

**The City of Norwalk, Connecticut
Community Development Block Grant Program
PY 39 Funding Application – Phase I
Applicant Information**

Submitted By: Josie D. Castillo
 Title: Executive Director
 Agency: South Norwalk Community Center, Inc.
 Address: 98 South Main Street - First Floor, Norwalk, CT 06854
 Contact Person(s): Josie D. Castillo
 Telephone: 203-981-7786
 Fax: n/a
 E-mail: jocastillo11@yahoo.com; jcastillo@neon-norwalk.org

Basic Project Information

Project Title: South Norwalk Community Center Facility Improvements
 Project Location (address and census tract): 98 South Main Street – First Floor, 440, 441, 445
 Amount Requested: \$ _____
 Number of Proposed Beneficiaries: 5,458
 Percentage of Beneficiaries Anticipated to be Low/Moderate Income: 3,527
 Cash match (*Funding from non-CDBG sources: CDBG Funding; Minimum of \$2:\$1 for Public Services and \$1:\$1 for Public Facilities and Housing*):
 Has an Application for Funds been submitted to the City of Norwalk/Grant Review Committee?
 Yes No If "yes", amount requested: \$ _____

HUD Coding

National Objective and Subcategory (check one):

1. Benefit to Low/Moderate Income Persons:
 Area Benefit Housing Limited Clientele Jobs
2. Prevention/Elimination of Slums or Blight:
 Area Basis Spot Basis Urban Renewal Area
3. Urgent Needs

Activity Eligibility

Matrix Code (e.g. 14B) 03E

Definition (e.g. Rehab: Multi-Unit Residential): Neighborhood Facilities

Outcome Measurement

Objective (check one): Outcome (check one):

- Create suitable living environment Availability/Accessibility
 Provide decent affordable housing _____ Affordability
 Create economic opportunities _____ Sustainability

Project Abstract (Please complete according to application instructions and

**Community Development Block Grant Program
PY 39 Funding Application – Phase II**

2. Agency Information:

- a) The South Norwalk Community Center, Inc., a non-profit organization, is a multi service agency which provides human services to the residents of the community of Greater Norwalk, Connecticut, especially the low-income population. A primary target group for these services is provided to Spanish-speaking individuals and families with children as well to members of minority groups that are seeking assistance to improve their daily living toward self-sufficiency.

Our mission is: "To meet the educational, counseling, vocational, employment, emotional, cultural and recreational needs of economically disadvantage people and minority groups so that they become self-sufficient."

- b) In the past, the Center had requested funding from the Community Development Block Grant Program to be able to build our current building with the sole purpose to serve the community at large seeking for services to alleviate their immediately needs.

By 1978, the South Norwalk Community Center, Inc. began requested assistance for funding allocation to be able to build a new site for the Center. Funding for this modern multi-purpose building resulted in a combination of grants from the Department of Human Resources, the Community Development Block Grant, the Norwalk Redevelopment Agency, and the sale of land owned by the Center. Ground breaking for the construction began on September 10, 1981. A year later, the South Norwalk Community Center opened its doors to the community at large.

3a. Community Needs:

- 1). Our beneficiaries are more than 30,000 individuals that walk in and out of our building for various reasons of personal needs all year round. The majority of these beneficiaries are economically disadvantaged people and minority groups, low-income, unemployed, underemployed, and many with language barrier who are seeking assistance to meet their daily needs to improve their lives for a better community. Benefits from the services are provided by the staff of the South Norwalk Community Center, and other agencies allocated in the building.

- 2). The South Norwalk Community Center is requesting \$100,000 to make improvements in our building, especially the first floor area. The project focuses on improving the entrance or lobby area, hallways, upgrading bathrooms, ceiling in the Multi-Purpose Room. At the same time, we would like to replace floor tiles, improve lighting for energy efficiency, doors, and painting the facility.

- 3). By making these improvements on the first floor, the Center will be able to give better services to our community and neighborhoods. It will allow the Center to have a viable environment to enhance existing relationships or begin new partnerships with other non-profit and for-profit organizations to address the needs of our community, and to attract more clients.

3b. Project Summary:

building looking for assistance and better opportunities in their lives; will be assisted in a clean and safe environment. The building, especially the first floor has not been upgraded since it was built and completed in 1982. We are consistent with the City's ConPlan in our effort to rehab and increase energy efficiency within the scope of this proposed project. Furthermore, once the building is upgraded, we can create employment opportunities by attracting private donors, local, state and federal funds to implement or add programs that will need more staffing.

The outcome will offer a warm and welcoming clean environment to provide the needed services to our clients seeking assistance. Clients will be able to obtain services related for health issues, translation and interpretation services, information about services and referrals to other programs or agencies, to provide financial assistance to avoid shut off or eviction process, provide education and training to adults and children with tutoring, computer, basic skills, English and citizenship programs and other social and recreational activities.

The objective of our project is: to create economic opportunities.

The outcome is: availability/accessibility

The Center will continue its mission which is to provide assistance to the economically disadvantage people and minority groups with services targeted to improve the economic conditions of clients so that they become self-sufficient.

3.e Budget: *Attached*

The Center is requesting \$100,000 for improvements to our facility. The Center has limited resources and could match approximately \$25,000, but would leave the organization in a poor financial state. Therefore, we ask to have the cash waived if deemed appropriate. We intend to begin the construction upon receipt of DCBG which would be by July 2013. Project completion is estimated within 6-12 months.

The Center will be looking for recent and responsible construction estimates prepared by qualified architects or engineers, code enforcement specialists, contractors or experienced building managers within the last six months. Budget of project will be prepared and covered under the Davis-Bacon Act, accordingly. The Center is aware that if its project is selected for funding, will be publicly bid by the Norwalk Redevelopment Agency to determine actual project costs.

3f. Assurance of Non-Discrimination:

The policy of the South Norwalk Community Center, Inc. is to provide equality services to all of our clients. The Center does not unlawfully discriminate on the basis of race, color, religion, sex, age, national origin, ancestry, citizenship, alienage, marital status, disability, sexual orientation, physical or mental disability, veteran status, or any other characteristic protected under federal, state or local law.

Accessibility to Persons with Disabilities:

The building is accessible to persons with disabilities while entering or leaving the facility when seeking assistance. Signs are posted around the building for people to see these accommodations. Furthermore, these signs will be updated with the projected improvement.

Meaningful Access to Persons Having Limited English Proficiency:

The South Norwalk Community Center will ensure that the programs offered to clients in the building provide meaningful access to all persons, regardless of their native language or their ability to speak English. The Center is staffed by bilingual personal fluent in English, Spanish, Creole, and Hindu.

The South Norwalk Community Center offers access to public forums designed to disseminate information to the public in general regarding the range of services and programs offered by social services providers or other organizations around the community and clients could benefit. These forums are bilingual offered when needed.

5. Financial:

From: HHD-Hispanic Resources Development \$79,083.00

Year: 2012-2-13

Contractual Services	900.00
Direct Program Staff	74,233.00
Consumable Supplies	800.00
Travel	150.00
Utilities	2,000.00
Insurance	800.00
Food related cost	200.00

Total Net Program Cost: \$79,083

7. Required Attachments:

The following documents will be mailed:

- a) Articles of Incorporation and By Laws
- b) State and Federal Tax Exemption Letter
- c) List of Board of Directors
- d) Signed Statement of Agreement Form

3(e) Project Budget

Line Item	Request	Match	In-Kind	Narrative
Personnel Services				
Travel				
General Supplies:				
Subcontracts: *	100,000.00	25,000.00	150.00	
Other:				
Totals	100,000.00	25,000.00	150.00	

If additional space is needed, please duplicate this form.

**The City of Norwalk, Connecticut
Community Development Block Grant Program
Phase II – Supplement Information**

Construction experience:

The South Norwalk Community Center has various Members on the Board of Directors with extensive experience related to the construction business. Their experience in construction runs from five to twenty years working and dealing with carpentry, plumbing, electrical, and masonry work. Therefore, we are confident that our members can oversee remodeling of two bathrooms and our waiting room area.

Sufficient capacity to manage funds:

The Board of Directors and its Executive Director have experience in dealing with the management of money which is received from local, state and federal grants. The SNCC receives about \$80,000 per annum from the State of CT to help with the development of the Hispanic Community. The center also rents out its multipurpose room that generates about \$15,000 per annum in rental income. We also receive private donations from other non-profits like the United Way that have totaled \$20,000 throughout the years. Furthermore, Members of the Board in their own capacity manage businesses which require them to administer incoming cash flow and outgoing expenses (construction field, financial field, training field, etc.) that total from \$100,000 per year up to managing approximately \$25,000,000. Our staff and Board members have the capacity to manage not only this type of project but also the amount of money we are applying for.

Diverse funding:

The South Norwalk Community Center currently receives its funding from the Connecticut Department of Social Services (HHD/HSI grants), and other agencies such as United Way of New York, and New Jersey, and United Way of Costal Fairfield County, and individual private donors. To leverage with CDBG dollars, the SNCC plans to apply for operating budget funds from the City of Norwalk in calendar year 2014. The Center is in the middle of applying for additional grants and loans through the Department of Economic Community Development (DECD). In addition, we are working with the Congressman Jim Himes office to apply for Federal funding as well. The Center continues to have a mother's day event, casino night and holiday party to raise additional funds. It is planning on 6 events this calendar year to fund raise and give corporations an opportunity to brand and sponsor these events in collaboration with the SNCC.

Financial capacity to maintain improvements:

The South Norwalk Community Center is applying for \$100,000 with an allocation match of \$25,000 for improvements on the first floor. It has the capacity to maintain the proposed improvements because the Center has Board of Directors with the education, training and experience willing to provide technical support free of charge or as In-kind services to maintain the facility improvements. Furthermore, the Center has approximately \$50,000 in operating reserves along with rental income that can be directed towards maintenance of our facility.

Timeline of implementation of the project:

As soon the Center has notice of the awarding fund, will send out the project bids regarding the two bathrooms and waiting area/lobby no later than July 1st. 2013. The renovation and construction for the bathrooms will take place from July 1st. 2013 to October 30, 2013. Later, by December 30, 2013, improvements for the waiting area/lobby will be completed.

F. GEORGE BROWN
Tax Commissioner



EVERETT C. PALUSKA
Deputy Tax Commissioner

STATE OF CONNECTICUT

TAX DEPARTMENT

92 FARMINGTON AVENUE • HARTFORD, CONNECTICUT 06115

South Norwalk Community Center, Inc.
Mailing address: c/o Andrew Brucker, Esq., - Counsel
Law Offices of Weinstein and Weinstein
9½ East Avenue
Norwalk, Connecticut 06852

January 19, 1972

Mr. Wayne Granquist, Finance Chairman, and/or
Attention: Mr. Jaime Aquayo, Executive Director and Statutory Agent for Service

Dear Sirs:

Re: Exemption Permit No. E-5599

Pursuant to ~~your~~ ^{Attorney Andrew Brucker's} request of November 18, 1971, we are pleased to enclose

Exemption Permit No. E-5599, issued to SOUTH NORWALK COMMUNITY CENTER, INC., with a mailing address of: c/o Andrew Brucker, Esq., Counsel, Law Offices of Weinstein and Weinstein, 9½ East Avenue, Norwalk, Connecticut 06852, to whose attention, handling and and disposition it is-mailed, as requested by him, and our records are so marked.

In order to take advantage of the exemption extended to this organization it will be necessary that an exemption certificate be furnished to the retailer from whom purchases are made. A copy of the certificate is enclosed with this letter, with Regulation No. 15. Additional copies of the certificate which are required will not be furnished by this Department, so we suggest that you make facsimiles of the specimen form. This exemption permit should be kept at all times in the office records and files of this organization, and in the custody of its Treasurer, for future need and reference. It should be passed on to the succeeding officer when a change in that office takes place. Please be guided accordingly.

Exemption is authorized on purchases by an exempt organization only when the tangible personal property purchased is employed for the sole and exclusive use of the organization. This Exemption Permit does not authorize tax-free purchases of items which will be resold, even though the funds so raised are for the benefit of the organization.

Yours very truly,

F. GEORGE BROWN
Tax Commissioner

By: 
Everett C. Paluska

SJK:lcs

SOUTH NORWALK COMMUNITY CENTER, INC.
98 South Main Street, Norwalk, CT 06854

List of Board Members

- 1. Warren A. Pena – Chairperson**
8 Felix Lane
Norwalk, CT 06850
Phone: (203) 847-3712 (Home)
(203) 515-0046 (cell)
e-mail: warrenapena@gmail.com
- 2. Luis Miranda - Vice Chairman**
187 Flax Hill Road Apt. D-10
Norwalk, CT 06854
Cell: (203) 247-5889
Home: (203) 866-5560
e-mail: LuisMiRock@yahoo.com
- 3. Mr. Guillermo L. Pino-Treasurer**
33-A Plymouth Avenue
Norwalk, CT 06851
Phone: (203) 849-9608 (Home)
(203) 644-2873 (cell)
e-mail: pinog05@optonline.net
- 4. Jose Graterol - Secretary**
21 Belle Avenue Apt. 01
Norwalk, CT 06854
Phone: (203) 807-7109 (cell)
(203) 642-4368 (home)
e-mail: josegraterol50@hotmail.com
- 5. Julio Cabrera, Sergeant of Order**
4 Osborne Avenue
E. Norwalk, CT 06855
Phone: (203) 246-5348
e-mail: julio_shumajer@live.com
or: julio.c@luce.com
- 6. Martha Miranda**
187 Flax Hill Road Apt. D-10
Norwalk, CT 06854
Phone:(203) (cell)
(203) 866-5560 (home)
email: Marsimi13@yahoo.com
- 7. Jose Diaz**
59 Gregory Boulevard
E. Norwalk, CT 06855
Cell: 203-644-0060
Home: 203-345-0241
email: josediaz57@hotmail.com
- 8. Graciela Diaz**
59 Gregory Boulevard
E. Norwalk, CT 06855
Phone: 203-345-0241 (home)
email:
- 9.**
Norwalk, CT 0685
Phone: 203- (cell)
(home)
email:
- 10.**
Norwalk, CT 0685
Phone: 203- (cell)
(home)
e-mail:

Statement of Agreement

I have read and understand the information about the Community Development Block Grant program contained within the Notice of Funding Availability.

I understand that the intent of the Community Development Block Grant program is to provide decent housing opportunities, a suitable living environment and expanded economic opportunities for low income persons in Norwalk. I further understand that Community Development Block Grant funds have the greatest impact on the community when used for projects that target resources toward specific community needs, involve the active coordination of existing resources and facilitate the leveraging of other non-City resources.

I agree that any and all Community Development Block Grant funds received as a result of this application will be used in a manner consistent with the intent of the Block Grant program and the purposes stated in the attached application for funding. I further agree that Community Development Block Grant funds received as a result of this application will be administered in a way that ensures non-discrimination, that ensures accessibility to persons having disabilities, and that if used for a housing-related activity, affirmatively furthers Fair Housing.

Signed: _____



Date: _____

02/25/13

Name: Josie D. CastilloTitle: Executive Director