

**Quarterly Report for Choice Neighborhoods Planning Grants**

<b>Grantee Name:</b>	<b>Providence Housing Authority</b>
<b>Co-Grantee name:</b>	<b>Olneyville Housing Corporation, L.I.S.C ., City of Providence (Planning Dept.)</b>
<b>Quarter and Date of Report (e.g. FY12 Q1, January 15 2012):</b>	<b>FY13-Q2, October 15, 2012</b>

1. Confirm the planning is on 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. Specifically, please include every key activity that should have been underway and/or completed in this quarter, per the approved Program Schedule. Also, please indicate key activities you will be undertaking in the upcoming quarter.

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.

7. <b>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>
8. <b>Request for Ideas/Proposals from Partners</b>	9/15/11	In progress	<p>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.</p>
9. <b>Prepare RFQ for Planning Services</b>	8/10/11	Completed	<p>Contract awarded to Brewster-Thornton Architect &amp; Planning Group. They have been conducted a series of meetings with various partners in the planning process.</p>
10. <b>Establish accounting/finance drawdown procedures</b>	8/12/11	Completed.	<p>PHA's Finance &amp; Accounting Department have engaged LOCCS system and are drawing down funds from the LOCCs system.</p>
11. <b>Riverside Mills Environmental Education Center</b>		See below.	
11-a. <b>Selection of Financial Feasibility &amp; Fund Development Consultant</b>	9/1/11	Contract awarded to OHC.	<p>Contract with Olneyville Housing was just executed. They will be engaging a third-party to undertake this work.</p>
11-b. <b>Initial Go/No Go decision on Feasibility</b>	12/1/11	Behind Schedule.	<p>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</p>

			building and preparing a financial model that will allow reuse of the building as an education center. In April, the Woonasquatucket River Watershed Council (WRWC) did decide to demolish the Riverside Mills building. The WRWCI submitted an application and presentation to the Historic District Commission for permission to tear down the existing Riverside Mills structure (meeting set on 4/23/11 0. 7/12/12-permission to demolish was granted.
<b>11-c. Selection of Architect, Environmental Consultant</b>	2/1/12	Completed	Rustpoint Advisory Business Planning, Fund Development and Building Development Consultant for the successful completion of the new Center at the same site.
<b>11-d. Completion of Funding Package including schematics</b>	7/1/12	Completed	
<b>12. Education &amp; Child Development System Assessment</b>		See below	
<b>12-a. 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> .
<b>12-b. Completion of Assessment</b>	6/30/12	Complete	Assessment, per executed contract, report was completed on June 30, 2012.
<b>12-c. Development of program/practitioner recommendations</b>	6/30/12	Completed	The summary of the report stated that participants agree that there is a need for (1) increased collaboration and communication among all stakeholders, (2) more information on child development, and (3) accessible services for parents and educators alike to help all young children enter kindergarten ready to learn. These findings demonstrate the necessity of a comprehensive and integrative approach to the health development of young children and support the development of an inter-connected continuum of services to accomplish this. Also, each child in kindergarten will

			have a portfolio inclusive of home, physical, and academic information for their educators.
<b>13. Capacity Assessment &amp; TA delivery to Grassroots Olneyville organization</b>		See below.	
<b>13-a. 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.
<b>13-b. Outreach to potential organizations</b>	12/1/11	See 13A above	
<b>13-c. Development of organizational needs assessment &amp; TA plan</b>	3/1/12	See 13a above	
<b>13-d. Delivery of TA services</b>	9/1/12	See 13a above	
<b>14. Award Planning Services Contract</b>	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.
<b>15. Neighborhood Economic &amp; Workforce Development Plan</b>		See below.	
<b>15-a. Selection of consultant</b>	2/2012	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. 3/29/12: contract between the PHA and Social Venture Partners of Rhode Island (SPVRI) was executed
<b>15-b. Evaluation of current needs &amp; resources</b>	2/2012	Underway	SPVRI reports that the study is well underway. Components of study: 1) 4 focus groups with area business 2) interviews with new area businesses 3) identifying emerging micro enterprises 4) creating online incubator with 10 participants to assist in establishing new business in the area.
<b>15-c. Development of options</b>	2/1/12	Underway	SVPRI coordinated with Bryant University to conduct

<p><b>for neighborhood economic development</b></p>			<p>focus groups. The focus groups are made up of individuals interested in starting a business, including those who have completed the Sherwin Williams Home-Work Painter Program. Additionally, interviews will be conducted with existing businesses in Olneyville Square. The interviews will include questions regarding the new store front ideas proposed by Brewster Thornton.</p> <p>August 2012- SVPRI has worked on conducting outreach for the Online Business Incubator and developed a plan to further develop Olneyville Housing's two social enterprises - the Business Improvement District (BID) and One Olneyville a landscape and snow business. The Capacity Group was hired to develop the business plan for the Business Improvement District. The Group has been working closely with OHC and have made significant progress.</p> <p>September 2012- SVPRI hired a business engagement specialist, Julie DiBari from the Capacity Group who completed and submitted the business plan for the Business Improvement District and One Olneyville.</p>
<p><b>15-d. Completion of neighborhood economic &amp; workforce development plan</b></p>	<p>7/1/12</p>	<p>Behind Schedule</p>	<p>SPVRI interviews with business owners, members of various neighborhood agencies, and residents were conducted and the interview results are available. A preliminary Summary of Findings report is available. The final report is pending.</p>
<p><b>16. Prepare Sub-grantee Agreements for Olneyville Housing Corporation</b></p>	<p>9/16/11</p>	<p>Agreement executed.</p>	
<p><b>17. Develop "Olneyville Choice" Website</b></p>		<p>Completed and ongoing.</p>	<p>Initial "start-up" website is on-line. The site contains some basic planning documents, schedules, a photo gallery, maps, and neighborhood history planned.</p>
<p><b>17-a. Select website designer</b></p>	<p>8/15/11</p>	<p>Completed</p>	

<b>17-b. Determine website content</b>	8/22/11	Completed.	(Initial) Still a work in progress. Photo Gallery, Principal links, Reports, & Assessments. Historic info on industrial sites coming soon.  10/15/12- The following additions are underway: listing Meeting Street as Partner and adding marketing materials, Resident Meeting slideshow and pictures.
<b>17-c. Create website</b>	9/16/11	Created and on-line.	
<b>17-d. Website operational</b>	10/31/11	Completed: <b>www.choiceolneyville.com</b>	
<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	See Explanation	The Geothermal scope of work has been reevaluated and is no longer being considered due to the decision to submit an Implementation Grant application to demolish the Manton Heights family development.
<b>18-d. Completion</b>	10/1/11	Postponed.	Geothermal activities have been postponed due to the Principals' consideration of demolition of Manton Heights.
		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	

19-d. Data compiled & analyzed/Report generated	12/16/11	Completed	This survey is in reference to the PHA's Manton Heights Need Assessment. Final report was completed in January 2012.
<b>20. Quarterly Reports Due</b>			
20-a. 10/15/11 Q/R	10/15/11	Completed	
20-b. 1/15/12 Q/R	1/15/12	Completed	
20-c. 4/15/12 Q/R	4/15/12	Completed	
20-d. 7/15/12 Q/R	7/15/12	Completed	
20-e. 10/15/12 Q/R	10/15/12	Completed (this report)	
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	<p>Monthly meetings have been conducted. Committee meets on the 3<sup>rd</sup> Friday of each month. The Principals met a few times with various partners to discuss the feasibility of applying for the new round of Implementation Grants</p> <p>10/15/12-The Principals have decided to move forward with an Implementation Grant application due April 2013.</p> <p><b>This quarter's meetings are listed below (meetings available):</b>  August 23, 2012-HUD conference call  August 24, 2012-Principals Meeting  September 13, 2012-Principals met with PHA's Interim Executive Director  September 28, 2012-Principals Meeting  October 9, 2012-HUD conference call</p>
22. Choice Neighborhood Informational Meetings	10/19/11 1/18/12 4/18/12 7/18/12 10/17/12	Completed Completed Completed Postponed Completed	07/18/12-The Manton Heights resident meeting has been postponed due to the changes in the Transformation Plan's direction regarding the MH demolition. PHA is to meet with Corcoran Jenison Associates to create a multi-purpose survey, needs assessment, and one-on-one interview guide to pre-

	1/16/13 4/17/13		<p>survey residents/collect information (combine it with most recent outline information) that will be pertinent and effective at next CNI Information Meeting (August or September).</p> <p>10/10/12-A Manton Heights Resident Meeting was held in order to update residents on the goals of the CNI Planning Grant, discuss the elements of the Transformation Plan, inform the residents of the importance of forming a MH Planning Committee, convey the importance of having all Manton Heights residents as Partners in the CNI planning process and discuss the Resident Assistance Demonstration (RAD) program. 118 residents attended the meeting and 33 Manton Heights' residents signed up to join the Planning Committee. Also present, was Public Housing Revitalization Specialist, Maura O'Brien. The following Principal Partners were also in attendance: OHC, Corcoran-Jennison, and the American City Coalition (TACC). Twenty-two residents provided questions, which were documented, and will be answered by TACC. The answers will be returned by mail.</p>
<b>23. Conduct Partners Meetings</b>	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 Not Conducted Conducted on 7/12/12 with BTAG Conducted	09/23/2012-Principals meet with PHA's Interim Executive Director 09/28/2012-PHA visits Boston's Harbor Point 10/09/2012-OHC and Corcoran Jennison met with internal PHA staff 10/10/2012-PHA, OHC, LISC and Planning Dept. meeting with Mayor-postponed
<b>24. Conduct Neighborhood Comprehensive Needs Assessment</b>			
<b>24-a. Housing Component</b>	11/15/11	Underway	See BTAG outline.



24-b. Infrastructure Component	12/15/11	Underway	See BTAG outline.
24-c. Supportive Services Component	2/1/12	Underway	See BTAG outline.
24-d. Job Training/Job Creation Component	2/1/12	Underway	See BTAG outline.
24-e. Safety Security Component	2/1/12	Underway	See BTAG outline.
24-f. Educational Component	2/1/12	Underway	See BTAG outline.
25. Complete Neighborhood Comprehensive Needs Assessment	4/15/12	Underway	See BTAG outline.
26. Strategy Session Retreat (Develop Outline of T-Plan) Housing Neighborhood People	5/20/12	Completed.	A retreat was not scheduled, but the meeting in June 2012 served as a "charette" to develop the outline submitted on 6/29/12.
27. 1 <sup>st</sup> Deliverable: Outline of Transformation Plan	6/29/12	Completed	See BTAG outline.
28. 2 <sup>nd</sup> Deliverable: Outline w/Content	9/29/12	Completed	See OHC Transformation Outline #2 submitted on September 28, 2012
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 amounts spent to date by line item. If not on budget, explain why and the plan to get back on budget. If a budget modification is being requested, note that here.

Budget Line Items	Amount Budgeted	Amount Expended to Date	Amount Remaining in Budget	Comments
<b>BLI 1408 – Capacity Building</b>				
1.				
2.				
3.				
<b>BLI 1410 – Administrative</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 and Costs</b>				
1. <u>OHC Community Organizer</u> Planning Coordinator Salary, fringe and overhead 2-years (50% FTE)	\$50,000	\$50,000	\$0.00	
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>	\$55,000	\$55,000	\$0.00	

Planning and predevelopment costs for Riverside Mills Education Center. Consultants, A&E fees				
4. <u>Manton/Olneyville Design/Plan</u> Site planning and design work costs for Manton Heights housing development. A&E & planning fees.	\$63,000	\$37,123.62	\$25,876.38	
5. <u>Education &amp; Childhood Development Study</u> Fees for subgrantee to conduct assessment and recommendations to improve education and childcare in the neighborhood.	\$25,000	0	\$25,000	
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	\$16,397.75	\$8,602.25	
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 it is a PHA staff person creating and administering the web site and not a contracted entity. Request has been made, change pending.
<b>TOTAL</b>	<b>\$250,000</b>	<b>\$167,723.76</b>	<b>\$82,276.24</b>	
		67%	33%	

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 (i.e. new sources of leverage)

**Principal Partner Updates:**

- **OHC** is conducting the following Transformation Grant Activities: **1)** working on a 9% tax credit program to address Olneyville's vast foreclosure problem, **2)** creating a Nuisance Task Force designed to better community relations through relevant neighborhood concerns **3)** addressing legislative changes made in Providence's homeownership and foreclosures, and **4)** developing a new economic development program in conjunction with the Neighborhood Stabilization Program (NSP). Additionally, OHC has acquired 7.5 acres and the Imperial Knife Company properties adjacent to the target development.
- **The Providence Planning Department** assisted with the completion of the Manton Heights' Avenue transit analysis. The City and RIPTA worked together to conduct the study, in order to improve transit service, enhance bus stops and other pedestrian amenities.
- In order to help strategize ways to be of added value to local sites that are working on Choice Neighborhood Initiatives, **LISC** invited the Vice President of National LISC's Affordable Housing Preservation Initiative to attend the September 28, 2012 Principals Meeting. Additionally, LISC and City funds are being used to make various improvements at the William D'Abate School (located in Olneyville).
- **Meeting Street**, with help from Choice and the United Way, conducted a community assessment of the early childhood development and educational systems in Olneyville. The participants of the study included Olneyville community representatives, parents, early educators, and teachers. Meeting Street determined the steps needed to prepare children and their families to attend kindergarten, have a successful transition into kindergarten, and once there, succeed, and be positioned to be life-long learners. **Please see attached report.**
- **BTGA** is currently responsible for the façade improvements of the businesses in the Olneyville Square. **Please see attached designs.**
- **Corcoran-Jennison Companies**, a for-profit developer, is working with Utile Designs (design firm) to research the Manton Heights land and the surrounding community to address the expectations and feasibility of unit density. This is being done with the primary goal of limiting the isolation of Manton Heights.
- **The American City Coalition (TACC)** leverages resources from the private sector, government and foundations to support multi-sector strategies and programs that revitalize poverty-stricken urban areas. Currently, TACC is

finalizing a 100 question survey/assessment that will be administered to the residents of Manton Heights. TACC estimated that about 150-170 surveys will be returned (51%). The survey will be conducted by trained researchers who will make appointments with residents.

- b. Detail on leverage secured and spent to date to support planning efforts (please list, at a minimum, all leverage included in grant application) **PLEASE SEE ATTACHED LEVERAGING DOCUMENT.**

Source of Leverage	Intended Use	Dollar Amount Secured	Dollar Amount Spent to Date

- c. Additional resources secured to support implementation

The PHA is planning to apply for the RAD program by October 24, 2012.

d. Breakdown of progress against the three core CN goals: People, Housing, and Neighborhoods

Please see attached Transformation Plan Outline #2.

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

N/A

f. Any recent press coverage, web content, research, planning information or other materials that you have found helpful and would like to share with others.

Underway.