposed project. If the activity is site specific, provide the street address of the activity or some other readily recognizable description. If the activity is a service, provide the address of the site or sites from which the service will be provided. If needed, please use the Census Tract and Block Group Maps found in the Appendix (pages 17-19).

City of West Allis to older adult residents, in their homes

## **Section H: Project Service Area**

In the space below specifically describe the service area of the project. You may use street boundaries, census tract information, or other recognizable boundaries of the service area. A service area may differ substantially from the project's specific location as reported above. A service area is where the project beneficiaries come from, where residents using the facility live, or that area a planning study covers. If a proposed project will provide a service that is available to residents throughout West Allis simply state that the project is City-wide. Use the Census Tract and Block Group Maps in the Appendix (pages 17-19).

City of West Allis- City-Wide



3. Ethnicity of projected number of total beneficiaries described.  
The most recent U.S. Bureau of Census Data may be used.

Category	% per 1990 census data		Total
White, non-Hispanic	96%		534
Black, non-Hispanic	3%		2
American Indian or Alaskan Native	less than 1%		
Hispanic	1%		13
Asian	less than 1%		1
Pacific Islander	less than 1%		
Female Head of Household			467

4. Fill in the data that applies to the one "presumed benefit" clientele your project will serve. The total of these categories should be the same amount indicated on the prior page in the accomplishment area. Complete Male and Female data only if figures are available. If your project does not serve a "presumed benefit" you do not have to fill in any data.

Category	Male	Female	Total
Abused Children			
Battered Spouses			
Elderly	125	425	550
Severely Disabled Adults			
Homeless			
Illiterate Adults			
Persons Living with AIDS			

## Section J: Proposed Use of Funds

### Schedule 1A: Staff Positions and Payroll Costs

Position Title	Existing or New Position?	Average Annual Salary	Total Salary	% Effort	Cost to Project
Director	Existing	\$32,264	\$43,423	65%	\$28,224
Program Assistant	Existing	\$15,756	\$16,757	65%	\$10,892
Budget Counselor /Transport Specialist	New	\$10,872	\$10,872	65%	\$7,066

Fringe benefits can include Social Security Tax (employer's share), pension, employer's share of employee's annuity payments, worker's compensation, and health, life, and unemployment insurance.

TOTAL:

1. Salaries	\$ 36,654.65
2. Fringe Benefit Costs	\$9,527.35
3. Total Salary & Benefits	\$46,182.00

### Schedule 1B: Support Costs

#### LINE ITEMS

4. Rent	\$ 0
5. Maintenance Service	\$ 0
6. Telephone/telecommunications	\$ 1500
7. Office materials/supplies	\$ 700
8. Postage	\$ 2800
9. Duplicating/printing	\$ 1400
10. Books/periodicals	\$
11. Mileage (3300 miles @ \$. 36 mile)	\$ 772
12. _____	\$

#### EXPLAINED/IDENTIFIED ITEMS (Describe Each)

14. Office Furniture/business equipment	\$ 869
15. Travel	\$ 400
16. Total Support Costs	\$ 8441





## Section K: Sources of Funds

Identify all of the anticipated funding (including CDBG) to complete the project.

<u>Project Year 1</u>		
<u>Sources</u>	<u>Tentative/Committed</u>	<u>Amount/Value</u>
1. Supporting Congregations	tentative	\$21,000
2. Contributions	tentative	\$5,000
3. CDBG		\$54,623
4. _____		
5. _____		
Total Year 1 Project Budget		<u>\$80,254</u>

<u>Project Year 2</u>		
<u>Sources</u>	<u>Tentative/Committed</u>	<u>Amount/Value</u>
1. _____		\$
2. _____		\$
3. _____		\$
4. _____		\$
5. _____		\$
Total Year 2 Project Budget		\$

<u>Project Year 3</u>		
<u>Sources</u>	<u>Tentative/Committed</u>	<u>Amount/Value</u>
1. _____		\$
2. _____		\$
3. _____		\$
4. _____		\$
5. _____		\$
Total Year 3 Project Budget		\$

Total Project Budget      \$ \_\_\_\_\_

## Section L: Certification

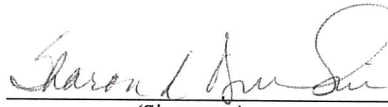
Applicants other than the City of West Allis Departments **MUST COMPLETE THE FOLLOWING!**

I, Sharon Durski, President  
(Chief Elected Officer of Board of Directors) (Your Title)

of Interfaith West Central  
(Name of Your Organization)

do hereby attest to and certify the following:

1. This application has been considered by the Board of Directors of this organization, and the Board, in a meeting of its quorum on the Date of July 17, 2002, authorized by a majority vote the submission of this Application to the City of West Allis Community Development Block Grant Program.
2. The Board of Directors has authorized this organization to accept any funds granted by the City for this Application, and to implement the purposes of this Application it is herein described.
3. The Board of Directors has been informed of this and recognizes that this Application shall be operated in accordance with all relevant Federal, State, County and municipal legislation, codes, ordinances, or other controlling regulations, and furthermore, the Board recognizes and accepts whatever directions the City makes to ensure compliance with these.
4. The Board of Directors of this organization has considered and recognizes that the primary objectives of the Community Development Block Grant Program is the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. The Board of Directors shall ensure that this Application, if accepted, shall be implemented consistent with this object.
5. This organization has the administrative capacity, financial accounting capability, and legal authority to carry out the Application.



(Signature)

July 23, 2002

(Date)



## **Section M: Final Instructions**

**Applicants other than City of West Allis Departments MUST SUBMIT THE FOLLOWING WITH THIS APPLICATION:**

1. One copy of the Sponsor's current Articles of Incorporation and By-Laws (If your organization has submitted these to the City of West Allis Community Development Program in a previous year, and they have not changed, it is not necessary to resubmit them at this time.
2. A list of the current Board of Directors including name, address, and identification of officers.
3. One copy of the applicant's most recent financial statement.
4. If you are going to use funds requested in this Application for rehabilitation or other permanent improvements to a building, or grounds adjacent to it, and that building is leased, you must submit a copy of the existing lease with your Application.

# Appendix

## I. Project Category Reference (HUD Matrix Codes)

### 01. Acquisition of Real Property

Acquisition in whole or in part by the recipient, or other public or private nonprofit entity, by purchase, long-term lease, donation, or otherwise, of real property (including air rights, water rights, rights-of-way, easements, and other interests therein) for any public purpose.

### 02. Disposition

Disposition, through sale, lease, donation, or otherwise, of any real property acquired with CDBG funds, or its retention for public purposes, including reasonable costs of temporarily managing such property or property acquired under urban renewal.

### 03. Public Facilities and Improvements

Acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements carried out by the recipient or other public or private non-profit entities, including the following:

Senior Centers, Handicapped Centers, Homeless Facilities, Youth Centers, Neighborhood Facilities, Parks and Recreational Facilities, Parking Facilities, Solid Waste Disposal Improvements, Flood Drain Improvements, Water Improvements, Street Improvements, Sidewalk, Child Care Centers, Tree Planting, Sewer Improvements, Health Facilities, Facilities for Abused and Neglected Children, asbestos Removal, Facilities for AIDS Patients, Operating Costs of Homeless/AIDS Patients Programs or other projects that provide reasonable justifications as a public facility or improvement.

### 04. Clearance and Demolition

Clearance, demolition, and removal of buildings and improvements, including movement of structures to other sites. Also includes clean-up of contaminated sites, Brownfields and clearance of dilapidated structures.

### 05. Public Services

Provisions of public services (including labor, supplies, and materials) which are directed toward improving the community's public services and facilities. IN general, purchase of equipment is considered a public service. Public service categories include the following:

Senior Services, Services for the Disabled, Legal Services, Homeless (subsistence) Services, Youth Services, Transportation Services, Substance Abuse Services, Battered and Abused Spouses, Employment Training, Crime Awareness/Prevention, Fair Housing Activities, Tenant Housing Activities, Tenant/Landlord Counseling, Child Care Services, Health Services,

Abused and Neglected Children, Mental Health Services, AIDS Patients, Screening for Lead Based Paint/Lead Hazards Poisoning, Security Deposits and other justifiable public services.

**14. Housing Rehabilitation**

Improvements to residential, commercial or industrial buildings through grants, loans, loan guarantees, interest supplements or other means. The following types of rehabilitation are included:

Single-Unit Residential, Multi-Unit Residential, Public Housing Modernization, Other Publicly-Owned Residential Buildings, Publicly or Privately-Owned Commercial/Industrial, Energy Efficiency Improvements, Acquisition for the Purpose of Rehabilitation, Rehabilitation Administration, and Lead-based Paint Hazards, Test and Abatement

**15. Code Enforcement**

Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of local codes, payment of costs associated with property inspection and follow-up action, such as legal proceedings.

**16. Historic Preservation**

CDBG funds may be used for the rehabilitation, preservation or restoration of historic properties, whether publicly or privately-owned. Historic properties are those sites or structures that are listed on or eligible to be listed on the National Register of Historic Places, listed in a State or local inventory of historic places, or designated as a State or local landmark or historic district by appropriate law or ordinance. Historic preservation, however, is not authorized for buildings for the general conduct of government. Category includes both residential and non-residential historic preservation.

**17. Commercial/Industrial Improvements**

The following types of improvements can be undertaken by the grantee directly or by non-profit organizations:

Land Acquisition/Disposition, Infrastructure Development, Building Acquisition, Construction or Rehabilitation, or other Commercial/Industrial Improvements.

**18A. Direct Economic Assistance to Private For-Profit Entities**

Provision of assistance to private, for-profit entities, when the assistance is appropriate to carry out an economic development project in the form of direct financial assistance and/or technical assistance and general support services/programs to owners of and persons developing microenterprises.

**18B. ED Direct Technical Assistance**

Activity that will provide technical assistance to for-profit businesses.

**18C. Micro-Enterprise Assistance**

Providing financial assistance, technical assistance, or general support services/programs to owners of and persons developing micro-enterprises.



## II. National Objective Descriptions

**Low/Moderate Income Area Benefit** - If an activity whose benefits are available to a specifically defined geographic area (service area) where 42.3 percent of the residents are of low and moderate income, you must provide evidence that this is, in fact, the case. Justification could be census data or some other reliable income information that is generally available. If a survey has been conducted as justification, submit a copy of the methodology used and the results with the application. The survey must be approved by HUD. If using census information, list the census tracts, block groups and corresponding populations to justify the qualification on page 5. (Census data is located in the appendix).

**Low/Moderate Income Clientele Benefit** - If you indicate that the specific clients or beneficiaries of your project will be 100% low and moderate income you must explain how you will restrict the participation and verify the income of persons participating. If the activity benefits a limited, identifiable clientele, at least 42.3 percent of whom can be shown to be low or moderate persons describe why you believe this will be the case by nature/location of the project indicate how you will assure sufficient low and moderate income participation if your project is funded in 840 characters or less. In order to meet this national objective your organization must limit activity exclusively to low and moderate income persons, require information on family size and income so that it is evident that at least 42.3 percent of the clientele are persons whose family income does not exceed the low and moderate income limit. If you intend to exclusively serve a clientele which is a presumed to be low and moderate income, indicate that client group and state that they will comprise 100% of the clients funded through your proposed project. (If your project will serve two types of presumed benefit clientele, such as homeless and battered spouses, use only the single category that best describes the objectives of your proposed project.) The presumed benefit categories are: abused children, handicapped persons, battered spouses, elderly persons (62 & over), homeless persons, illiterate persons, and migrant farm workers.

**Low/Moderate Income Household Benefit** - If your activity provides or improves permanent residential housing indicate how you will assure that at least 42.3% of the housing units will be occupied by low and moderate income households and how income will be verified. (If the structure in question contains two dwelling units, at least one must be occupied by a low and moderate income household).

**Low/Moderate Income Jobs Benefit** - If your activity is eligible because it creates jobs for low and moderate income persons explain how the job qualifications will not require special skills, work experience, training or education and how you will assure that at least 42.3% of the jobs created, computed on a full-time equivalent basis, will be filled by or available to low to moderate income persons. How will incomes be verified? What actions will you, the applicant, take to assure that low to moderate income persons receive first consideration for filling created jobs?

### **IF YOU INTEND TO USE ANY OF THE NATIONAL OBJECTIVES LISTED BELOW, PLEASE CONSULT WITH DEVELOPMENT DEPARTMENT STAFF.**

**Prevention or Elimination of Slum or Blight on a Area Basis** - Provide evidence that the project addresses prevention or elimination of slums or blight in an area by meeting the following three conditions:

- 1) the area is delineated as meeting the definitions of a slum, blighted, deteriorated or deteriorating area under state or local law;
- 2) throughout the area there is a substantial number of deteriorated or deteriorating buildings or the public improvements are in a general state of deterioration, and;
- 3) the activity addresses one or more of the conditions which contributed to the deterioration of the area.

**Prevention or Elimination of Slum or Blight on a Spot Basis** - This activity must address the elimination of blight or physical decay on a spot basis, through acquisition, clearance, relocation, historic preservation and/or blighting rehabilitation. Describe in detail those conditions that qualify this project. Include copies of cited building code violations or other official evidence of blight if available.

**Community Urgent Need (requires CDBG Staff and HUD approval)** - This activity must meet community development needs having a particular urgency. The activity must be designed to alleviate existing conditions which pose a serious and immediate threat to the health and welfare of the community; it must be of recent origin or recently become urgent, and the organization must be unable to finance the activity on its own and demonstrate that other sources of funding are not available.

### III. Low/Mod Income Levels

A table of the current definition of low and moderate income levels is provided in the table below. Please note that the income level is determined by family size. Any family where income can be shown to be at or below the level for the appropriate family size is considered to be a low and moderate income family. Any individual in a low and moderate income family is considered to be a low and moderate income person. If the project is approved the participants must complete beneficiary forms stating that their income does not exceed 30%, 50% or 80% of the median family income for Milwaukee County.

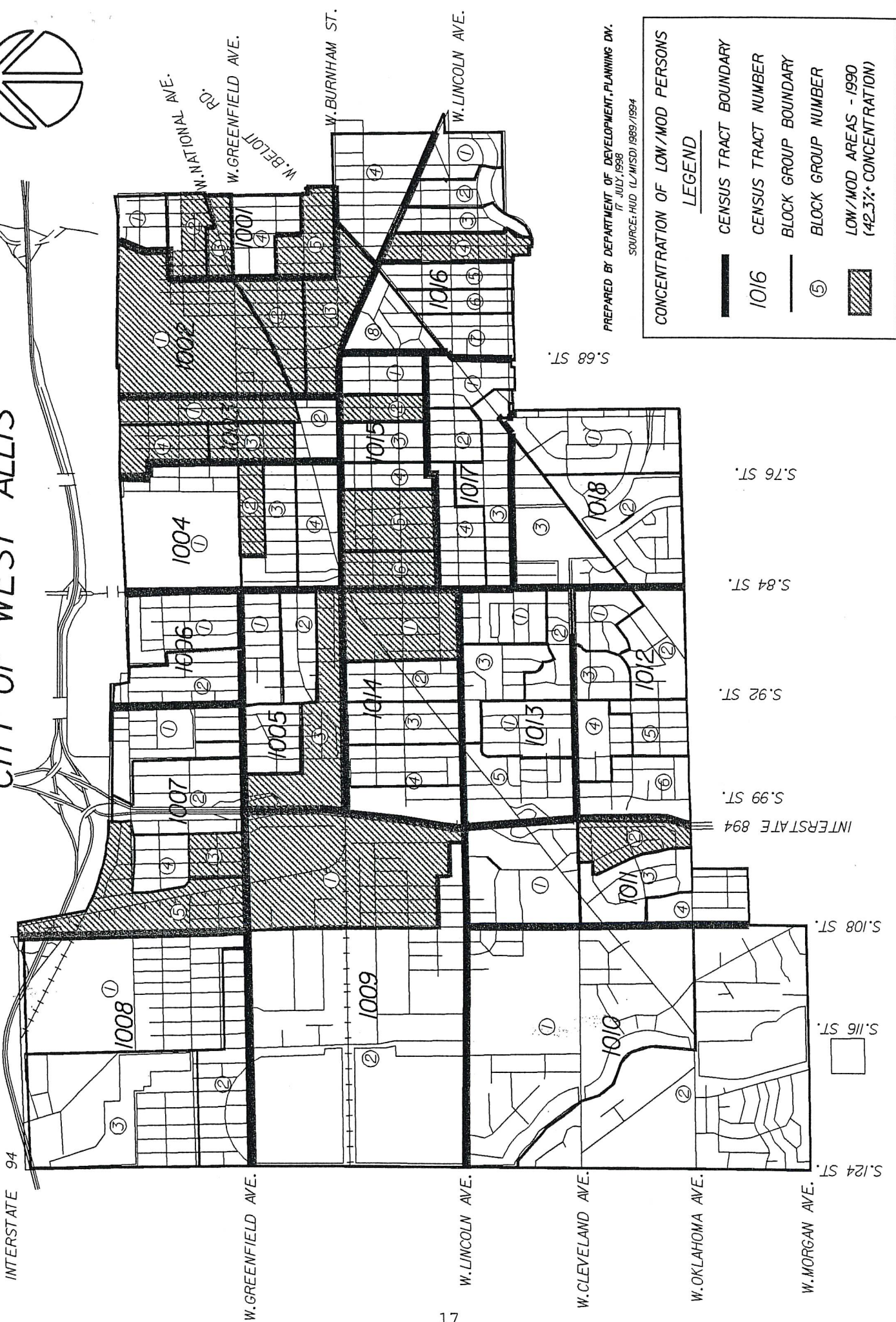
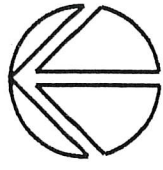
Family Size	1	2	3	4	5	6
30% of median	\$14100	\$16150	\$18150	\$20150	\$21750	\$23400
50% of median	\$23500	\$26900	\$30250	\$33600	\$36300	\$39000
80% of median	\$37650	\$43000	\$48400	\$53750	\$58050	\$62350

### IV. Maps Showing Concentrations of Low/Mod Persons

Please see attached maps and charts.



# CITY OF WEST ALLIS



PREPARED BY DEPARTMENT OF DEVELOPMENT, PLANNING DIV.  
 17 JULY, 1998  
 SOURCE: HUD (L/M/MSD) 1989/1994

**CONCENTRATION OF LOW/MOD PERSONS**

LEGEND

- CENSUS TRACT BOUNDARY
- 1016 CENSUS TRACT NUMBER
- BLOCK GROUP BOUNDARY
- ⑤ BLOCK GROUP NUMBER
- LOW/MOD AREAS - 1990 (42.3%+ CONCENTRATION)

INTERSTATE 94

W. GREENFIELD AVE.

W. LINCOLN AVE.

W. CLEVELAND AVE.

W. OKLAHOMA AVE.

W. MORGAN AVE.

S. 124 ST.

S. 116 ST.

S. 108 ST.

S. 99 ST.

S. 92 ST.

S. 84 ST.

S. 76 ST.

S. 68 ST.

W. BURNHAM ST.

W. LINCOLN AVE.

W. NATIONAL AVE.  
RD.

W. GREENFIELD AVE.  
W. BELONT

1016

1015

1017

1018

1004

1006

1005

1014

1013

1011

1008

1009

1010



# CITY OF WEST ALLIS

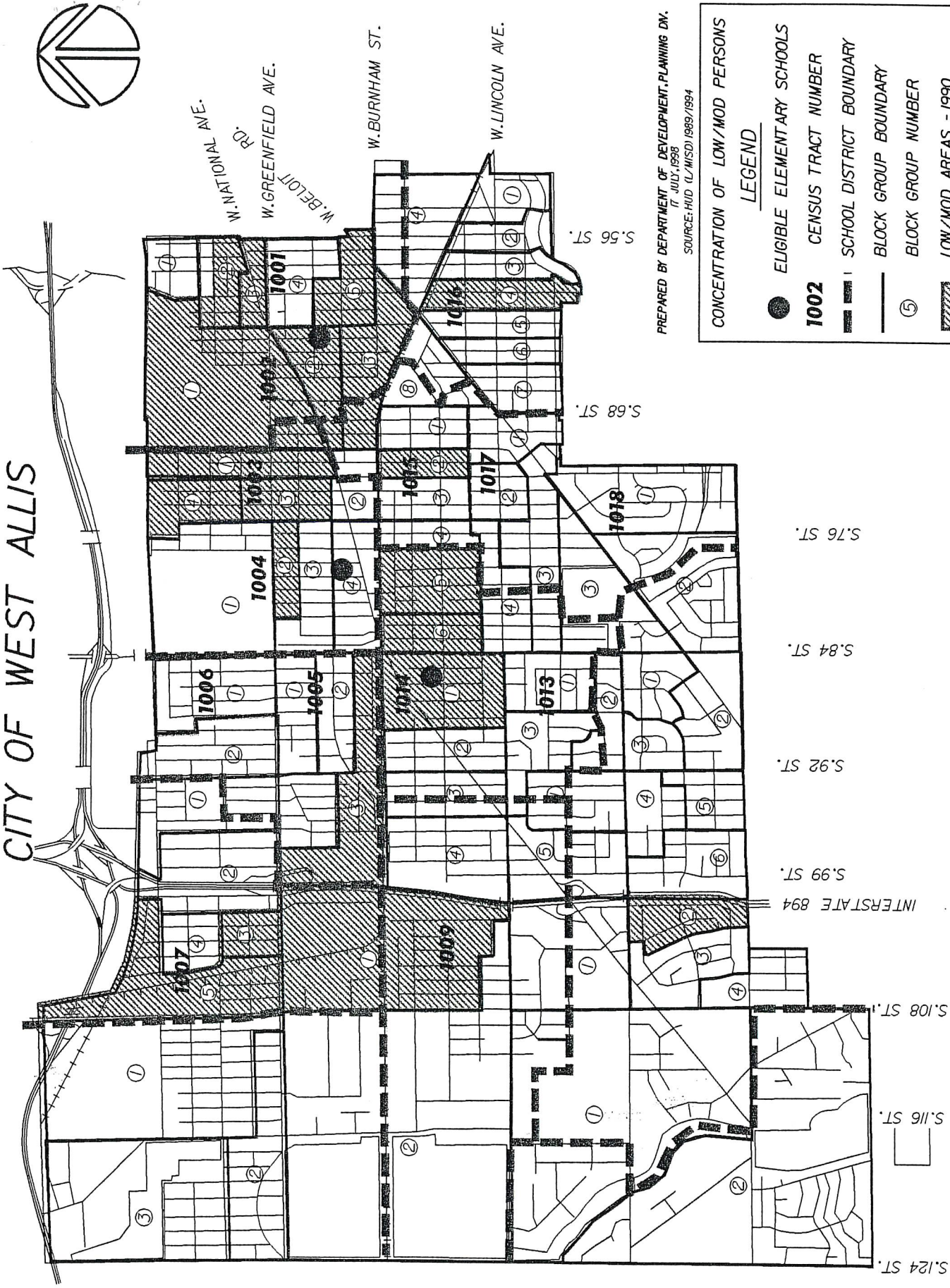
GREENFIELD AVE.

INCOLN AVE.

LEVELAND AVE.

KLAHOMA AVE.

ORGAN AVE.



PREPARED BY DEPARTMENT OF DEVELOPMENT, PLANNING DIV.  
 17 JULY, 1998  
 SOURCE: HUD. (L/MISDI) 1989/1994

**CONCENTRATION OF LOW/MOD PERSONS**

**LEGEND**

- ELIGIBLE ELEMENTARY SCHOOLS
- 1002** CENSUS TRACT NUMBER
- SCHOOL DISTRICT BOUNDARY
- BLOCK GROUP BOUNDARY
- ⑤ BLOCK GROUP NUMBER
- ▨ LOW/MOD AREAS - 1990 (42.3%+ CONCENTRATION)





## CENSUS INFORMATION

### CONCENTRATION OF LOW TO MODERATE INCOME

50.8%

Project area consists of block groups with low/mod income concentration of at least 42.3%

Cencus Tract	Block Group	# Low/Mod	# in Low/Mod Universe	% Low/Mod
1001	2	350	659	53.1%
1001	3	141	281	50.2%
1001	5	555	1053	52.7%
1002	1	497	957	51.9%
1002	2	536	731	73.3%
1002	3	413	956	43.2%
1003	1	296	634	46.7%
1003	3	335	790	42.4%
1003	4	566	992	57.1%
1004	2	383	555	69.0%
1005	3	443	1047	42.3%
1007	3	137	324	42.3%
1007	5	380	876	43.4%
1009	1	1010	1929	52.4%
1011	2	162	372	43.5%
1014	1	531	1110	47.8%
1015	2	319	545	58.5%
1015	5	621	1229	50.5%
1015	6	328	735	44.6%
1016	4	369	713	51.8%
TOTAL		8372	16488	50.8%



## CENSUS INFORMATION

### CONCENTRATION OF LOW TO MODERATE INCOME WITHIN PROJECT BOUNDARIES 43.8%

Project area consists of block groups located within the school district boundaries for schools that have a low/mod income concentration of at least 42.3% (Horace Mann, Lincoln & Franklin Elementary Schools)

CT	BLK GP	# L/M	# L/M Universe	%	% of Area	Project Area		%
						# L/M	# L/M Universe	
1001	1	276	725	38.1%	100%	276	725	38.1%
1001	2	350	659	53.1%	100%	350	659	53.1%
1001	3	141	281	50.2%	100%	141	281	50.2%
1001	4	293	1100	26.6%	10%	29	110	26.4%
1001	5	555	1053	52.7%	50%	278	527	52.8%
1002	1	497	957	51.9%	100%	497	957	51.9%
1002	2	536	731	73.3%	100%	536	731	73.3%
1002	3	413	956	43.2%	90%	372	860	43.3%
1002	4	280	924	30.3%	10%	28	92	30.4%
1003	1	296	634	46.7%	100%	296	634	46.7%
1003	2	171	421	40.6%	50%	86	211	40.8%
1003	3	335	790	42.4%	100%	335	790	42.4%
1003	4	566	992	57.1%	100%	566	992	57.1%
1004	1	232	669	34.7%	100%	232	669	34.7%
1004	2	383	555	69.0%	100%	383	555	69.0%
1004	3	352	952	37.0%	100%	352	952	37.0%
1004	4	259	873	29.7%	100%	259	873	29.7%
1013	1	96	637	15.1%	100%	96	637	15.1%
1013	2	128	412	31.1%	10%	13	41	31.7%
1013	3	109	441	24.7%	100%	109	441	24.7%
1013	4	132	871	15.2%	10%	13	87	14.9%
1014	1	531	1110	47.8%	100%	531	1110	47.8%
1014	2	330	941	35.1%	100%	330	941	35.1%
1014	3	298	844	35.3%	50%	149	422	35.3%
1015	5	621	1229	50.5%	100%	621	1229	50.5%
1015	6	328	735	44.6%	100%	328	735	44.6%
1017	4	363	1050	34.6%	80%	290	840	34.5%
1018	3	155	675	23.0%	20%	3	31	9.7%
TOTAL		9026	22217	40.6%		7499	17132	43.8%

## CENSUS INFORMATION

### CONCENTRATION OF LOW TO MODERATE INCOME

43.0%

Project area consists of the largest continuous area with a Low/Mod population over 42.3%

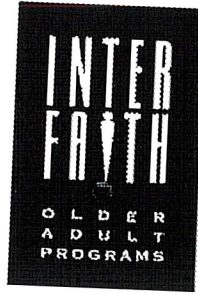
Cencus Tract	Block Group	# Low/Mod	# in Low/Mod Universe	% Low/Mod
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1005	2	359	874	41.1%
1005	3	443	1047	42.3%
1005	4	218	621	35.1%
1009	1	1010	1929	52.4%
1014	1	531	1110	47.8%
1014	2	330	941	35.1%
1014	3	298	844	35.3%
1014	4	363	1164	31.2%
1015	1	277	860	32.2%
1015	2	319	545	58.5%
1015	3	250	642	38.9%
1015	4	201	591	34.0%
1015	5	621	1229	50.5%
1015	6	328	735	44.6%
1016	1	75	234	32.1%
1016	2	127	460	27.6%
1016	3	235	655	35.9%
1016	4	369	713	51.8%
1016	8	176	452	38.9%

TOTAL

12848

29895

43.0%



July 25, 2002

To: CDBG Committee

From Pattie McCartan

RE: CDBG application

I have submitted a request for an increase in funding for this program. The following is an explanation of the increase.

Interfaith West Central will be hiring a new Budget Counselor/ Scheduler to be based in the 7001 W. National Ave office. This person shall assist seniors in the creation of a simple budget that will organize expenses while informing them of programs that could assist them with those challenges. After creating the budget we will be able to see if a senior is eligible for discounts on electric and gas bills, prescriptions, farmer's market produce and much more.

The person will also work to schedule rides for clients who take advantage of buses mentioned in the West Allis Senior Center CDBG request. By collaborating with other organizations we look forward to assisting seniors in transportation to more social events. Depression is a huge problem with older adults and socialization can be a literal life saver for our clients.

On page 8 you will see an increase in funds under the category of office furniture/ business equipment. The addition \$369 will be used to purchase a Hewlitt Packard All in One Machine. The program is in need of a printer and fax machine and copier. This machine will accomplish all of our needs at the most compact price.

Please direct any questions to Pattie McCartan at 774-1747

Emilie Schmidt  
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Brookfield WI 53005-6577

Marni Geissler  
St. Eliz. Ann Seton  
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New Berlin WI 53151

Timothy A. Klare- Treasurer  
P. O. Box 2152  
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Interfaith  
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Milwaukee WI 53204

Mardi Charnitz  
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West Allis WI 53214

Rev. John Baumgartner  
St. Aloysius  
1414 S. 93 St.  
West Allis WI 53214

Katherine Fermanich  
1014 S. 88 Street  
West Allis WI 53214

Paul R. Koester  
Greenfield Park Lutheran Church  
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West Allis WI 53214

Kim Lynch  
312 S 78 Street  
Milwaukee WI 53214

Rev. Robert Massey  
Holy Assumption Parish  
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West Allis' WI 53214

Clare Rushlow SSND  
1415 S. 92 St.  
West Allis WI 53214

Joyce Strom  
1309 S. 94th St.  
West Allis WI 53214

Rev. Mark Syre  
First Lutheran Church  
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West Allis WI 53214

Rev. Kevin Tarvid  
Greenfield Av. Presby.  
1455 S. 97 St.  
West Allis WI 53214

Rev. Denis Weis  
St. Mary Help of Chrstns.  
1210 S. 61 St.  
West Allis WI 53214

Rev. Mark Weisser  
First Baptist Church  
1576 S. 78 St.  
West Allis WI 53214

Rev. James Jablonowski  
Blessed Sacrament  
3100 S. 41 St.  
Milwaukee WI 53215

Muriel Plichta  
3218 S. 41 Street  
Milwaukee WI 53215

Sr. Elaine Waldoch  
3130 S 20 Street apt. 328  
Milwaukee WI 53215

Rev. David Ambroso  
Zion United Church Christ  
3301 S. 76 Street  
Milwaukee WI 53219

William Black  
3052 S. 55 St.  
Milwaukee WI 53219

Rev. Sandra Herrmann  
Memorial United Methodist  
3450 S. 52 St.  
Milwaukee WI 53219

Rev. Bob Katorski  
St. Rita's Catholic  
2318 S. 61 St.  
West Allis WI 53219

Lorraine Marin  
2948 S. 49 Street  
Milwaukee WI 53219

Rev. Ken Omernick  
St. Gregory the Great  
3160 S. 63 Street  
Milwaukee WI 53219

Esther Sthokal  
2329 S. 57 Street  
West Allis WI 53219

Rev. Fred Thomas-Breitfeld  
Jackson Park Lutheran  
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St. Gregory the Great  
3160 S 63 Street  
Milwaukee WI 53219-4113

Marianne Kempa, SSND  
St. Gregory the Great Parish  
3160 S 63 Street  
Milwaukee WI 53219-4113



Human Concerns- Our Lady of  
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Milwaukee WI 53220

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Greenfield WI 53220

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West Allis WI 53227

Rev. Michael Merkt  
Mary Queen of Heaven  
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West Allis WI 53227

Rev Sarah Stall-Ryan  
Mt. Hope Lutheran ELCA  
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West Allis WI 53227

Florence Stemper  
8821 W. Oklahoma Ave #302  
West Allis WI 53227

Melanie Walloch, R.N.  
West Allis Memorial Hospital  
8901 W. Lincoln Av.  
West Allis WI 53227

Linda Lasser- **Secretary**  
The Village at Manor Park  
3023 South 84th Street  
Milwaukee WI 53227-3798

Tony Gullota  
12301 West Waterford Ave.  
Greenfield WI 53228

# West Central Interfaith Profit & Loss Budget Overview

January through December 2002

Accrual Basis

	Jan - Mar 02	Apr - Jun 02	Jul - Sep 02	Oct - Dec 02	TOTAL Jan - Dec 02
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
Contributions/Donations					
Individual Contributions	750	750	750	750	3,000
Organizations\Companies Contrib	125	125	125	125	500
Total Contributions/Donations	875	875	875	875	3,500
Fund Raising Income	75	75	75	75	300
Grants					
Government - West Allis	11,250	11,250	11,250	11,250	45,000
Total Grants	11,250	11,250	11,250	11,250	45,000
In-Kind	2,000	2,000	2,000	2,000	8,000
Interest	38	38	38	38	150
Member Congregations Income	4,750	4,750	4,750	4,750	19,000
Other Inc	75	75	75	75	300
<b>Total Income</b>	19,063	19,063	19,063	19,063	76,250
<b>Expense</b>					
Dues, Subscript. & Publications	50	50	50	50	200
Equipment	50	50	50	50	200
Insurance	16	16	16	16	65
Office/Computer Supplies	175	175	175	175	700
Other Exp	168	168	168	168	672
Payroll Expenses					
Insurance - Payroll	2,587	2,587	2,587	2,587	10,347
Payroll Taxes	1,076	1,076	1,076	1,076	4,303
Retirement - Payroll	352	352	352	352	1,407
Salaries	10,614	10,614	10,614	10,614	42,457
Total Payroll Expenses	14,628	14,628	14,628	14,628	58,514
Postage and Delivery	700	700	700	700	2,800
Printing and Reproduction	175	175	175	175	700
Rent	2,000	2,000	2,000	2,000	8,000
Repairs and Maintenance	75	75	75	75	300
Telephone	375	375	375	375	1,500
Training	100	100	100	100	400
Travel	300	300	300	300	1,200
Volunteer	250	250	250	250	1,000
<b>Total Expense</b>	19,063	19,063	19,063	19,063	76,251
<b>Net Ordinary Income</b>	-0	-0	-0	-0	-1
<b>Other Income/Expense</b>					
Other Income					
Other Income	0	0	0	0	0
Total Other Income	0	0	0	0	0
Other Expense					
Other Expenses	0	0	0	0	0
Total Other Expense	0	0	0	0	0
<b>Net Other Income</b>	0	0	0	0	0
<b>Net Income</b>	-0	-0	-0	-0	-1

**West Central Interfaith  
Profit & Loss Budget vs. Actual  
January through June 2002**

Accrual Basis

	Jan - Jun 02	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Contributions/Donations	2,712.00	1,750.02	961.98
Fund Raising Income	0.00	150.00	-150.00
Grants	13,676.82	22,500.00	-8,823.18
In-Kind	4,000.02	4,000.02	0.00
Interest	269.77	75.00	194.77
Member Congregations Income	8,061.45	9,499.98	-1,438.53
Other Inc	0.00	150.00	-150.00
Reimbursed Expenses	13.68		
<b>Total Income</b>	<b>28,733.74</b>	<b>38,125.02</b>	<b>-9,391.28</b>
<b>Expense</b>			
Bank Service Charges	22.75		
Dues, Subscript. & Publications	30.00	100.02	-70.02
Equipment	0.00	100.02	-100.02
Insurance	0.00	32.52	-32.52
Miscellaneous	0.00		
Office/Computer Supplies	311.06	349.98	-38.92
Other Exp	208.61	336.00	-127.39
Payroll Expenses	26,382.20	29,256.96	-2,874.76
Postage and Delivery	1,256.07	1,399.98	-143.91
Printing and Reproduction	906.83	349.98	556.85
Rent	4,000.02	4,000.02	0.00
Repairs and Maintenance	0.00	150.00	-150.00
Telephone	915.88	750.00	165.88
Training	145.00	199.98	-54.98
Travel	792.61	600.00	192.61
Volunteer	317.57	499.98	-182.41
<b>Total Expense</b>	<b>35,288.60</b>	<b>38,125.44</b>	<b>-2,836.84</b>
<b>Net Ordinary Income</b>	<b>-6,554.86</b>	<b>-0.42</b>	<b>-6,554.44</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Other Income	0.00	0.00	0.00
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Expense</b>			
Other Expenses	0.00	0.00	0.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Income</b>	<b>-6,554.86</b>	<b>-0.42</b>	<b>-6,554.44</b>