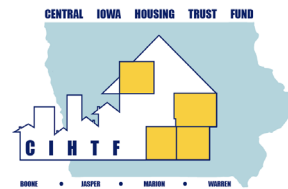


# Central Iowa Housing Trust Fund

## APPLICATION FOR FUNDING – 2021



If you or your organization have a proposed affordable housing project in the Central Iowa Housing Trust Fund Region (Boone, Jasper, Marion and Warren Counties) and are interested in receiving a grant or loan from the CIHTF Program, please provide as much of the following information as is currently available.

**1. Project Title:** Jasper County Habitat for Humanity Homeowner-Occupied Repairs

**2. Project Address:** Assorted addresses in Jasper County, TBD

**3. Name of Applicant Organization:** Jasper County Habitat for Humanity

**Contact Person:** Megan Schneider

**Mailing Address:** 2200 E Euclid Avenue

**Phone:** 515-471-8686

**Fax:**

**E-mail:** mschneider@gdmhabitat.org

**Website:**

**4. Organizational structure:**

Non-profit entity     For-profit entity     Non-profit/For-profit joint venture

**5. Amount requested:** \$20,000    **Type:**  Grant     Loan     Forgivable Loan

**6. Activity Type:**

Predevelopment

Acquisition

New Construction

Mixed Use

Conversion of Commercial to Residential

Other Repair/Renovation

**Who will occupy the units?**

Homeowners

First-time Homeowners

Renters

Protected Group (elderly, disabled, etc.)

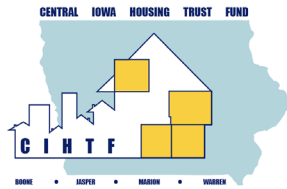
**Will property be exempt from Property taxes upon project completion?**     Yes     No

**7. Current property status:**

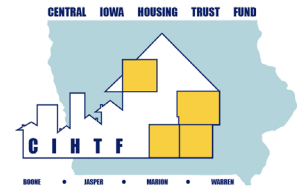
Private Owner     Public Owner     Non-Profit Owner     Owner-Occupied

Renter-Occupied     Vacant Structure     Vacant Lot

**Questions?** Contact Andrew Collings at Des Moines Area MPO  
[acollings@dmampo.org](mailto:acollings@dmampo.org) or 515-334-0075



## Central Iowa Housing Trust Fund APPLICATION FOR FUNDING – 2021



**Total Cost:** \$58,500

**Number of bedrooms and bathrooms:** 15 housing units. Total square footage varies depending upon project address.

**Characteristics of clientele/beneficiaries served (elderly, large families, develop mentally disabled, etc.):** The Rock the Block<sup>®</sup> program serves low-income families, earning between 0-60% of the AMI for Jasper County. Families qualify for the program by demonstrating a need, ability to pay (if applicable), and willingness to partner, including six hours of sweat equity and two hours of financial education. All projects take place at single-family residences, owned by the partner family. Families will not be displaced during project completion.

**Any other relevant data; including any requirement and proposal for inclusionary housing:** Jasper County Habitat for Humanity's goal is to help prolong the period of occupancy for ten low-income families in their homes and decrease housing expenses through critical home repair, weatherization, preservation, and accessibility projects. Decreased housing expenses for low-income homeowners allows the flexibility to spend on other essential needs and greater financial self-sufficiency. Through a neighborhood-focused approach, Jasper County Habitat for Humanity will create a noticeable change for homeowners, neighbors, and the community, improving the quality of life and stability of neighborhoods.

**If the proposed program/project involves the acquisition of real properties (i.e. a site for a housing construction project) provide documentation of site control" such as grant, deed or option agreement. If the proposed program/project includes temporary or permanent relocation, provide your Relocation Plan, project residential and or business tenant survey and copies of the General Information Notices sent to each effected household. Include the cost of relocation in your pro forma/ budget. Attachments can be emailed to Andrew Collings at Des Moines Area MPO [acollings@dmampo.org](mailto:acollings@dmampo.org):** There will be no acquisition of real properties or relocation for this project.

**Describe your organization's structure and previous experience in implementing projects similar to the activity proposed. Provide resumes and references for each member of the proposed development team (i.e. developer, architect, consultants, project contractor, etc.). Attachments can be emailed to Andrew Collings at [acollings@dmampo.org](mailto:acollings@dmampo.org):**

The Rock the Block<sup>®</sup> program was created in 2009 to help low-income homeowners stay safely in their homes through the completion of critical home repair, weatherization, and preservation. Jasper County Habitat for Humanity works to address basic needs by removing the choice between a home repair and essentials like healthy food and healthcare.

Critical home repairs, weatherization, and preservation, as well as the completion of safety and accessibility projects, help to prolong the occupancy of families in their homes. Critical home repairs include interior or exterior work performed to help with critical health, life and safety issues, or code violations. Weatherization repairs include interior/exterior work based on a comprehensive energy audit, focused on energy efficiency, indoor air quality, and comfort. Home preservation repairs consist of exterior work including replacement of materials to maintain good or sound conditions.

Rock the Block<sup>®</sup> projects often result in savings on a homeowner's energy bills, help maintain homeowner's insurance, create a safer home environment for aging families, and improve the overall look of the home. These services bring together corporate volunteers, community members, and neighborhood residents to complete repairs and ignite a sense of community pride.

Resume of Director of Construction Services, Les Stohs, has been emailed to Andrew Collings.

**Briefly describe the goals and objectives to be achieved by the proposed project.**

Jasper County Habitat for Humanity will evaluate and measure the project according to the following goals:

- Completion of 15 critical home repair, weatherization, accessibility, and preservation projects
- Recruitment of an adequate number of volunteers to complete repair projects (varies by project type, time of year)
- Education of homeowners and volunteers about minor repair
- Increased safety and accessibility of homes
- Completion of eight hours of sweat equity (including a financial literacy class) for each homeowner

Upon completion of critical home repairs, and financial education, Jasper County Habitat partner families will reside in safer, healthier, more affordable homes. The completion of repairs will assist in supporting a more flexible household budget for the partner families served, freeing up funds for essential needs.

In addition to repair, all Rock the Block<sup>®</sup> partner families are encouraged to participate in the GDM Habitat Financial Foundation for Success financial education program, which is now offered virtually. A pre and post class assessment are administered to measure financial knowledge gained and financial habits changed.

**What is the estimated date of construction or program start? Identify and describe your plans to overcome any barriers to the project/program start date (e.g., zoning, environmental issues, and relocation). Attach a list of major benchmarks in the development and implementation of the project, including receipt of funding commitments. Be sure to include completion dates. Attachments can be emailed to Andrew Collings at [acollings@dmampo.org](mailto:acollings@dmampo.org):**

Winter 2021: Jasper County Habitat will qualify at least 15 families, earning 0-60% of the AMI for Jasper County, for Rock the Block<sup>®</sup> repair services during calendar year 2021 in Monroe and Newton. Qualification includes income verification, a demonstrated need for services, and the willingness to complete eight hours of sweat equity alongside Habitat staff and volunteers. All funding commitments secured.

Spring 2021: Jasper County Habitat staff complete home assessment, identifying potential projects and mutually agree upon scope of work with homeowner(s). All corresponding paperwork is completed a timeline for project completion is communicated. A Rock the Block(R) Event is scheduled to take place in Monroe May 19-21, 2021.

Spring/Summer 2021: Permits acquired (as necessary). Adequate number of volunteers are recruited to work alongside staff and homeowner(s) to complete project. Homeowner(s) sweat equity hours are documented.

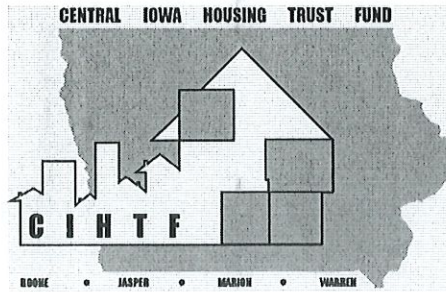
Fall/Winter 2021: All projects are completed.

**Please describe in detail the proposed financing plan and attach evidence of any financing commitments, including equity. List existing and proposed loans in order of priority. Attach additional pages as necessary, to describe non-conventional loan terms or other unusual arrangements for financing the project. Attachments can be emailed to Andrew Collings at [acollings@dmampo.org](mailto:acollings@dmampo.org).**

Fundraising for repair projects in Jasper County is ongoing and supported by staff and the Jasper County Habitat for Humanity Steering Committee. To date, pending financial commitments include:

United Way of Jasper County, \$5,000

\*Unrestricted funding from Greater Des Moines Habitat for Humanity and ReStore net proceeds will be used to cover any costs not covered by Jasper County fundraising efforts.



## FY 2021 Central Iowa Housing Trust Fund Local Match Document

The applicant understands that a 33.34% match requirement is required for all projects funded by the Central Iowa Housing Trust Fund. Local funds will be given to the Central Iowa Housing Trust Fund before a grant agreement is executed. Such funds will be allocated to the proposed project and drawn down with grant funding.

The applicant understands that local match funding is subject to the same restrictions, guidelines, and other encumbrances as funding awarded by the Central Iowa Housing Trust Fund.

If funding remains unspent by the end of the grant agreement or is returned to the Central Iowa Housing Trust Fund in any capacity, all unallocated local match will be returned to the applicant sans any outstanding or otherwise encumbered funds.

By signing below, the applicant understands and agrees to these conditions.

Applicant Name: Amy Yeager, Director of Finance

Applicant Organization: Greater Des Moines Habitat for Humanity

Date: 2/15/2021

Applicant Signature: Amy Yeager

## SUMMARY

High-achieving management professional possessing excellent communication, organizational and analytical capabilities. Well versed in problem solving, procurement, inventory control and warehousing, volunteer and project management, and safety practices. Effectively manages deadlines and schedules and provide high quality compliant output. Strong mechanical, carpentry, construction and welding skills and hands on experience.

## HIGHLIGHTS

- Hands-on construction experience (new home and repair projects)
- OSHA 10
- Organizational awareness
- Project management
- Conflict resolution
- Recruitment, hiring and supervising
- Extensive customer service experience
- Leadership experience managing programs, teams and individuals
- BPI Certified - 2011
- Aging in place training
- Ability to work with individuals at all levels and diverse backgrounds
- Volunteer management and recruitment
- Complex problem solving
- Procurement and warehouse management
- Results oriented
- Data analysis
- Budget management
- Computer expertise including Microsoft Office, databases and grant reporting sites
- Competent Person Training – 2015 & 2017
- Lead training - asbestos identification

## ACCOMPLISHMENTS

In less than 10 years, grew the Rock the Block® home repair program to serve over 1,000 families. Manages a repair budget of over \$750,000 and a staff of 4 full-time employees and 10 AmeriCorps members representing two programs annually. Spent 5 years in the field learning the construction trade, driving for the highest quality homes for our families. Now in my 7th year as Director, carried that knowledge forward into the Rock the Block® program. Helped to further develop, refine and oversee a program that used to do 40 repairs a year to well over 200 a year operating in 3 counties. Active participant in nearly 1,000 home assessments, using a detailed approach to take a holistic approach in meeting the family's needs. Provides accurate and timely reporting for various grants, ensuring performance measures are met and budgets maintained. Co-leads affiliate safety program to promote and educate staff and ensure work sites are operating in accordance to safety policies.

## EXPERIENCE

### Greater Des Moines Habitat for Humanity - 2007 - Present

*Director of Rock the Block®, Des Moines, IA*

2012 – Current

- Implementation of programs involving repair, weatherization, aging in place, and enhancing the curb appeal of existing owner-occupied homes in targeted neighborhoods and communities
  - Collaborate with staff, leaders in target neighborhoods and other housing service providers
  - Plan and schedule timely, cost effective, quality completion of all projects
  - Work with Leadership Team to establish and implement project budgets and goals each fiscal year
  - Oversee tracking, evaluation and reporting of progress toward goals for internal, grant and funder reporting
  - Coach, train, develop and manage Rock the Block® staff, AmeriCorps members and volunteers
  - Perform home assessments, define scope of services provided and ensure signed agreements are in place prior to providing any services
  - Contract with third party contractors to perform services and vendors to procure products
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**Greater Des Moines Habitat for Humanity - continued**

*Construction Manager – New Construction, Des Moines, IA*  
2008 – 2011

- Oversight and development of AmeriCorps members and staff working on site
- Coordinated with staff to have the right amount of material, volunteers, contractors and subcontractors on the job site at all times and meet construction deadlines
- Reviewed and planned specifications and construction documents to properly plan the construction schedule
- Managed and lead volunteers through construction process
- Lead construction process from start to finish for new house construction

*Construction Associate AmeriCorps Member, Des Moines, IA*  
2007 - 2008

- Lead groups and individual volunteers through various tasks on construction site
- Learned new home construction skills utilizing safe practices
- Participated in new home construction from start to home completion

**L and D Creations, Ankeny, IA - Owner**  
2006 – 2007

- Designed, manufactured & finished handcrafted wood products
- Procured and sold all types of lumber and hardware
- Created and performed custom work – furniture, cabinetry, decks, general construction and welding

**Praxair Distribution Inc. - May 1987 – June 2006**

*Hardgoods Product Manager, Ankeny, IA*

2003 – 2006

- Managed 30+ hardgoods product lines that accounted for \$100 million in sales
- Managed vendor relations, negotiations and procurement with suppliers in the US and Canada
- Created private branded products
- Used Six Sigma principles to rationalize redundant suppliers
- Partnered with accounts payable to resolve invoice issues

*Hardgoods Specialist, Ankeny, IA*

1997 – 2003

- Implemented chosen suppliers partnering with procurement
- Reduced the number of redundant suppliers through vendor consolidation
- Utilized the Deming principles of Continuous Improvement
- Managed national accounts & strategic hardgoods implementation
- Integrated acquisitions into system and infrastructure
- Lead revised layout initiatives for retail stores and warehouse locations for improved efficiencies

**EDUCATION**

**Des Moines Area Community College, Ankeny, IA**

1996 – 1998 and 2007 - Business Law, Economics, Small Business Management

**University of Nebraska – Omaha, NE**

1990 – Business Classes

**Southeast Community College, Lincoln, NE**

1987 - Associates Degree in Welding Technologies

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**Greater Des Moines Habitat for Humanity, Inc.**

**2021 Budget**

Jasper County Rock the Block Project Budget (5 projects)

Project materials (lumber, siding, roofing, concrete, landscaping, etc.)	\$37,500
Equipment rental	1,800
Waste removal	2,100
Tools & supplies (safety glasses, gloves, hard hats)	1,500
Volunteer supplies (water, lunch, t-shirts, first aid, etc.)	3,600
Staff (salary & benefits)	12,000
	<hr/>
	\$58,500
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\*Project material costs are bid out prior to each repair event. Costs may vary depending on type of pro

Per project

\$2,650

\$120

\$140

\$100

\$240

\$1,050

\$4,300

ject.