

## A. Organization Profile

Completed by plee@silcolumbia.org on 5/4/2023 4:30 PM

**Case Id:** 12396

**Name:** Services for Independent Living - FY2024 CDBG -

**Address:** 1401 Hathman Place

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### A. Organization Profile

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Please provide the following information.

#### ORGANIZATION

##### A.1. Organization Name

Center for Independent Living of Mid-Missouri, Inc

##### A.2. Doing Business As (DBA)

Services for Independent Living

##### A.3. Federal EIN

43-1238407

##### A.4. SAM.gov Identifier

5TB68

##### A.5. Organization Type

Tax-Exempt/not for profit

##### A.6. Address

1401 Hathman Place Columbia, MO 65201

#### CONTACT INFORMATION

##### A.7. Head of Organization

Patrick N. Lee

##### A.8. Head of Organization Title

Executive Director

##### A.9. Phone

(573) 874-1646

##### A.10. Email

plee@silcolumbia.org

##### A.11. Website

www.silcolumbia.org

## B. Mission/Goals

Completed by plee@silcolumbia.org on 5/5/2023 12:39 PM

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## B. Mission/Goals

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Please provide the following information.

### B.1. Organizational Mission Statement

Services for Independent Living (SIL) empowers people with disabilities, seniors, and veterans to maximize their independence in the community.

We envision a barrier free community for all people.

### B.2. Description of Organizational Goals

SIL serves people with disabilities, seniors, and veterans to maximize independence, improve quality of life, and keep them in their homes for as long as they choose to be there. Through advocacy, education, our services, and providing access to resources, our consumers are empowered to remain safe and independent in their homes. Our services vary from assistance with activities of daily living, educational classes for independent living skills and self-advocacy, aging in place services, free assistive technology placement, home accessibility modifications, accessible transportation.

### B.3. Describe the geographic service area.

SIL serves seven Mid-Missouri counties-Audrain, Boone, Callaway, Cooper, Howard, Montgomery, and Randolph as dictated by the Administration on Community Living. Six of our seven counties are designated rural under HUDs Sustainably Rural LookUp Tool. We have found that our rural communities often lack resources that larger communities have; services are harder to deliver in those areas as costs are higher due to the main support coming from Columbia. SIL's CDBG Home Repair and Modification funding is restricted to the city limits of Columbia.

### B.4. Describe the populations served by your organization.

SIL serves people with disabilities, seniors, and veterans, serving cross-disability and cross-lifespan. Many people we serve are living on a fixed income, facing many financial barriers. We work to empower our consumers to advocate for their needs and provide access to resources to help them remain independent. Many consumers choose to stay in their homes and rely on SIL for assistance and connection to resources to help keep them there. Having a safe, affordable, and accessible home is one of the most basic needs for our consumers and we can help maintain their homes with repairs and modif

### B.5. What percent of participants served in your previous fiscal year are identified as local Minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

100.00 %

### B.6. How does your organization operationalize the values of diversity, inclusion and social equity?

The Disability Rights Movement and the 1973 Rehabilitation Act which enabled the creation Centers for Independent Living (CILs), now totaling 403 across the U.S., were born out of the Civil Rights Movement of the 1960's. As a Center for Independent Living, we have a vision of a barrier-free community. This means we must commit to actively addressing the most significant barriers in society – systemic racism, discrimination, and oppression. Over fifty-one percent of our board of directors, leadership, and staff are individuals with diverse backgrounds, including disability, race, and culture.

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Having a diverse organization promotes serving a diverse consumer population, which helps us reach marginalized groups in our community. Our Board of Directors and staff remain intolerant to any acts of racism or discrimination, and we are committed to addressing necessary change within our organization. Over 31% of the people we serve represent racial minority groups. We take a very intentional approach to constantly be aware of who we are serving and who is coming to our table.

Centers for Independent Living were created to address the issue of inclusion and social equity long before it was generally accepted by society. People with disabilities are historically a forgotten and marginalized group when we speak of diversity. Centers strive to keep disability awareness at the forefront of conversations.

**B.7. Does the organization promote and provide board representation from local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?**

Yes

**B.8. Does the organization's top 5 paid employees employed include local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?**

Yes

**B.9. Is your organization a Section 3 employer, or does the proposed project include the Utilization of Section 3 employers in accordance with the Housing and Urban development Act of 1968?**

Yes

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## Documentation

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**Articles of Incorporation**

SIL Articles of Incorporation 2015.pdf

**By-laws**

SIL Bylaws (revised and approved 11.17.21).pdf

**Strategic Plan**

2022 Long Range Plan.pdf

**Organizational chart**


Org Chart 2021 (External) .pptx

 **IRS Tax Exempt Status Determination Letter**

IRS Determination.pdf

 **Financial Statement**


Statement of Financial Position - February 2023.pdf

 **IRS 990 or 990EZ**

SIL 2021 990.pdf

 **Financial policies and procedures**

Policy - Fiscal Policy Approved May 2020.docx

 **MO Secretary of State Registration**

2023 SOS Certificate of Good Standing.pdf

## C. Governance Board

Completed by plee@silcolumbia.org on 5/5/2023 10:00 AM

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### C. Governance Board

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Please provide the following information.

#### C.1. Board Members

Name	Board Position	Address	Term Begin Date	Term End Date
Stephanie Logan, PhD	President	105 Bright Star, Columbia, MO 65203	3/1/22	3/1/24
Jeff Johnson	Vice-President	4105 Red Fox Ct. Columbia, MO 65202	7/1/21	7/1/21
David Mehr, MD	Treasurer	714 Ingleside Dr., Columbia, MO 65201	12/1/21	12/1/23
Kirsten Dunham, JD	Secretary	1308 Jean Rae, Columbia, MO 65203	6/1/21	6/1/23
Amber Cheek	Member	404 Jesse Hall, Columbia MO 65211	9/1/22	9/1/24
Brian Nevins	Member	101 Port Way, Columbia, MO 65201	3/1/23	3/1/25
Mohamed Shahin	Member	201 S. 7th Street, Columbia, MO 65201	6/1/22	6/1/25
Vovanti Jones, MD	Member	315 Business Loop 70, Columbia, MO 65201	6/1/2/	6/1/25

## D. Proposal Summary

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### D. Proposal Summary

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Please provide the following information.

#### D.1. Provide a summary describing the proposed project.

With SIL's mission focused on maximizing independence and decreasing barriers for our consumers, our Home Repair and Modification program fits well by providing home repairs and accessibility modifications that keep consumers safely and independently in their homes. This program helps seniors and people with disabilities in Columbia meet basic needs of shelter, improve accessibility in and out of the home, increase the safety of their home, and enhance their overall quality of life. Without safe access in and out of their home, an individual's safety is at risk and their community participation is limited, which results in isolation, a diminished quality of life, and poor health outcomes. SIL continues to provide effective and long-term solutions to these problems with accessible home modifications.

We are seeking funding for home repairs, accessibility modifications, and ramps for seniors, veterans, and/or people with disabilities. The funding will support changes to the home that improve access, independence, and safety. The projects may be minor, like installing a new water heater, or more significant, like constructing a new bathroom or entrance ramp. In 2021/22 our projects averaged \$4,400 per project. This is higher than in past years due to increased material costs and scarcity of labor. People who want to receive this service are screened for eligibility and then complete a detailed application. Once the application is received, we conduct a home visit that includes a "Home Safety Assessment" to determine the scope of the project. Once a determination is made, we will decide, per our Procurement Policy, whether to collect bids (if the project is larger and will likely cost over \$5000) or directly hire a contractor who specializes in the need.

D.2. Select the production goal(s) within the 2020-2024 Consolidated Plan that this project will fulfill:

- Rehab and Repair of Homes
- Technical Assistance to Businesses
- Direct Homebuyer Assistance
- Sidewalk Construction
- Direct Housing Counseling and Education
- Storm Water Improvements
- New Home Construction
- Acquisition and Demolition of Dilapidated Structures
- Production of Rental Units
- Code Enforcement

- Tenant Based Rental Assistance
- Public Facilities and Improvements
- Vocational Training
- Homeless Facility Improvements

**D.3. Project service area: Will this project service individuals and households within the City of Columbia?**

This series of projects will prove minor home repairs and accessibility modifications to residents withing the city limits of Columbia who are below 80% of the area median income.

**D.4. Number Served: How many individuals or households will this project benefit? What is the target population? Please provide data to support.**

With the proposed \$125,000 in funding, we aim to complete between 20 to 30 projects, assisting over 25 people with disabilities, seniors, and veterans.

In CY 2022, with \$95,000, we completed 15 projects, keeping 23 people safely and independently in their homes. 11 households received social security alone at \$1,654/mo (<165% FPL). They lived in their homes ranging from 2 to 26 years, 9 people lived alone, and 8 of 15 households owned their homes.

**D.5. Outcomes: Identify the specific, measurable and desired outcomes for this project.**

We seek to increase safety, accessibility, and sense of independence for those we serve. Our goal is to preserve and make accessibility improvements in existing homes in Columbia. We will collect data to measure the outcomes via onsite needs assessment, surveys, case records, and follow-up calls. Through a post-project survey, we expect 95% of individuals report an increased sense of independence, increased feeling of safety in their homes, and that they were satisfied with the project.

**D.6. Outcome Data: What data will be collected to evaluate the outcomes for this project?**

SIL gathers data to evaluate program effectiveness, recipient satisfaction, and community impact. This includes the number of recipients served, age, family size, income, and project cost, as well as the recipient's access and sense of security/independence through a pre and post assessment.

**D.7. How does the proposed project address and promote systemic changes towards social and racial equality?**

Our consumers are diverse, comprised of people with disabilities, seniors, BIPOC, and people with low income; all populations that are marginalized in our community. This program supports marginalized pop. to increase safety and independence in the home and to keep them active in their communities.

**D.8. Does the organization have control of the site(s) for the project?**

Yes

**D.9. Is the proposed project compliant with existing zoning and land use ordinances?**

Yes

**D.10. Describe actions to rezone the property to allow for desired use**

N/A

**D.11. Neighborhood Consultation: Describe how the neighborhood has been consulted regarding this project.**

Since our projects usually take place within a home and on private property, there is no impact on the neighborhood as

a whole.

**D.12. Who is the proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position.**

The program administrator who will ensure compliance will be the incoming Access Services Manager, Samantha McClay. A detailed job description that sets forth appropriate requirements (i.e., education, length of experience, skills, abilities). We also have a detailed operational manual and policies that are reviewed/updated annually and ensure continuous operations.

**D.13. What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past.**

Samantha has been an Aging in Place Coordinator for SIL for 5 years and has extensive experience working with the elderly and those with disabilities to promote independence in their homes. SIL has proven policies and procedures with more than 10 years of experience with the CDBG program during which time we have completed hundreds of projects for Columbia residents. SIL is also a grantee for the HUD Older Adult Home Modification (OAHM) program where we are halfway through a 3-year \$567,000 grant period.

**D.14. Does the proposed project include the utilization of qualified MBE/WBE contractors or subcontractors, which may include construction, services or operational supplies?**

Yes

**D.15. For construction projects, who is the designated person or firm designing and inspecting construction projects.**

For construction projects, the designated person or firm designing and inspecting construction projects are selected independent licensed and insured contractors with appropriate experience. We do not have only one company or firm who complete our projects as they are very individualized. We focus on finding the best contractor for the specific scope of work.

**D.16. Provide a brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding.**

SIL has an extensive history of City of Columbia funding from the Human Services Department and CDBG. Many of the funding applications date back more than 20 years. Looking back several years, 2018 funding of \$119,350 supported 37 projects; 2019 funding of \$115,000 completed 37 projects. COVID-19 took a toll on the progress of 2020 and 2021 spending. Many contractors were delayed in work and material costs were rising and took longer to acquire. We added new contractors to our program and projects are moving much faster. In 2022 we spent the full \$95,000 before the end of the year on 15 projects.

In 2022, 100% of consumers served by SIL reported an increased sense of independence and increased feeling of safety in their homes as a result of their project. We have assisted people who have been in their homes/neighborhoods for over 20 years to remain there safely with accessibility improvements, contributing to the stability of neighborhoods. The ability to remain independent in their homes, allows Columbia citizens to stay active in their community. Additionally, City of Columbia staff have consistently alluded to SIL's high performance in terms of positive outcomes, consistent communication, and fiscal responsibility with CDBG funding. This recognition from the city and SIL's commitment to utilizing community partnerships, recycled equipment, and to helping as many people as possible is demonstrable through the past several years of funding.

**D.17. Please provide what year of funding you wish to use for this proposed project and the date that the funds will likely be fully expended.**



Once approved, SIL will begin spending 2024 CDBG funds on January 1, 2025 as projects commence. We will expend all 2024 CDBG funding on or before December 31, 2025.

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## Documentation

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**Project timeline**

Project Timeline.pdf

**Site map/diagram**

*\*\*No files uploaded*

**Site pictures**

*\*\*No files uploaded*

**Letters of commitment**

*\*\*No files uploaded*

**Project personnel resumes**

Samantha McCay resume.pdf

## E. Budget

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### E. Budget

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Please provide the following information.

\* - denotes ineligible CDBG funding activity

\*\* - denotes ineligible HOME funding activity

#### E.1.

Activities	CDBG	HOME	Cash Applicant Providing	In Kind Services	Other
Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Architectural	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inspection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
New Housing Construction*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demolition and Site Improvements**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Improvements Construction**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Rehabilitation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Minor Home Repair**	\$108,360.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Professional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Infrastructure**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Homeownership Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office and Utilities (Costs only CDBG eligible for public services activities)**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developer Fee for Housing Development (limited to 10% of total development cost)*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Personnel	\$16,640.00	\$0.00	\$0.00	\$14,160.00	\$0.00
Program Administration**	\$0.00	\$0.00	\$0.00	\$20,550.00	\$0.00
TBRA Administration*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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	\$125,000.00	\$0.00	\$0.00	\$34,710.00	\$0.00
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## F. Required Documents

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## Certification

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## Certification

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Please provide the following information.

### LEAD AGENCY

I certify that I have been authorized by the applicant's governing body to submit this application and that the information contained herein is true and correct to the best of my knowledge.

### Authorized Name and Title

Patrick N. Lee, Executive Director

### Telephone

(573) 874-1646

### Authorized Signature

Patrick N. Lee

*Electronically signed by plee@silcolumbia.org on 5/5/2023 12:47 PM*