

**SPECIAL MEETING
CITY COMMISSION
CITY OF APALACHICOLA, FLORIDA
TUESDAY, DECEMBER 13, 2016 - 6:00 PM
APALACHICOLA COMMUNITY CENTER
1 BAY AVENUE, APALACHICOLA, FLORIDA**

AGENDA

You are welcome to speak or comment on any matter under consideration by the Apalachicola Board of City Commissioners when recognized to do so by the Mayor. Once recognized please rise to the podium, state your name for the record and adhere to the three minute time limit.

- I. SPECIAL MEETING:**
- a. Conservation Corps of the Forgotten Coast - Affordable Housing**

Any person who desires to appeal any decision at this meeting will need a record of the proceeding and for this purpose, may need to ensure that a verbatim record of the proceeding is made which includes testimony and evidence upon which the appeal is based. Persons with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk's Office 48 hours in advance of the meeting.

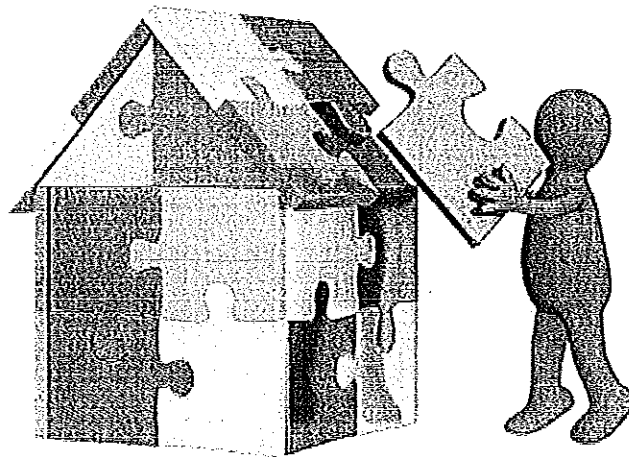
CONSERVATION CORP OF THE FORGOTTEN COAST

Operated under **FRANKLIN'S PROMISE COALITION INC.**

APPLICATION FOR FUNDING

**AFFORDABLE HOUSING
OWNERSHIP PROGRAM**

Putting the pieces and partnerships together to build homes!



Submitted to: City of Apalachicola

December 6, 2016

AFFORDABLE HOUSING OWNERSHIP PROGRAM

PROJECT NAME: *CCFC Affordable Housing Ownership Pilot Project*

AMOUNT REQUESTED: *\$100,000*

SECTION I: APPLICANT INFORMATION

APPLICANT: Conservation Corp of the Forgotten Coast
Operated under Franklin's Promise Coalition, Inc.

CONTACT: Holden Foley, CCFC Field Manager
Joe Taylor, FPC Executive Director

ADDRESS: 192 Coach Wagoner Boulevard
Apalachicola, Florida 32320

TELEPHONE: 850-653-3930

EMAIL: franklinspromise@gmail.com

WEBSITE: www.franklinspromisecoalition.org

CCFC FORMATION AND ACCOMPLISHMENTS:

In 2014, The Corps Network (TNC) selected Franklin's Promise Coalition to participate in the Gulf Restoration Initiative. The initiative seeded the Conservation Corps of the Forgotten Coast (CCFC), providing technical expertise, guidance and mentoring to establish one of the most productive corps programs in the Southeast. Now in the second year, the CCFC is a comprehensive youth development program for young adults 18-25 years of age (veterans up to 29, and summer internships for ages beginning at 16 years old) which provides participants with job training, academic programming, leadership skills, and additional support through a strategy of service that conserves, protects and improves the environment, as well as addresses critical community needs. This initiative has accomplished an array of community projects such as trail creation, facility repairs, and playground equipment installation; organizational support to the local food bank, senior services, emergency operations center, and fundraising events; and specific habitat restoration projects throughout the region such as invasive species removal, living shoreline installation, oyster reef restoration, water quality monitoring, and pine savanna restoration.

Additionally, CCFC has successfully developed a Disaster Response Crew trained to FEMA protocols with Community Emergency Response Team (CERT), Wildfire and Chainsaw certifications and deployment experience. Through a partnership with Franklin County Schools, an educational component has been established, Ed Corp, to engage crew members to attain their high school diplomas and align with a meaningful career path.

Through partnerships with the Nature Conservancy, the Apalachicola Regional Stewardship Alliance, the National Fish and Wildlife Foundation, the Florida Fish and Wildlife Commission, the U.S. Forest Service, the Florida Forest Service, the Florida Department of Environmental Protection and the City of Apalachicola, the CCFC has completed over 44,000 hours of critical habitat restoration in the region. To date, the CCFC has collected over \$300,000 for "fee for service" projects which provided governmental agencies and nonprofits a cost-effective alternative to completing environmental work while providing benefits to the local communities through youth training and career alignment.

FPC ORGANIZATIONAL CAPACITY:

Founded in 2002, Franklin's Promise Coalition is highly valued by and broadly entrenched in the panhandle communities. The mission is to improve the quality of life for residents by providing a forum for networking among service providers, churches, institutions, and interested citizen volunteers for: 1) improving access to quality services and assisting in eliminating disparities of service; 2) streamlining and preventing duplication/fragmentation of services; 3) identifying unmet needs and determining strategies to meet those needs; 4) informing and educating individuals on challenges, resources and opportunities; 5) promoting positive youth development while emphasizing the reduction of substance abuse and other negative behaviors; and 6) serving as the lead agency for ESF-15 (Volunteers and Donations), coordinating the Unmet Needs Committee/Agency Resource Survey, and serving as the Long Term Recovery Coalition.

Standing committees are: Prosper Franklin (poverty reduction and human capacity building), Hunger and Nutrition, Franklin Toy Project (Toys for Tots Affiliate), BAY AID Disaster Relief Fund, Volunteer Franklin, Senior's Care Network, and the Franklin Youth Partnership.

Current projects are the Conservation Corps of the Forgotten Coast, the Community Service Center (a one-stop complex with over 20 partnering agencies), SMARRT (Seafood Management Assistance Recovery & Resource Team), the "Healthy Gulf, Healthy Communities Study" (community and individual resiliency), Arts In Wellness, Franklin CERT and enhancing the Coalition website, which includes multi-partner case management, a resource index and Volunteerfranklin.com (web-based volunteer management system).

Over 200 committed board and committee members volunteer to serve. Programs and services are culturally sensitive and partners are trained on Asset Based Community Development philosophy, cultural intuitiveness and competency. Coalition staff and over 360 volunteers are trained in Dr. Ruby Payne's anti-poverty philosophy (Bridges Out of Poverty) and use the "Getting Ahead" curriculum as an evidence based practice to strengthen individuals and the community. Staff is also trained in leadership for generations "iY" and "Z", restorative practices and social/emotional learning for opportunity youth. Staff, program partners, and contracted service providers consist of certified teachers, psychologists, social workers, biologists, academic scholars and certified instructors. Coalition staff and volunteer leaders received recognition in 2014 and 2015 from the Florida Association of Volunteer Resource Managers (FAVRM) and the Volunteer Florida Governor's Champion of Service Award. Coalition staff are active in State volunteer initiatives and serve on the FAVRM Board of Directors.

The Coalition Board of Directors, lead by the executive committee monitor grant compliance and ensure adherence to federal and state rules and regulations including those related to prohibited activities. The Finance Committee monitor accountability measures lead by the Treasurer, including an annual external review by a CPA. The Treasurer reviews and approves expenditures weekly.

Within the last five years, the Coalition has been instrumental in establishing community initiatives such as Historic Apalachicola Main Street, The Apalachicola Volunteer Fire Department Auxilliary, City Square Community Garden, and the K.U.T. Youth Center. These programs now operate cooperatively, but independently with minimal support from the Coalition. These organizations now have their own boards, committees and volunteers who plan, gather resources, implement, and evaluate the activities and services they provide. Lastly, the Coalition has built strong relationships with regional organizations and has a multi-year history of collaborative projects within the panhandle counties. Since 2012, the Coalition has served as the local lead agency for the fisheries failure declared by the US Department of Commerce. Volunteers have been critical in addressing the crisis through the A-Hand-Up Volunteer Assistance Program and the SMARRT initiative (a seafood industry stakeholders advisory board). The success of these community based initiatives is a result of training and capacity building gained from four successful CNCS Volunteer Generation Fund grants through Volunteer Florida. Now in the fifth year, the Coalition continues to build capacity to recruit, train, engage and retain skills based volunteers.

The Coalition utilizes an array of program evaluation techniques including program participant surveys using standard likert scale, participant focus groups, structured community assessments, individual interviews, town hall meetings and online surveys. Much of the evaluation process is completed with the support of the University of Florida's Institute of Food and Agricultural Sciences Center for Public Issues Education. Through this support and these process current programs are reviewed, community issues are identified, potential solutions are developed and program options are vetted.

SECTION II: PROPOSED PROJECT TARGETED MISSION

The Conservation Corp of the Forgotten Coast's targeted mission for this proposed project is, in-part: to improve the quality of life for residents, serving as an advocate for the community and providing a forum for collaborating with providers...to identify unmet needs and determining strategies (partnering) to meet those needs...to educate individuals on challenges, resources, and opportunities...and to promote positive youth development.

To implement this mission as it relates to affordable housing in the City of Apalachicola, CCFC proposes the following:

With the use of CCFC crewmembers, under the direction of a licensed residential contractor, one single-family affordable housing ownership unit will be constructed.

Upon completion of required construction related training, CCFC crewmembers, under the direction a trained in-house licensed general contractor, two owner-occupied residential affordable housing units (workman's cottage style) will be constructed.

After obtaining a certificate of occupancy, the single-family unit will become the property of the future homeowner that is qualified to participate in the affordable housing program.

Selected CCFC crewmembers will "trade" their construction services for an opportunity to reside in the workman cottage units for a period of one year. After the initial one-year period or sooner, these units would be sold as a package to a qualified low-income resident at the then market value of the land and constructed residential unit, at the sole discretion of the City of Apalachicola. Proceeds generated could then be available to be 're-invested" into the next phase as an avenue for continued affordable housing ownership opportunities, again at the sole discretion of the City of Apalachicola...thus accomplishing the continuance of the City of Apalachicola's *AFFORDABLE HOUSING OWNERSHIP PROGRAM*.

Additionally, this plan will provide an opportunity, with City approval, for CCFC to potentially put forth this program as match to submit a future application for resources and additional affordable housing funding from the *YouthBuild Program*, a program targeted at "rebuilding our communities". The *YouthBuild Program* website states: *At YouthBuild programs in the United States and across the globe, low-income young people learn construction skills to help build affordable housing and other community assets such as community centers and schools.*

This *Perfect Partnership* will not only provide an avenue to increase the City's affordable housing stock for both its low-income and local service workers, it will also increase the labor force in the local construction service industry. In addition, this proposed project will provide an opportunity for CCFC to work toward its stated mission, most importantly offering a very unique educational opportunity for our local youth.

SECTION III: PROJECT DESCRIPTION

PROPOSED PROJECT SUMMARY:

The *CCFC Affordable Housing Ownership Pilot Project* will be accomplished in two phases. Phase I and Phase II described below will serve as the foundation to provide for the continuance of a twofold long-range *AFFORDABLE HOUSING OWNERSHIP PROGRAM* within the City of Apalachicola to benefit its low-income residents.

Phase I: \$20,000 funding assistance is requested to be allocated toward building CCFC capacity, compulsory OSHA and industry training programs for participating CCFC crewmembers, and on-the-job training with oversight of Licensed Residential General contractor - initiatives that will compliment a complete affordable housing ownership package to construct one - 1500 to 1800 square foot - "single-family" residence contingent upon certain requirements being met by the selected future homeowner.

Phase II: After completion of Phase I, \$80,000 funding and up to three surplus property parcels is requested to be allocated toward a complete affordable housing ownership package. CCFC crewmembers will construct two - 800 to 1000 square foot - workman style cottages that will serve as two affordable ownership residential units. These units would be sold as a package (property and structure) to a qualified low-income resident at the discretion of the City of Apalachicola and proceeds could then "re-invested" into the next phase as an avenue for continued affordable housing ownership opportunities, again at the discretion of the City of Apalachicola.

PROPOSED PROJECT OUTLINE:

Phase I - Pilot Project to Assist with Construction of One Single-Family Residence

Project Funding Allocation: \$20,000

Participant/Selected Future Homeowner Requirements:

Interested party must submit written request to participate in project to Franklin's Promise Coalition, Inc., with required items listed below attached to written request:

1. Must provide proof of funding approval from an acceptable banking institution, agency voucher loan award or other source in an amount that will cover the cost of home construction.

2. Must provide written confirmation that Florida's State Housing Initiatives Partnership (SHIP) Program is being pursued through the local Franklin County program. - \$10,000 to \$15,000 is available through the SHIP Program if qualified and approved.

3. Must provide complete building plans, along with a sound construction cost estimate, that meets most current City Land Development Code and Florida Building Code regulations.

4. Must provide sales commitment for purchase of a buildable lot, along with buildable lot site plan that assures construction on said lot meets the most current City Land Development Code requirements, such as lot coverage, set-backs, and all other relevant new home construction requirements pertaining to a buildable lot.

5. Must meet or fall below the most current 50% income limit as designated by the US Department of Housing and Urban Development (HUD).

5. Must meet other requirements as determined applicable by the City of Apalachicola and Franklin's Promise Coalition, Inc.

CCFC Project Deliverables:

Note: Funding for Deliverable #1 will be paid in advance, upon completion and submission of items for Deliverable #1, funding for Deliverable #2 will be issued. Deliverables #3, #4 and #5 will be funded in same manner of sequence.

<p>#1 Project Mobilization- \$2,000</p>	<p>Provide a Construction Scope of Work to be completed by CCFC, upon selection of future homeowner participant.</p> <p>Provide a Work Schedule for the construction project, identifying a substantial completion date, punch list timeframe and a final project completion date.</p>
<p>#2 General Contractor Services - \$10,000</p>	<p>Provide copy of executed agreement between a Licensed Residential General Contractor and CCFC, that assures their commitment to oversee and be responsible for construction activities,</p>

	<p>ensuring all building requirements are met, along with appropriate permitting, inspections, and certificate of occupancy</p> <p>Provide a detailed summary outlining skills provided to Corpmembers during project resulting from oversight from General Contractor.</p>
#3 Capacity Building - \$3,000	<p>Provide proof of registration and list of training materials needed for one (1) CCFC member to secure a general contractor's license for continuance of the AHO Program.</p>
#4 OSHA & Industry Training - \$3,000	<p>Provide proof of training programs applicable to the safety and construction industry regulations required to enhance Corpmember education and knowledge base.</p> <p>Provide an estimated number of Corpmembers that will benefit from training.</p>
#5 Tools and Equipment - \$2,000	<p>Provide a list of tools and equipment needed to complete project, along with a cost estimate.</p> <p>Provide a list of tools and equipment purchased to build CCFC inventory.</p>

Phase II – Pilot Project for Two Workman Style Cottages

Project Funding Allocation: \$80,000

CCFC/FPC Requirements:

CCFC/FPC must provide the following elements prior to receipt of funds:

1. Provide proof of that one CCFC member has obtained their Licensed Residential General Contractor status and commitment to oversee and be responsible for construction activities, ensuring all building requirements are met, along with appropriate permitting, inspections, and certificate of occupancy.
2. Complete building plans, along with a sound construction cost estimate, that meets most current City Land Development Code and Florida Building Code regulations.
3. Complete buildable lot site plan that assures construction on identified City owned lot(s) meets the most current City Land Development Code requirements, such as lot coverage, set-backs, and all other relevant new home construction requirements pertaining to a buildable lot.
3. Provide a plan of action to assure all occupants of these unit meet or fall below the most current 50% income limit as designated by the US Department of Housing and Urban Development (HUD), before occupancy.
4. Provide proof of General Liability Insurance naming the City of Apalachicola as loss payee.
5. Executed agreement with the City of Apalachicola.

SECTION IV: SIGNATURE AND AUTHORIZATION

To the best of my knowledge and belief, all information in this application is true and correct and/or presented as a proposed project outline for consideration. Further, as Executive Director of Franklin’s Promise Coalition, Inc., I am duly authorized to submit this application and pledge on behalf of applicant to comply with requirements if awarded.		
Name of Organization Franklin’s Promise Coalition, Inc.	Name of Authorized Representative Joseph Taylor	Title Executive Director
Signature of Authorized Representative		Date Signed



CITY OF APALACHICOLA AFFORDABLE HOUSING INITIATIVE

In partnership with the
CONSERVATION CORPS of the **FORGOTTEN COAST**

	Phase I Capacity Building	Phase II Pilot Project	Phase III Youthbuild Program
Purpose	Develop capacity in CCFC program to implement an affordable housing training and construction program and prepare for the construction phase of the initiative.	Implement a small-scale, short-term project that will enable CCFC to learn how a large-scale project might work in practice, including researching and implementing best practices and developing a program model for the future.	Apply and achieve accreditation as an Official YouthBuild USA Program through the U.S. Department of Labor. YouthBuild is a community-based alternative education program that provides job training and educational opportunities for at-risk youth ages 16-24. Youth learn construction skills while constructing or rehabilitating affordable housing for low-income or homeless families in their own neighborhoods. Youth split their time between the construction site and the classroom, where they earn their high school diploma or equivalency degree, learn to be community leaders, and prepare for college and other postsecondary training opportunities. YouthBuild includes significant support systems, such as a mentoring, follow-up education, employment, and personal counseling services; and participation in community service and civic engagement.
Inputs	City of Apalachicola, \$20,000 Grant for Capacity Building Franklin County Schools, \$3,000 per Month for Ed Corps Academic Support	City of Apalachicola, \$80,000 Allocation for Construction of 2 Cottages and 3 Surplus 30' x 100' Lots Franklin County	City of Apalachicola, Re-investment of Affordable Housing Proceeds from Pilot Project Home Sales, Surplus Property Building Lots U.S. Department of Labor support for YouthBuildUSA program Franklin County Schools, \$3,000 per Month for

	Franklin's Promise Coalition/CCFC, Weekly Life Skills, Leadership and Professional Trainings	Schools, \$3,000 per Month for Ed Corps Academic Support Franklin's Promise Coalition/CCFC, General Contractor, Weekly Life Skills, Leadership and Professional Trainings	Ed Corps Academic Support Franklin's Promise Coalition/CCFC, General Contractor, Weekly Life Skills, Leadership and Professional Trainings
Outputs	An in house certified general contractor 8-10 trained/certified CCFC crewmembers in construction Working relationship with local contractors An affordable housing unit completed for occupancy	Two 800-1000 Sq Ft Cottages, (2 Bedroom/2 Bath) Available for Purchase Through USDA or Other Funding Sources 12 Month Temporary Housing for CCFC Crew Members Experiencing Homelessness.	Four 800-1000 Sq Ft Cottages, (2 Bedroom/2 Bath) Available for Purchase Through USDA or Other Funding Sources Temporary Housing for CCFC Crew Members Experiencing Homelessness
Outcomes	1 Affordable Housing Unit for Low Income Family, Owner Occupied Sustainable Housing An Increase in the Real Estate Tax-base 8-11 Opportunity Youth will be Trained and Contributing to the Local Community and Economy	2 Affordable Housing Units for Low Income Families, Owner Occupied Sustainable Housing An Increase in the Real Estate Tax-base 10-14 Opportunity Youth will be Trained and Contributing to the Local Community and Economy	4 Affordable Housing Units for Low Income Families, Owner Occupied Sustainable Housing An Increase in the Real Estate Tax-base 14-20 Opportunity Youth will be Trained and Contributing to the Local Community and Economy