

LOI Form

LOI

If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: [Download LOI](#)

The rubric that will be used to score your Letter of Intent can be found here: [Download LOI Rubric](#)

Please pay attention to character limits while working on your draft. These limits include spaces.

Organization Name*

People Empowering and Restoring Communities (PERC)

Project Name*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal.

PERC SHARE (Services Housing and Renovation Expansion) Project

EIN*

59-3643636

Incorporation Year*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

1999

Organizational Mission Statement*

What is your organization's mission statement? This should be no longer than one or two sentences.

Pinellas Ex Offender Re Entry Coalition – Mission Statement

The mission Pinellas Ex Offender Re Entry Coalition (PERC) is to help the offender become and remain an ex-offender, taxpaying citizen reunited with family through advocacy, education, programming and comprehensive service delivery and referral. We believe that the successful reentry of offenders who become and remain ex-offenders is excellent public safety policy.

Pinellas Ex Offender Re Entry Coalition – Vision Statement

Successful re-entry of offenders who become and remain ex-offenders is excellent public safety policy

Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on SAM.gov and apply for one here (it is free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

TRLWL1B2MEU9

Annual Operating Budget Size*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$2,760,043.00

Amount Requested*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.

\$2,461,492.00

Does the total project cost exceed the amount your organization is requesting?*

Please note: Answering "Yes" will cause additional questions to load later in this application.

Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

Yes

Parent Non-Profit/Subsidiaries*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

Example

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

Request Specifics

Organization Programming Background*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

PERC has worked tirelessly in the Tampa Bay community for nearly 30 years through advocacy and action focusing on returning citizens from incarceration. We are community based as an organization- beginning (and maintaining) a grass roots coalition approach. PERC case managers provide comprehensive, intensive re-entry case management services, including but not limited to job development and placement, job retention skill training, transitional housing, assessments, evaluations and referrals for substance abuse and mental health treatment, linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training – all outlined in a unique, individualized case plan that is updated regularly. This includes intensive levels of service pre-release to post release, with services intensive and decreasing over time. Beyond this, PERC is also a licensed out-patient substance abuse provider, licensed batterer's intervention program provider, licensed HIV/AIDS testing and education provider, and provides many other cognitive education classes such as life skills, advanced life skills, anger management, errors in thinking, just to mention a few.

Community Need*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

Community need involves making our community safer by creating an environment that allows successful reentry of returning citizens as well as working with high at-risk populations to avoid becoming emersed in the criminal justice system. The more successful we are, the safer our community is. We do this beginning by providing comprehensive reentry case management services, including but not limited to job development and placement, job retention skill training, transitional housing, permanent supportive housing, permanent (affordable) housing, assessment, evaluation and referrals for substance abuse and mental health treatment,

linkages for subsistence needs (beyond housing), partnerships for GED and adult basic education, and employment training. This is all done through unique, individualized case plan that is updated regularly. This includes intensive levels of service pre-release to post release as appropriate. Beyond this, PERC is also a licensed out-patient substance abuse provider, licensed batterer's intervention program provider, licensed HIV/AIDS testing and education provider, and provides many other cognitive education classes such as life skills, advanced life skills, anger management, errors in thinking, just to mention a few. PERC also offers larger comprehensive programs either as a lead agency or as a collaborative partner. Programs have included the St. Pete Works workforce development collaborative, the Tampa Bay Career Pathways Collaborative employment program, and many others. Currently, PERC has expanded its services as a housing provider having added a Transition in Place program from the Veteran's Administration in support of our Tiny House Veteran's Village housing and training program and is working to address gun violence in St. Petersburg with our Hidden Voices program. The community need continues to be great as we hope to enter into an endemic phase with COVID 19, and we stand ready to meet this need.

Negative Economic Impact*

The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.

Describe your organization's negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question PROVIDED THAT the negative economic impact is relevant to both requests.

PERC has seen multiple negative impacts resulting from the pandemic leading to a request for ARPA funds in both the Small Purchase and Large Project grant application process. First, this began and continues with increased service demand in our housing programs – transitional, permanent supportive, and permanent with an ongoing incredible need for affordable, workforce housing; intensive and individualized comprehensive case management with an increased focus on treatment and mental health services; and employment readiness and training programs leading to upwardly mobile career pathways including reliable consistent transportation related to employment. Second, inflationary pressures on projects that began prior to or during the COVID 19 pandemic are real. PERC received an award through the CDBG program pre-pandemic in the amount of \$775,000. This project largely halted in March 2020 looking to largely restart in the fall of 2021. At that time, the anticipated increase in costs was approximately 26% and growing because due to supply chain issues also a result of the pandemic to over 30% today. Third, PERC has developed increased needs for capital assets to offset community needs where our organization does not have the resources to purchase due to the negative economic harm from the pandemic overall within the agency, as we

have not received additional revenue comparable to the needs we are requested. This is in two areas: first, the entire roof for the Continental Housing Program now has to be replaced per insurance requirements. We house typically between 90-100 persons in this program at any one time, and the cost for this (\$258,750) was not budgeted for – as it would have become a priority for fundraising – if fundraising efforts that were hampered by the pandemic were not more focused on housing and food security. At the same time, for the variety of services and programs offered at the Dr. David T. Welch in South St. Petersburg are facing similar issues – the plaza itself has three buildings in very high need of roof replacement, as efforts to constantly repair and maintain these them are simply failing. These are additionally needed for capital assets to adapt operations to accommodate health and safety guidelines by the CDC both in all of our programs. Finally, as we move into the endemic phase, we see a clear and long-term need in affordable, workforce housing that can be maintained at 60 or even in some cases 50% AMI. Simply, there isn't enough capacity in affordable rental housing for our citizens and the people we work with. Our WAVE project hopes to help with this need with the development (using those in our training programs) of up to 32 homes in the Lealman area.

Proposal Description*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?
- How does it address the negative economic harm you described in the previous question?

Three projects will be funded by SHARE. First, funds will be used to complete and expand on a project that was largely shut down by the pandemic, which is the renovation of the Continental Housing Program buildings. PERC was awarded funds to renovate buildings that are part of this program – but house what used to be a restaurant as well as the apartment complex. Working in coordination with several partners and Feeding Tampa Bay, the commercial kitchen is to be redone creating multiple programs for FTB, several classrooms are to be created for training programs, and office space for PERC and partners (PCSO, VA, CSP, DFL, others) created. Through the pandemic inflationary pressures and supply chain issues delayed this project over two years and have seen prices rise over 30%. These funds will be used to complete this project. In addition, through the course of the pandemic, insurance companies informed PERC that we would need to replace the roof over the housing program at a cost of approximately \$250k. Fundraising efforts undertaken during the pandemic were to keep people housed and to deal with food security, as well as case management. The estimated lifespan of all of the CDBG project should be well over 30 years, the estimated lifespan of the new roof is estimated between 20-30 years. The second project is the three roofs of the buildings that make up the Dr. David T. Welch Center for Progress and Community Development. This will be the final phases of the facilities committed to needs of underrepresented communities and persons in South St. Petersburg served by PERC, the NAACP, IDEA Pinellas (harm reduction), the Second Chance Tiny Home program, and Nixon & Co (asset development in South St. Petersburg). The estimated lifespan of the roofing systems should be between 20-30 years. Finally, the WAVE proposal will create up to 32 homes in Lealman for affordable, workforce housing. The endemic phase of COVID 19 has seen unheard of surges in rents charged by landlords, new construction that is not affordable, and the lack of accessible housing stock for marginalized populations. This project will work to keep this housing affordable with a lifespan of 99 years. The negative economic harm addressed by these combined efforts relates to transitional housing, permanent supportive housing, permanent housing, continued supports for case management needs of clients we serve, and employment training, development and placement.

Number Served*

How many people will directly benefit from this capital project annually?

1100

Unduplicated vs. Duplicated*

Is the number indicated above duplicated or unduplicated?

Duplicated: A client is counted each time they access services

Unduplicated: A client is counted once, regardless of the number of times they access services

Example: ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Other (Explanation Required Below)

Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

PERC sees a mix of unduplicated and duplicated clients. In our housing programs we can be specific and approximate that 132 unduplicated clients will benefit from the programs, however approximately 1000 +/- would be clients who we see multiple times over multiple programs. Additionally, when the renovation is complete at the Continental Housing Program, we will enter into an agreement with Feeding Tampa Bay to provide a production kitchen, training program, and clients at an undetermined rate for after school hot meals, medical prescription meals, CDL students getting hours behind the wheel with Feeding Tampa Bay in their Fresh Force program - and are not able to estimate those numbers current.

Rent vs. Own*

Does your organization rent or own the property for which you are proposing modifications?

Note: Selecting "Rent" will cause more questions to load below.

Own

Guiding Principles - Client Impact*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with

disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?

This project will absolutely and clearly benefit community members that have experienced disproportionate negative impacts from the COVID 19 pandemic. This will be by providing housing, continued comprehensive case management opportunities, and employment training, development and placement in upwardly mobile career pathways for our clients. PERC has deliberately and strategically opened four offices in Pinellas County that align with four of the five 'pockets of poverty' as outlined by Health and Human Services many years ago. The target populations to be served by the programs where the SHARE initiative will have direct impact are male and female adults 18 years old and up with primary focus in community redevelopment areas throughout Pinellas County. As reflected in poverty and crime rate table that utilizes data obtained through the American Community Survey Data the average population below the poverty level of the proposed target geographic area is an estimated 32%, while the index crime rate is 13.4% - more than double the crime rate for Pinellas County. The project will also focus on homeless adult individuals; (35% female; 64% male; 1% trans.); 38% African American, 3% Hispanic/Latino 5% Multi-Racial; 58% White (non-Hispanic); 5% veterans; 2% LGBT; 50% trauma-involved; 35% Co-occurring Disorders. These CRA's has the largest concentration of criminal offenses, arrests and recidivism in Pinellas County, accounting for 32.3% of offenses since 2009, and for 28% and 25% for all juvenile and adult arrests in the county. Uniform Crime Reports show offenses-per mile 2.26 times more concentrated in the CRA's compared to other areas in Pinellas County. These are at risk individuals with severe economic disadvantages – and our goals as an agency and goals of the programs that will benefit will directly impact individuals of these underserved communities where equity has been more of a word than an action. PERC, these programs, will continue to work to change this.

Community Connection

The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

To assess if your organization serves or is headquartered in a QCT, use the following link:

https://www.huduser.gov/portal/sadda/sadda_qct.html

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

Headquarters Location*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>

12810 US HWY 19 N, Clearwater FL 33764

QCT Determination - Headquarters*

Is this organization headquartered in a QCT?

No

Project Location*

Please provide the address or intersection where the property being modified is.

12810 US HWY 19 N Clearwater FL 33764; 1601-1523 16th Street S St. Petersburg FL 33705

QCT Determination - Project*

Is this organization's project in a QCT?

Yes

QCT Impact*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

PERC strategically has acquired property (specific to this project as well) in qualified census tracts in the North/South Greenwood area of Clearwater, the Highpoint area of Clearwater, East Tarpon Springs, and in the Midtown/Campbell Park area of South St. Petersburg. This was intentional- overwhelmingly most of our clients reside in these areas, thus live in qualified census tracts. The work proposed is in South St. Petersburg, the Highpoint area in Clearwater, and in Lealman.

QCT Determination - Clients*

Does this organization's project benefit residents of QCTs?

Yes

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

Community Representation and Connection*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Pinellas County is Florida's most densely populated county with Clearwater and St. Petersburg its largest cities, yet 12% of its population is living in poverty with an additional 30% living within the ALICE (Asset Limited, Income Constrained, Employed) threshold, a staggering 42% combined. Upwardly mobile career pathways with living wages that can ascend will be the key to its success as the cost of living continues to rise. Building wealth with better paying jobs in this County is how we can overcome asset limitation. The area's population growth has increased the critical demand for already-scarce affordable housing and contributes to the 2,415 homeless individuals based on the 2019 Point in Time survey. Substance use and mental health disorders are highly correlated with homelessness, as are loss of employment, poor health, and an inability to access needed services. Systemic problems including changes in housing markets, loss of public services, social supports, and persisting social ills (e.g., poverty and racism) affect who becomes homeless. Getting people ready for work is crucial, but the problem is a wholistic one, where housing stabilization, food security, transportation needs, and permanent housing all are interlinked as crucial to the success of individuals being served being able to progress out of poverty and into upwardly mobile career pathways. PERC has a long history of coordination with public, private, and non-profit agencies throughout Pinellas. For over thirty years, the Coalition has met once a month with program partners at Goodwill Suncoast, typically with 30-35 agencies present. For the past 23 years, PERC has hosted our annual Showcase of Services, with over 750 provider partners collaborating with clients. The current PERC email list of partners stands over 300 allowing services and collaborations to be coordinated. PERC coordinates with the St. Vincent DePaul Society (SVDP), Homeless Empowerment Program (HEP), the People of Manufacturing (TPOM), Career Source Pinellas (CSP), St. Petersburg College (SPC), Pinellas Technical College, Regions Bank, Fresh Start Mentoring, the Pinellas County Urban League, Habitat for Humanity, the Florida Dream Center, Fresh Force, and many other smaller organizations in support of our programs and clients.

Leadership Demographics - CEO/Executive Director*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

Leadership Demographics - Executive Level Leadership Team*

Does your executive leadership team consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

Leadership Demographics - Board Membership*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

LGBTQ+

Neurodiverse/physically disabled

Cost Difference

Estimated Total Project Cost*

Please specify the total cost of this capital project.

Example: ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$20,000 for certain equipment, and will seek other funding and donations for the remaining \$150,000 of the playground, for a total project cost of \$170,000. ABC Childcare would put \$170,000 below.

\$5,583,509.00

Cost Difference*

How does your organization plan to cover the cost of this project beyond the amount requested in this LOI? Please also specify if your organization can carry out the potential ARPA-funded portion of this project without other funding being secured.

This breaks down into three different projects.

1. Continental Housing Program Renovation, total project cost \$1,362,550. Currently PERC has a CDBG grant with funding at \$775,000. The ARPA fund request (\$587,550) is covering two parts of this project related to roofing that needs to be replaced that wasn't part of the initial project (\$258,750) and inflation/COVID 19 related increases in cost (in the original project estimated at \$328,800).
2. The Dr. David T. Welch Center of Progress and Community Development, total project cost \$508,200. Funding originally secured \$305,000. The APRA fund request (\$203,300) if for roof replacement of the Welch Plaza buildings.
3. The WAVE Affordable Workforce Housing Project, total project cost \$3,712,759. The financing plan includes \$1,598,566 in LIHTC 4% Tax Credits, Penny for Pinellas IV in the amount of \$443,451. The ARPA fund request (\$1,670,742) will pay the associated LIHTC Bonds allowing permanent housing affordability.

Financial Overview

Budget Summary*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.

Total ARPA Request:

\$587,550 Continental Housing Program
 \$203,200 Dr. David T. Welch Center for Progress and Community Development
 \$1,670,742 Wave Affordable Workforce Housing Program

Total ARPA Request: \$2,461,492

Continental Housing Program – CDBG Renovation and Roofing Project

Original CDBG allotment:	\$775,000
Increased cost due to inflation (estimated):	\$312,360
Roof replacement cost :	\$245,813
Admin Cost @5%	\$ 29,377
Total Project Costs	\$1,362,550
ARPA Request	\$ 587,550

Dr. David T. Welch Center for Progress and Community Development – CDBG Renovation and Roofing Project

Original CDBG allotment:	\$305,000
Roof replacement cost:	\$193,040
Admin cost @5%	\$ 10,160
Total Project Costs	\$508,200
ARPA Request	\$203,200

WAVE Affordable Workforce Housing Project

Specifically, the request would be to pay the LIHTC Bonds to ensure the long term sustained affordable housing at 60% AMI

ARPA Request \$1,670,742

Development Pro-Forma

32 Units

Expenses

Acquisition Costs	\$ -
Construction Costs	\$ 2,310,400.00
Development Costs	\$ 345,125.00
Planning Costs	\$ 369,664.00
Finance Cost	\$ 283,250.00
Contractor	\$ 404,320.00

\$ 3,712,759.00

Revenues

LIHTC Tax Credit	\$ 1,598,566.00
LIHTC Bonds	\$ 1,670,742.00
Penny IV	\$ 443,451.00
Total	\$ 3,712,759.00

Project Preparedness*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

Example

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

PERC ensures that if our letter of intent is approved, we will be able to submit a full proposal in 30 days. We have already secured bids and can quickly add more as required. Each project has unique features in preparedness. The Continental Housing Program has already selected a contractor (Hodge Management) for the renovation project. They went through the full CDBG process - meaning it was posted, we had a bidder's conference, bids were submitted, and Hodge was selected. We had the same process for the original renovation in the first phases of the Dr. David T. Welch Center for Progress and Community Development. Accordingly, we have had to different roofing companies bid for the roofing replacements that are needed at both project locations. The ARPA funding requested for these two projects are specific to inflationary costs and additional replacements of the roofs at both the Welch Plaza and the Continental Housing Program. The WAVE project has a full project proposal with timelines and the tentative contractor – Cleveland Construction – as part of that proposal. The owner of Cleveland Construction is Steve Cleveland who is also the Executive Director of the Florida Dream Center, who is very heavily involved with our construction training programs thus the Cleveland Construction selection. While this is a for profit company, the consideration of training and affordable housing is in conjunction with the needs of our non-profit organization and thus costs will be considerably more reasonable for completion of the entire project and 32 affordable workforce homes to be built than a traditional arrangement. This full proposal will be submitted if this portion of the project moves to the full proposal phase.

Other Funding Sources*

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

1. Continental Housing Program Renovation: CDBG grant with funding at \$775,000.
2. The Dr. David T. Welch Center of Progress and Community Development: CDBG funding originally secured \$305,000.
3. The WAVE Affordable Workforce Housing Project: Other funding will include \$1,598,566 in LIHTC 4% Tax Credits and Penny for Pinellas IV in the amount of \$443,451.

Changes in Operating Costs*

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

1. The Continental Housing Program Renovation does not affect operating costs.
2. The Dr. David T. Welch Center of Progress and Community Development Roof Renovation does not affect operating costs.
3. The WAVE Affordable Workforce Housing Project will increase operating costs which will be compensated through rents collected at 60% AMI from residents (pro-forma to be included in full grant package if selected for consideration).

Fund Management Capacity*

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

PERC has more than adequate Fund Management Capacity to manage potential ARPA funds in terms of fiscal management and financial infrastructure. PERC has used an accounting software (QuickBooks pro) for nearly two decades and operates with our accounting firm to ensure that we follow generally accepted accounting principles. We track on programs in a general ledger with separate accounting codes to each program or project. PERC has long worked with and has the ability to work on a reimbursement basis. Per our accounting manual and system, all programs MUST be recorded separately in the accounting system. The PERC executive director, bookkeeper, and data contract manager ensures each program is coded separately in the PERC general ledger. Each grant or program has separate guidelines for reporting.

Additional Information

Additional Upload

If you have something else to share, you can upload it here in PDF format.

Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.

Anything else to share?

If you have any details to share regarding this grant request, you may do so below.

File Attachment Summary

Applicant File Uploads

No files were uploaded