

## Quarterly Report for Choice Neighborhoods Planning Grants (1/15/12)

Grantee Name: Providence Housing Authority

Co-Grantee name: Olneyville Housing Corporation, L.I.S.C., City of Providence (Planning Department)

CNI Planning Grant: Schedule & Critical Milestones

1. Confirm the planning is on schedule (according to the submitted Project Schedule) and progress is being made timely on all key activities. If not, explain why and the plan to get back on schedule. If a time extension is being requested, note that in the comments section. All time extensions must be approved per the terms of the Grant Agreement.

Activity (per Schedule)	Due Date per Program Schedule	Status/Progress	Comments and/or Explanation of how you will get plan back on track, if applicable
1. Grant Agreement Execution (29 June 2011)	6/29/11	Contract executed on June 29, 2011	
2. First Quarterly Report Due	7/15/11	Completed and forwarded to HUD CNI Team	
3. Appoint PHA CNI Planning Team	7/22/11	Appointed 7/22/11	Team appointed consisting of Executive Director, Manton Heights Property Manager, Special Projects Manager, Alternative Energy Manager, Special Projects staff.
4. Conduct Principals' Organizational/Strategy Meeting	8/12/11	Underway	Three principals' meetings have been conducted. Group will meet monthly on the 3 <sup>rd</sup> Friday of each month.
5. Conduct outreach to secondary partners	8/19/11	Underway	More than a dozen one-on-one meetings have been conducted with third-party providers who provide supportive services.
6. Create database of partners	8/19/11	Completed, but constantly adding new members	Database of approximately 50 organizations.

<b>7. Conduct General Partnership Strategy Session</b>	9/1/11	Underway	<p>The Principals' Committee has been meeting one-on-one with potential partners, rather than a general meeting. Once other partners have been identified, general partnership meetings will take place on a regular schedule.</p> <p>In October an Olneyville Collaborative meeting was held that was attended by 20+ community representatives.</p> <p>Another meeting of key stakeholders in the planning process was attended by representatives from the city, PHA, RI Housing, Meeting Street School, RI Department of Health and OHC.</p>
<b>8. Request for Ideas/Proposals from Partners</b>	9/15/11	In progress	Ideas are being solicited from third-parties during the one-on-one meetings. We will solicit proposals once our needs assessment is completed and we have a strategy on the types and amount of issues we will address.
<b>9. Prepare RFQ for Planning Services</b>	8/10/11	Completed	Contract awarded to Brewster-Thornton Architect & Planning Group. They have been conducted a series of meetings with various partners in the planning process.
<b>10. Establish accounting/finance drawdown procedures</b>	8/12/11	Completed.	PHA's Finance & Accounting Department have engaged LOCCS system and are drawing down funds from the LOCCs system.
<b>11. Riverside Mills Environmental Education Center</b>		See below.	
<b>11-a. Selection of Financial Feasibility &amp; Fund Development Consultant</b>	9/1/11	Contract awarded to OHC.	Contract with Olneyville Housing was just executed. They will be engaging a third-party to undertake this work.

11-b.	<b>Initial Go/No Go decision on Feasibility</b>	12/1/11	Behind Schedule	The stability and feasibility study of the building is underway. Third parties are still in the process of assessing the structural components of the historical building and preparing a financial model that will allow reuse of the building as an education center.
11-c.	<b>Selection of Architect, Environmental Consultant</b>	2/1/12	On schedule.	
11-d.	<b>Completion of Funding Package including schematics</b>	7/1/12	On schedule.	
<b>12. Education &amp; Child Development System Assessment</b>			See below	
12-a.	<b>Prepare sub grantee agreement with Meeting Street</b>	9/1/11	On schedule	Scope of Work was determined and a contract was executed with Meeting Street School to conduct the assessment. The contract requires the report to be completed by June 30 <sup>th</sup> .
12-b.	<b>Completion of Assessment</b>	6/30/12	Not due	Assessment, per executed contract, will be completed on or before June 30, 2012.
12-c.	<b>Development of program/practitioner recommendations</b>	6/30/12	Not due.	
<b>13. Capacity Assessment &amp; TA delivery to Grassroots Olneyville organization</b>			See below.	
13-a.	<b>Prepare sub grantee agreement with New Roots</b>	9/1/11	MAJOR CHANGE	It has been determined this service is not necessary. New Roots has a grant from other sources to provide training to nonprofit organizations. These funds will be reprogrammed at an upcoming meeting.
13-b.	<b>Outreach to potential organizations</b>	12/1/11	<b>See 13A above</b>	
13-c.	<b>Development of organizational needs assessment &amp; TA plan</b>	3/1/12	See 13a above	

13-d. Delivery of TA services	9/1/12	See 13a above	
14. Award Planning Services Contract	8/29/11	Contract executed.	Brewster-Thornton Architect Group is compiling data/information, conducting site assessments, compiling data, meeting with principals and partners. Conceptual planning documents prepared for Manton Heights and contiguous properties.
15. Neighborhood Economic & Workforce Development Plan		See below.	
15-a. Selection of consultant	2/2012 (new date)	Behind schedule.	Principals' Committee prepared scope of services for this task. RFQ was distributed to three vendors for bid on 1/6/12. New estimated completion date for issuance of contract: February 2012.
15-b. Evaluation of current needs & resources	2/2012 New date)	Behind Schedule	RFQ was sent out on 1/6/12 to OIC of RI, Eric Hangen, and Social Ventures Partners of RI.
15-c. Development of options for neighborhood economic development	2/1/12	Not due.	
15-d. Completion of neighborhood economic & workforce development plan	7/1/12	Not due.	
16. Prepare Sub-grantee Agreements for Olneyville Housing Corporation	9/16/11	Agreement executed.	
17. Develop "Olneyville Choice" Website		Completed and ongoing.	Initial "start-up" website is on-line. The site contains some basic planning documents, schedules, a photo gallery and maps.
17-a. Select website designer	8/15/11	Completed	
17-b. Determine website content	8/22/11	Completed.	(Initial) Still a work in progress. Photo Gallery, Principal links, Reports, & Assessments. Historic info on industrial sites coming soon.
17-c. Create website	9/16/11	Created and on-line.	
17-d. Website operational	10/31/11	Completed: <a href="http://www.choiceolneyville.com">www.choiceolneyville.com</a>	

<b>18. Award Engineering Services Contract (Geothermal)</b>		See below.	
<b>18-a. Determine Scope of Work</b>	8/15/11	Completed and reviewed by appropriate program and legal staff.	
<b>18-b. RFQ</b>	8/22/11	In progress. Sent to qualified engineering firms.	The RFQ was just sent to qualified engineering firms (approximately a month behind original schedule). RFQs will be received by the end of month. After a week of review, a contract for the engineering study will be awarded. All work is estimated to be completed by November 30, 2011.
<b>18-c. Selection</b>	9/5/11	Behind Schedule	All three bids from engineering firms for contract came in extremely high, all exceeding that of allocated budget. PHA is narrowing the scope of work to be more precise in order to bring lower fees on bids received previously. The final decision should be reached by the end of January 2012.
<b>18-d. Completion</b>	10/1/11	Not due.	Will be approximately one month behind original schedule.
<b>19. Conduct Neighborhood Survey</b>		See below.	
<b>19-a. Survey committee selected</b>	9/2/11	Completed	
<b>19-b. Content of survey determined</b>	9/12/11	Completed	
<b>19-c. Survey conducted</b>	10/10/11- 11/18/11	Completed	
<b>19-d. Data compiled &amp; analyzed/Report generated</b>	12/16/11	Behind schedule.	This survey is in reference to the PHA's Manton Heights resident survey. Final report will be completed by January 2012.
<b>20. Quarterly Reports Due</b>			
<b>20-a. 10/15/11 Q/R</b>	10/15/11	Completed	
<b>20-b. 1/15/12 Q/R</b>	1/15/12	Completed (this report)	
<b>20-c. 4/15/12 Q/R</b>	4/15/12	Not due	

20-d. 7/15/12 Q/R	7/15/12	Not due	
20-e. 10/15/12 Q/R	10/15/12	Not due	
20-f. 1/15/13 Q/R	1/15/13	Not due	
20-g. 4/15/13 Q/R	4/15/13	Not due	
21. Principals Meeting	Monthly	On schedule	Five meetings have been conducted. Committee meets on the 3 <sup>rd</sup> Friday of each month. 12/15/11 Principals' and Partner Meeting conducted with HUD representatives. January 2012 meeting scheduled for 1/20/2012.
22. Choice Neighborhood Informational Meetings	10/19/11 1/18/12 4/18/12 7/18/12 10/17/12 1/16/13 4/17/13	Completed <b>Not due</b>	
23. Conduct Partners Meetings	9/15/11 12/15/11 3/15/12 6/14/12 9/13/12 12/13/12 3/14/13 6/20/13	Conducted Conducted	10/27/11-Possible partner meeting with Emerald Cities Providence Steering Committee (Energy Renovations) 10/28/11- PHA met with Angela Romans, the Education Advisor for the Mayor's office. The PHA highlighted the importance of the D' Abate School within the Olneyville neighborhood as well as updated her on CNI planning process. 12/20/11-PHA met with Brewster Thornton to discuss the physical need of Manton Heights. Other meetings held with: Center for Supportive Housing, Rhode Island Housing, Housing Works, Providence Police Department.

<b>24. Conduct Neighborhood Comprehensive Needs Assessment</b>		See below	
<b>24-a. Housing Component</b>	11/15/11	Underway	BTGA conducted a survey of existing conditions at Manton Heights to assess the structures and reviewed with PHA. Additional needs and improvements were discussed. In December 2011. Meetings schedule with two assisted housing providers: Olneyville Towers and Curtis Arms Apartments. Olneyville housing needs assessment completed.
<b>24-b. Infrastructure Component</b>	12/15/11	Underway	BTGA reviewed Manton Heights development & surrounding streets to assess connection to existing neighborhood. BTGA presented (to PHA) a planning document indicating areas of potential improvement. Information on infrastructure needs for entire neighborhood compiled and updated.
<b>24-c. Supportive Services Component</b>	2/1/12	Not due	While not due, existing programs that are under-capacity due to funding are being reviewed to determine expansion under CNI.
<b>24-d. Job Training/Job Creation Component</b>	2/1/12	Not due	
<b>24-e. Safety Security Component</b>	2/1/12	Not due	
<b>24-f. Educational Component</b>	2/1/12	Not due	
<b>25. Complete Neighborhood Comprehensive Needs Assessment</b>	4/15/12	Not due	
<b>26. Strategy Session Retreat (Develop Outline of T-Plan) Housing Neighborhood People</b>	5/2012	Not due	
<b>27. 1<sup>st</sup> Deliverable: Outline of Transformation Plan</b>	6/29/12	Not due	

28. 2 <sup>nd</sup> Deliverable: Outline w/Content	9/29/12	Not due	
29. 3 <sup>rd</sup> Deliverable: Draft Transformation Plan	12/29/12	Not due	
30. Neighborhood Public Hearing on draft plan		Not due	
31. 4 <sup>th</sup> Deliverable: Final Draft Transformation Plan	3/29/13	Not due	



2. Confirm the planning is on budget (according to the submitted budget). Including a breakdown of the amounts spent to-date by line item. If not on budget, explain why and the plan to get back on budget.

Budget Line Items	Amount Budgeted	Amount Expended To-Date	Amount Remaining In Budget	Comments
<b>BLI 1410: Administration</b>				
1. <u>Planner/Administrator</u> Two years 12.5% FTE PHA	\$15,000	\$9,202.39	\$5,797.61	Expenditure exceed planned amount due to time dedicated to project. Any costs after aggregate expenditure will be absorbed by PHA.
<b>BLI 1430: Fees &amp; Costs</b>				
1. <u>OHC Community Organizer</u> Planning Coordinator Salary, fringe and overhead 2-years (50% FTE)	\$50,000	\$17,675.32	\$32,324.68	
2. <u>OHC Technical Assistance</u> Capacity assessment of nbhd nonprofits and TA delivery to grassroots organizations in neighborhood.	\$7,000	0	\$7,000	These funds will be reallocated. Funds for service not required
3. <u>Riverside Mills Predevelopment Fees</u> Planning and predevelopment costs for Riverside Mills Education Center. Consultants, A&E fees	\$55,000	0	\$55,000	We will commence drawing down funds shortly. Financial system for grant has been created and is now operational.
4. <u>Manton/Olneyville Design/Plan</u> Site planning and design work costs for Manton Heights housing development. A&E & planning fees.	\$63,000	\$10,391.25	\$52,608.75	
5. <u>Education &amp; Childhood Development Study</u> Fees for subgrantee to conduct assessment and recommendations to improve education and childcare in	\$25,000	0	\$25,000	We will commence drawing down funds shortly. Financial system for grant has been created and is now operational.

the neighborhood.				
6. <u>Assessment: Nbhd Economic &amp; Workforce Development</u> Fees to consultant to undertake a study of the neighborhood and to make recommendations.	\$25,000	0	\$25,000	We will commence drawing down funds shortly. Financial system for grant has been created and is now operational.
7. <u>Website Development</u> Creation of an interactive website for the CNI neighborhood and general public providing information on progress, meetings, documents, etc.	\$10,000	0	\$10,000	These funds require an account change to Administration (BLI 1410), since the it is a PHA staff person creating and administering the web site and not a contracted entity. This will take place before next quarterly report.
<b>TOTAL</b>	<b>\$250,000</b>	<b>\$37,268.96</b>	<b>\$212,731.04</b>	
		15%	85%	

3. Provide a narrative to be shared with other Choice Grantees describing your progress to-date on the Transformation Plan, including:

a. Additional resources secured to support planning efforts

The **City of Providence, Department of Planning and Development** is actively engaged in several initiatives in Olneyville Square and along Manton Avenue: The City received a \$1M Planning Grant called the **Community Challenge Grant** from the HUD Office of Sustainable Communities and Housing to conduct detailed corridor studies for the five busiest transit routes in Providence. Manton Avenue is one of the corridors in the study. Manton Avenue is the major commercial street through the CNI neighborhood. The planning grant will engage community partners, evaluate the performance of bus routes, gather community input about transportation needs and satisfaction, and recommend prioritization for bus route investments as well as develop a detailed land use study of each corridor. There is an opportunity to implement improvements to each of the corridors using CDBG funds this year.

The City of Providence was also selected for the **ULI (Olneyville Land Use Challenge)** to participate in the ULI's Daniel Rose Center Fellowship Program. The mission of the ULI Rose Center is to encourage and support excellence in land use decision-making, by providing public officials with access to information, best practices, peer networks, and other resources to foster creative, efficient, practical, and sustainable land use policies.

As part of the fellowship, ULI assembles a team of real estate and economic development professionals to assist the City with a land use challenge. Olneyville Square has been selected as the focus of the ULI's efforts in Providence. There have been a number of significant planning efforts in Olneyville in recent years. The City's neighborhood plan, the LISC community contract and Olneyville Housing Corporation's community plan all have helped to identify community priorities. The ULI team will build on the work that has already been done and help us identify immediate, short- and long-term actions that will help spur economic development, job creation and growth that will catalyze revitalization throughout the Square. The ULI team will be conducting stakeholder interviews on January 24<sup>th</sup> at the Building Futures organization. The team will present their recommendations to the city on January 26<sup>th</sup>.

In addition, the Department of Planning and Development is coordinating with the **RI Department of Transportation – Manton Avenue Improvements** Manton Avenue is currently undergoing road, street and crosswalk improvements under a RIDOT Enhancement Project. Lastly, the City has applied for applied for **State grant to conduct feasibility study of reconnecting streets in Olneyville Square to improve traffic flow and improve access to and from the Square.**

The **Providence Housing Authority** has received several grants from HUD and other sources to assist in supportive services in the area. One grant (ROSS) will provide funding for the Manton Heights Resident Service Coordinator. Renewed funding for **Family Self-Sufficiency Program** Coordinators will allow us to expand our capacity in enlisting more families for the very successful FSS program. The PHA also received a Family Success Center grant from L.I.S.C. to bring more residents into a structured program

to allow them to improve their finances, credit score, learn soft job skills and seek employment. The FSC has 128 residents currently being assisted and the Center hopes to have all of the residents involved in the Family Self Sufficiency (FSS) Program also join the FSC. Mr. Shea mentioned that part of the CNI grant's focus is to assist in breaking down social barriers; the FSC is a good place for this change to begin.

**Children's Friends & Services**, local nonprofit that operates preschool programs, has also renewed their lease at the Manton Heights Community Center to provide all day Head Start for pre-school children.

**Meeting Street School** has commenced implementation of a multi-year program that will track children from birth through pre-school. This program is being operated exclusively in the Olneyville/Manton area.

The PHA and **Olneyville Housing Corporation** have partnered with Meeting Street School (another CNI partner) to apply for a Promise Neighborhood grant through the **Department of Education**. The PN grant impacts area includes Olneyville/Manton Heights.

An organization, known as the **Rhode Island Mayoral Academies**, has met with representatives of the PHA and other organizations to determine whether a "Mayoral Academy" would be suitable for the CNI neighborhood. RIMA is a statewide network of high performing public schools. Several vacant buildings have been looked at for potential sites for an academy. The City of Providence, via the Department of Planning & Development, will coordinate the implementation of a weatherization and healthy homes initiative under a grant known as the **Green and Healthy Homes Initiative** Neighborhood Innovation Pilot Program. This pilot program will take place in the Olneyville neighborhood and the adjoining Valley neighborhood. The pilot will incorporate an intensive community-based marketing and resident education campaign, include comprehensive minority contractor training and development, and will be thoroughly evaluated by an independent evaluator.

**b. Additional resources secured to secure implementation.**

All the resources cited above will contribute to implementation of a Transformation Plan in Olneyville. While not "secured," we are confident of receiving CDBG, HOME and private Foundation funds, as well as tax credits for housing. These and other sources will be inventoried in the Transformation Plan.

**c. Breakdown of progress against three core CNI goals: People, Housing and Neighborhoods.**

**People:**

Neighborhood meetings continue to take place. Both OHC and PHA hold regular meetings with our separate constituents about matters affecting their organizations. We have planned a "general" neighborhood informational meeting about CNI progress and to receive feedback.

Several grants mentioned above have been secured to engage in improving the lives of residents in the area. The PHA is surveying its residents at Manton Heights using OHC's model survey. A preliminary report was provided to HUD representatives on 12/15/11 while the final report will be completed in January 2012. In addition the PHA will be conducting its Supportive Services Needs Assessment at Manton heights (and elsewhere) in the near future.

**Housing:**

OHC continues its housing efforts in the Olneyville neighborhood by acquiring and rehabilitating vacant and/or foreclosed properties. They made significant progress in identifying foreclosed properties and advocating owners, including banks, to secure and rehabilitate the properties, or negotiate a sale to OHC. OHC has several tax credit proposals they are seeking state and local HOME funds and tax credits. During the week of October 17<sup>th</sup>, OHC will receive final commitment for LIHTC for Olney Village, a 41-unit scattered site, foreclosed property around the D'Abate School The OHC also has been selling newly constructed affordable housing units they have built using HOME and tax credits. The PHA is planning on purchasing up to three units from OHC using Replacement housing factor funds received from HUD.

The PHA has completed three roofs replacements at Manton Heights and continues to improve its camera surveillance system and to make site improvements.

**Neighborhood:**

Street improvements are being made to Manton Avenue, the main thoroughfare through the Olneyville neighborhood. These improvements will result in improved access for mobility-impaired individuals. Some street amenities are also being undertaken with these funds.

**[See A above]**

**d. Any challenges being faced, including any with which HUD or other Grantees may be able to provide assistance.**

None at this time have been identified.

