

Facsimile Transmittal

**U. S. Department of Housing
and Urban Development**

OMB Approval No. 2525-0118
exp. Date (5/30/2008)

Office of Department Grants
Management and Oversight

1280270889-8071

* Name of Document Transmitting: 00

1. Applicant Information:

* Legal Name: San Antonio College

* Address:

* Street1: 1300 San Pedro Avenue

Street2:

* City: San Antonio

County:

* State: TX: Texas

* Zip Code: 78212-4299 * Country: USA: UNITED STATES

2. Catalog of Federal Domestic Assistance Number:

* Organizational DUNS: 074602749 CFDA No.: 14.514

Title: Hispanic-Serving Institutions Assisting Communities

Program Component:

3. Facsimile Contact Information:

Department: Service, Trade & Industry Ctr

Division: Continuing Education

4. Name and telephone number of person to be contacted on matters involving this facsimile.

Prefix: * First Name: Susan

Middle Name:

* Last Name: Espinoza

Suffix:

* Phone Number: 2104860478

Fax Number:

* 5. Email: sespinoza@alamo.edu

*** 6. What is your Transmittal? (Check one box per fax)**

a. Certification b. Document c. Match/Leverage Letter d. Other

* 7. How many pages (including cover) are being faxed? 1

**Grant Applications
Detailed Budget**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2501-0017
(expires 01/31/2008)

* Organization Name:

* Project/Activity Name:

Functional Categories									
Year 1: <input checked="" type="checkbox"/> Year 2: <input type="checkbox"/> Year 3: <input type="checkbox"/> All Years : <input type="checkbox"/>									
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share (\$)	Applicant Match (\$)	Other HUD Funds (\$)	Other Fed Share (\$)	State Share (\$)	Local/Tribal Share (\$)	Other Share (\$)	Program Income (\$)	Total (\$)
a. Personnel (Direct Labor)		████████							████████
b. Fringe Benefits		████████							████████
c. Travel	2,296.00								2,296.00
d. Equipment (only items > \$5,000 depreciated value)									
e. Supplies (only items < \$5,000 depreciated value)		████████							████████
f. Contractual									
g. Construction									
1. Administration and Legal Expenses	7,531.00								7,531.00
2. Land, Structures, Rights-of-Way, Appraisals, etc.		████████							████████
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees	29,452.00								29,452.00
5. Other Architectural and Engineering Fees	10,098.00								10,098.00
6. Project Inspection Fees	1,856.00								1,856.00
7. Site Work	53,460.00								53,460.00
8. Demolition and Removal									
9. Construction	322,987.00								322,987.00
10. Equipment									
11. Contingencies	18,562.00								18,562.00
12. Miscellaneous	5,940.00								5,940.00
h. Other Direct Costs								████████	████████
i. Subtotal of Direct Costs	452,182.00	599,081.00							████████
j. Indirect Costs (% Approved Indirect Cost Rate: <input type="text" value="0"/> %)									0.00
Grand Total (Year <input type="text" value="1"/>):									████████
Grand Total (All Years):									████████

**Grant Applications
Detailed Budget**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2501-0017
(expires 01/31/2008)

* Organization Name:

* Project/Activity Name:

Functional Categories									
Year 1: <input type="checkbox"/> Year 2: <input checked="" type="checkbox"/> Year 3: <input type="checkbox"/> All Years : <input type="checkbox"/>									
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share (\$)	Applicant Match (\$)	Other HUD Funds (\$)	Other Fed Share (\$)	State Share (\$)	Local/Tribal Share (\$)	Other Share (\$)	Program Income (\$)	Total (\$)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel	2,296.00								2,296.00
d. Equipment (only items > \$5,000 depreciated value)									
e. Supplies (only items < \$5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses									
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees	5,197.00								5,197.00
5. Other Architectural and Engineering Fees	1,782.00								1,782.00
6. Project Inspection Fees	618.00								618.00
7. Site Work	17,820.00								17,820.00
8. Demolition and Removal	0.00								0.00
9. Construction	107,662.00								107,662.00
10. Equipment									
11. Contingencies	6,187.00								6,187.00
12. Miscellaneous	1,980.00								1,980.00
h. Other Direct Costs									
i. Subtotal of Direct Costs	145,522.00								
j. Indirect Costs (% Approved Indirect Cost Rate: 37.00%)									0.00
Grand Total (Year 2):									
Grand Total (All Years):									

**Grant Applications
Detailed Budget**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2501-0017
(expires 01/31/2008)

* Organization Name:

* Project/Activity Name:

Functional Categories									
Year 1: <input type="checkbox"/> Year 2: <input type="checkbox"/> Year 3: <input checked="" type="checkbox"/> All Years: <input type="checkbox"/>									
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share (\$)	Applicant Match (\$)	Other HUD Funds (\$)	Other Fed Share (\$)	State Share (\$)	Local/Tribal Share (\$)	Other Share (\$)	Program Income (\$)	Total (\$)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel	2,296.00								2,296.00
d. Equipment (only items > \$5,000 depreciated value)									
e. Supplies (only items < \$5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses									
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees									
5. Other Architectural and Engineering Fees									
6. Project Inspection Fees									
7. Site Work									
8. Demolition and Removal									
9. Construction									
10. Equipment									
11. Contingencies									
12. Miscellaneous									
h. Other Direct Costs									
i. Subtotal of Direct Costs	2,296.00								
j. Indirect Costs (% Approved Indirect Cost Rate: <input type="text" value=""/> %)									0.00
Grand Total (Year <input type="text" value="3"/>):									
Grand Total (All Years):									

**Grant Applications
Detailed Budget**

**U.S. Department of Housing
and Urban Development**

OMB Approval No. 2501-0017
(expires 01/31/2008)

* Organization Name:

* Project/Activity Name:

Functional Categories									
Year 1: <input type="checkbox"/> Year 2: <input type="checkbox"/> Year 3: <input type="checkbox"/> All Years : <input checked="" type="checkbox"/>									
	Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
	HUD Share (\$)	Applicant Match (\$)	Other HUD Funds (\$)	Other Fed Share (\$)	State Share (\$)	Local/Tribal Share (\$)	Other Share (\$)	Program Income (\$)	Total (\$)
a. Personnel (Direct Labor)									
b. Fringe Benefits									
c. Travel	6,888.00								6,888.00
d. Equipment (only items > \$5,000 depreciated value)									
e. Supplies (only items < \$5,000 depreciated value)									
f. Contractual									
g. Construction									
1. Administration and Legal Expenses	7,531.00								7,531.00
2. Land, Structures, Rights-of-Way, Appraisals, etc.									
3. Relocation Expenses and Payments									
4. Architectural and Engineering Fees	34,649.00								34,649.00
5. Other Architectural and Engineering Fees	11,880.00								11,880.00
6. Project Inspection Fees	2,474.00								2,474.00
7. Site Work	71,280.00								71,280.00
8. Demolition and Removal	0.00								
9. Construction	430,649.00								430,649.00
10. Equipment									
11. Contingencies	24,749.00								
12. Miscellaneous	7,920.00								
h. Other Direct Costs									
i. Subtotal of Direct Costs	600,000.00								
j. Indirect Costs (% Approved Indirect Cost Rate: 37.00%)									0.00
Grand Total (Year <input type="checkbox"/> All <input checked="" type="checkbox"/>):									
Grand Total (All Years):									

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2510-0011
(exp. 08/31/2009)

Applicant/Recipient Information

* Duns Number: 074602749

* Report Type: INITIAL

1. Applicant/Recipient Name, Address, and Phone (include area code):

* Applicant Name:

San Antonio College

* Street1: 1300 San Pedro Avenue

Street2:

* City: San Antonio

County:

* State: TX: Texas

* Zip Code: 78212-4299

* Country: USA: UNITED STATES

* Phone: 210/486-0417

2. Social Security Number or Employer ID Number: 746002173

* 3. HUD Program Name:

Hispanic-Serving Institutions Assisting Communities

* 4. Amount of HUD Assistance Requested/Received: \$ 600,000.00

5. State the name and location (street address, City and State) of the project or activity:

* Project Name: Project EcoCentro

* Street1: 1802 North Main St.

Street2:

* City: San Antonio

County:

* State: TX: Texas

* Zip Code: 78212

* Country: USA: UNITED STATES

Part I Threshold Determinations

* 1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3).

Yes No

* 2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1-Sep. 30)? For further information, see 24 CFR Sec. 4.9

Yes No

If you answered " No " to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form.

However, you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

Department/State/Local Agency Name:

* Government Agency Name:

Government Agency Address:

* Street1:

Street2:

* City:

County:

* State:

* Zip Code:

* Country:

* Type of Assistance:

* Amount Requested/Provided: \$

* Expected Uses of the Funds:

(Note: Use Additional pages if necessary.)

Add Attachment

Delete Attachment

View Attachment

Part III Interested Parties. You must decide.

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and

2. Any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

* Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	* Social Security No. or Employee ID No.	* Type of Participation in Project/Activity	* Financial Interest in Project/Activity (\$ and %)
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %
<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> <input type="text"/> %

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.
I certify that this information is true and complete.

* Signature:

* Date: (mm/dd/yyyy)

Susan Espinoza

08/13/2010

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------

* 3. Date Received: <input type="text" value="08/13/2010"/>	4. Applicant Identifier: <input type="text"/>
----------------------------------------------------------------	--------------------------------------------------

5a. Federal Entity Identifier: <input type="text"/>	* 5b. Federal Award Identifier: <input type="text"/>
--------------------------------------------------------	---------------------------------------------------------

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
-------------------------------------------------	-------------------------------------------------------

8. APPLICANT INFORMATION:

* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="746002173"/>	* c. Organizational DUNS: <input type="text" value="074602749"/>
---------------------------------------------------------------------------------------------------	---------------------------------------------------------------------

d. Address:

* Street1:	<input type="text" value="1300 San Pedro Avenue"/>
Street2:	<input type="text"/>
* City:	<input type="text" value="San Antonio"/>
County:	<input type="text"/>
* State:	<input type="text" value="TX: Texas"/>
Province:	<input type="text"/>
* Country:	<input type="text" value="USA: UNITED STATES"/>
* Zip / Postal Code:	<input type="text" value="78212-4299"/>

e. Organizational Unit:

Department Name: <input type="text" value="Service, Trade & Industry Ctr"/>	Division Name: <input type="text" value="Continuing Education"/>
------------------------------------------------------------------------------------	---------------------------------------------------------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Steven"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="Lewis"/>	
Suffix: <input type="text"/>	

Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="210/486-0417"/>	Fax Number: <input type="text"/>
---------------------------------------------------------------	----------------------------------

* Email:

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

H: Public/State Controlled Institution of Higher Education

Type of Applicant 2: Select Applicant Type:

S: Hispanic-serving Institution

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.514

CFDA Title:

Hispanic-Serving Institutions Assisting Communities

*** 12. Funding Opportunity Number:**

FR-5415-N-03

* Title:

Hispanic-Serving Institutions Assisting Communities (HSIAC)

13. Competition Identification Number:

HSIAC-03

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

San Antonio, Texas

*** 15. Descriptive Title of Applicant's Project:**

Project EcoCentro: Multipurpose Community Center for Community Training and Education in Energy Efficiency and Green Practices

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="600,000.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value=""/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

- Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------

4. Name and Address of Reporting Entity:
 Prime SubAwardee

* Name: San Atnonio College

* Street 1: 1300 San Pedro * Street 2: _____

* City: San Antonio * State: TX: Texas * Zip: _____

Congressional District, if known: _____

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: n/a	7. * Federal Program Name/Description: Hispanic-Serving Institutions Assisting Communities
	CFDA Number, if applicable: 14.514

8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____
-----------------------------------------------------	-----------------------------------------------

10. a. Name and Address of Lobbying Registrant:

Prefix _____ * First Name n/a _____ Middle Name _____

* Last Name n/a _____ Suffix _____

* Street 1 _____ * Street 2 _____

* City _____ * State _____ * Zip _____

b. Individual Performing Services (including address if different from No. 10a)

Prefix _____ * First Name n/a _____ Middle Name _____

* Last Name n/a _____ Suffix _____

* Street 1 _____ * Street 2 _____

* City _____ * State _____ * Zip _____

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature: Susan Espinoza

* Name: Prefix _____ * First Name Robert _____ Middle Name E. _____
* Last Name Zeigler _____ Suffix PhD _____

Title: President Telephone No.: 2104860959 Date: 08/13/2010

Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	San Antonio College
Applicant's DUNS Name:	074602749
Federal Program:	Hispanic-Serving Institutions Assisting Communities (HSIAC)
CFDA Number:	14.514

1. Has the applicant ever received a grant or contract from the Federal government?

Yes No

2. Is the applicant a faith-based organization?

Yes No

3. Is the applicant a secular organization?

Yes No

4. Does the applicant have 501(c)(3) status?

Yes No

5. Is the applicant a local affiliate of a national organization?

Yes No

6. How many full-time equivalent employees does the applicant have? (Check only one box).

3 or Fewer 15-50

4-5 51-100

6-14 over 100

7. What is the size of the applicant's annual budget? (Check only one box.)

Less Than \$150,000

\$150,000 - \$299,999

\$300,000 - \$499,999

\$500,000 - \$999,999

\$1,000,000 - \$4,999,999

\$5,000,000 or more

Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: The Agency Contact listed in this grant application package.

ATTACHMENTS FORM

Instructions: On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

Important: Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	<input type="text" value="HSIACAbstract_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
2) Please attach Attachment 2	<input type="text" value="HSIAC_Narrative_SanAntonioCo1"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
3) Please attach Attachment 3	<input type="text" value="BudgetJustificationHSIAC_10_\$"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
4) Please attach Attachment 4	<input type="text" value="CertConsolidatedPlanHSIAC10_\$"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
5) Please attach Attachment 5	<input type="text" value="EZCertificationHSIAC10_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
6) Please attach Attachment 6	<input type="text" value="ACCDLeverage_HSIAC_10_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
7) Please attach Attachment 7	<input type="text" value="SAC_Leverage_HSIAC_10_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
8) Please attach Attachment 8	<input type="text" value="SAWSLeverage_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
9) Please attach Attachment 9	<input type="text" value="CPStreetsLeverage_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
10) Please attach Attachment 10	<input type="text" value="OffHistoricPreservation_Lever"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
11) Please attach Attachment 11	<input type="text" value="NeighborhoodAssociationLetter"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
12) Please attach Attachment 12	<input type="text" value="GHHI_LOC_SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
13) Please attach Attachment 13	<input type="text" value="CPSWeatherizationLOC_ SAC.pdf"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
14) Please attach Attachment 14	<input type="text" value="HSIAC_LogicModel_V11_1_SAC.xl"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
15) Please attach Attachment 15	<input type="text" value="HUD2993AcknowledgementofAppRe"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>

Abstract – Project EcoCentro – San Antonio College

(1) Description of activities: San Antonio College (SAC) and the Alamo Community College District, San Antonio Water Systems, the City of San Antonio Office of Historic Preservation, CPS Energy, the city’s Green and Healthy Homes Initiative, and the Tobin Hill, Beacon Hill and Alta Vista neighborhood associations have partnered to build neighborhood capacity and economic development/revitalization efforts in three communities surrounding SAC’s campus through construction/establishment of a multipurpose community facility. The “EcoCentro” will provide free meeting/office space for neighborhood associations and a variety of free/low-cost workshops to equip residents with knowledge to improve their homes/community. Training in green sector skills/historic renovation will prepare residents for jobs in emerging markets.

The EcoCentro will provide: 1) up to 19 free or low-cost workshops that focus on a variety of home safety, historic renovation, and sustainable home improvement topics, including weatherization, lead paint hazards, xeriscaping and historic window repair; 2) employment training for high-demand jobs in emerging industries, including “green” building and historic renovation; and 3) student volunteer recruitment to benefit our target area. In addition, EcoCenter personnel will refer participants to SAC’s HSIAC-funded *Seguir Adelante* and *Mi CASA* Centers for pre-college and housing or jobs preparation assistance.

Location: The 3,000 sq.ft. EcoCentro will be located on ACCD-owned property east of SAC’s campus at the corner of Main and Locust streets in the Tobin Hill neighborhood. Until construction is completed in Year 2, EcoCentro activities will take place at *Mi CASA* or at SAC’s Oppenheimer Continuing Education Training Center, near the EcoCentro site.

The target population: Project EcoCentro will serve very-low, low- and moderate-income residents of the Alta Vista, Beacon Hill and Tobin Hill neighborhoods. Nearly 25% of

households in these communities live below poverty, the median income is \$39,418, and the median home age is 65.3 years, compared to 32 years for San Antonio.

Project impact: By providing free or low-cost educational outreach and employment training to very-low, low- and moderate-income residents who might otherwise have no access to higher education, and by facilitating capacity-building among our neighborhood association partners, SAC will fulfill its mission to “provide for and support the educational and lifelong learning needs of a multicultural community.” **Project outcomes** include: 1) an increase of one public facility to serve approximately 780 low- to moderate-income residents over the life of the grant; 2) an increase in the number of existing houses retrofitted to improve energy efficiency by 120 homes; 3) an additional 120 households will make improvements/renovations related to safety, sustainable construction or landscaping, or historic preservation; 4) at least 50 very-low, low- and moderate-income residents will obtain certification for high-demand employment in green industries or historic renovation; 5) at least 35 area residents will obtain employment in green construction or historic renovation fields; and 6) at least two micro-businesses related to historic renovation or green construction will be created as a result of employment training.

(2) San Antonio College is a two-year institution of higher education **fully accredited by the Southern Association of Colleges and Schools**, recognized by the Department of Education.

(3) The college is **designated as a Hispanic-Serving Institution** by the U.S. Department of Education, with **more than 40% full-time undergraduates classified as Hispanic**.

(4) **Contact Person:** Steven Lewis, Service, Trade and Industry Center Director, will be the EcoCentro Project Director. Phone: 210-486-0417; Fax: 210-486-1532; slewis71@alamo.edu.

(6) **Previously Funded Applicant:** HSIAC-03-TX-30; 11/15/03; *Seguir Adelante*; and HSIAC-07-TX-04; 10/15/07; *Mi CASA*.

Project EcoCentro – San Antonio College

Profile of San Antonio College

San Antonio College (SAC), founded in 1925, is a Hispanic-Serving Institution and the largest of five colleges within the Alamo Community College District (ACCD). ACCD is the second-largest community college district in Texas, primarily serving San Antonio and surrounding Bexar County in South Central Texas, about 150 miles north of the U.S./Mexico border. As a comprehensive community college, SAC offers 18 Associate of Arts (AA), three Associate of Science (AS), and 48 Associate of Applied Science (AAS) majors, as well as 51 technical and academic certifications. The college's Continuing Education Program offers more than 400 certificate and non-credit courses to more than 16,400 students annually.

As the largest single-campus community college in Texas, SAC seeks to contribute to the economic, cultural and social strength of San Antonio and the state, especially through education of disadvantaged and underrepresented populations. Out of 24,135 students enrolled in fall 2009, 48.3% were Hispanic, 5.2% were African-American, 41.6% were white, and 4.8% were classified as "other."¹ In fall 2009, 58.1% of SAC students were female.¹ SAC's fall 2009 CBM report to the Texas Higher Education Coordinating Board (THECB) indicated that 93.3% of incoming freshman were academically disadvantaged, 57.7% of all SAC students were economically disadvantaged, and 49.4% of all SAC students received financial aid. According to March 2010 rankings in *The Hispanic Outlook in Higher Education*, SAC ranked 22nd nationally in awarding of associate degrees to Hispanics, 10th in enrollment of Hispanics, and fourth in the U.S. in the number of Hispanic faculty.

SAC is located in the heart of inner-city San Antonio, the nation's seventh-largest city

¹ Alamo Colleges Factbook 2009, http://www.alamo.edu/district/ires/factbook/pdf/Demographics/Student_Ethnicity.pdf

and, according to the U.S. Census, the third-fastest growing city in the U.S. in 2009, just behind New York and Los Angeles. San Antonio's population, at 1.37 million last year, was 61.4% Hispanic or Latino, 28.6% Anglo, 6.1% Black or African-American, and 1.9% Asian in 2008².

Rating Factor 1: Capacity of the Application and Relevant Experience

a. Knowledge and experience for previously funded applicant:

SAC is well equipped with the resources, experience and capacity to successfully complete

Project *EcoCentro* (EcoCenter) within the grant performance period. SAC's ability and experience in effectively managing community capacity-building grants is proven through our implementation of two previously funded HSIAC projects, described in greater detail below.

These grant-funded projects collectively invested \$2.2 million into communities in inner-city San Antonio, with more than \$1 million in leveraged institutional and community resource funding.

These projects demonstrate SAC and ACCD's commitment to the communities they serve. They have given SAC the opportunity to better understand our targeted low-income residents' needs and also increased our ability to address them. We have utilized this experience to effectively design the project in this application. In addition, we are customizing educational outreach and training in direct response to our targeted area's urgent need, demonstrated by the low incomes of its residents and the high average age of housing in these communities (see pages 20-27).

Identification, knowledge and experience of SAC and ACCD senior personnel:

The project's senior personnel will have access to a wide range of campus and community experts to support project management, including personnel from the ACCD Facilities Operation and Construction Management department, the Alamo Colleges' Green Job Training Initiative, SAC Continuing Education, the City of San Antonio, three neighborhood associations in our

² 2009 U.S. Census Annual Estimates of the Residential Population for Incorporated Places Over 100,000 and 2008 American Community Survey Demographic and Housing Estimates, <http://www.census.gov/popest/cities/SUB-EST2009.html>

targeted service area, ACCD Institutional Research and Effectiveness Services for data collection and ACCD's Grants and Contracts Department for accounting support. Project EcoCentro will be led by senior personnel in construction and in program management.

Construction Team Leader: ACCD's Associate Vice Chancellor of Facilities Operation and Construction Management [REDACTED], head of the construction team for Project EcoCentro (2% time on project), has been with ACCD since 2003. He has masters' degrees in civil engineering, science accounting and business administration, and was Senior Staff Engineer for HNTB Corp, President of Microstone Building Systems, and a Group Leader at Southwest Research Initiative before joining ACCD. [REDACTED] has most recently overseen the district's 2005-2009 Capital Improvement Program, the result of a \$450 million voter-approved bond package to construct new facilities, renovate existing buildings and implement information technology improvements district-wide. Within four years, 24 new buildings totaling approximately 1.3 million square feet were constructed, including a completely new campus (Northeast Lakeview College). All projects were completed on time and under budget. Mr. Strybos has also overseen construction teams for three successful HSIAC projects in the last five years. Two of those projects, SAC's *Seguir Adelante* and *Mi CASA* projects, are described in greater detail below. For Project EcoCentro, Mr. Strybos will utilize his experience in construction management to oversee all construction activities, including design, bidding and subcontractor selection, permit acquisition, purchasing, and site construction, in addition to serving on the project Advisory Committee.

Construction Manager: [REDACTED] (5% time on project) has a B.S. in Electrical Engineering from Texas Tech University and is a Registered Professional Engineer in Texas with more than 30 years of construction and design-related experience. Approximately 17 years

of this experience has been in management of educational facilities construction. He has completed the Association of Higher Education Facilities' Officers Institute of Facilities Management course and has in-depth knowledge of construction procedures and standards, the building codes of the City of San Antonio, and cost estimating and scheduling. [REDACTED] and [REDACTED] have worked on three HUD projects in the last seven years. They completed the HUD-funded HBCU-Brackenridge Project in October of 2006, (\$466,665 funded in 1999 and \$500,000 in 2001), converting the historic Brackenridge Elementary School on San Antonio's East Side into a Community Education Outreach and Technology Center for St. Philips College. In December 2006, they successfully completed the renovation of an abandoned building for SAC's *Seguir Adelante* Community Center for a HSIAC grant (\$594,763/HSIAC-03-TX-30/11/15/03), and completed a second SAC HSIAC construction project, *Mi CASA*, on the same site in 2009 (\$597,530/HSIAC-07-TX-04/10/15/07). As Construction Manager for Project EcoCentro, Mr. Kreusel will utilize his expertise to manage construction of the center.

Construction Inspector: [REDACTED] (10% time on project), a retired U.S. Air Force Senior Master Sergeant, has spent over 23 years in military construction and employee relation facilitations, managing new construction and renovation construction projects worldwide. He has also trained, instructed and implemented special Air Force programs throughout Europe. [REDACTED] [REDACTED] has been employed with ACCD since 2002, responsible for inspection of construction work to ensure adherence to specifications, work procedures, standards of quality and schedule, including substantial and final project inspections. He has helped complete 23 major construction projects and many minor projects throughout the district and was responsible for construction inspection of the HSIAC *Seguir Adelante* and *Mi CASA* centers. He will utilize his expertise in construction inspection to monitor/inspect the EcoCenter's construction.

Budget Manager: [REDACTED] (10% time on project) came to ACCD in April 2006 as a paralegal for the Office of Legal Services with more than 20 years of experience. In that role, she has worked with the district Facilities Operations and Construction Management department to assist in the bidding phase of projects and proposals. [REDACTED] has been the point of contact for contractors who work with the district and has worked with project teams to ensure that all contractors receive assistance in completing submittals. She has worked as a Project Coordinator for ACCD Facilities Operations since February 2009, reporting to [REDACTED]. [REDACTED] will utilize her expertise in project reporting and with the district's Banner database as the project's **budget manager**. With approval from [REDACTED], she will make all purchase requisitions in addition to collecting invoices and financial data for quarterly reports.

Project Director: [REDACTED] (25% time on project) head of SAC's Service, Trade and Industry Center, will oversee community education and job training for Project EcoCentro.

[REDACTED] came to SAC in 2006 after a 27-year career developing, implementing and managing workforce and sustainability training projects in developing nations (primarily Mexico). During that time, he and his wife founded the nonprofit corporation Tools for Development, which undertakes sustainable development projects in indigenous villages in Mexico. In late 2008, he presided over the initial strategy sessions for what is now the Alamo Colleges Green Initiative. The initiative offers a wide variety of short-term training and skills-enhancement courses for workers who are interested in pursuing a career in the green sector. ("Green" in this proposal refers to activities that improve/preserve the environment and/or reduce utilization and/or cost of resources.)

[REDACTED] decades of experience in managing educational and community development programs, both in the United States and abroad will greatly benefit this project. He is fluent in

Spanish and sensitive to the hardships that accompany poverty and substandard housing. He spearheaded planning and development for ACCD's district-wide Green Jobs Training Initiative, and as Project EcoCentro Director, his Service, Trade, and Industry Center (STIC) will provide a wide range of courses covering renewable energy technology, energy efficiency strategies, green building/retrofits, and arborist/interiorscaping skills. [REDACTED] launched the first college courses taught at the City of San Antonio's Mission Verde Center, which provides training and demonstrations in sustainable technology on the Southwest side of San Antonio. [REDACTED] reports to [REDACTED], Dean of SAC's Continuing Education department.

As Project Director for EcoCentro, [REDACTED] will be responsible for selecting and implementing curricula for all community outreach workshops and employment training. With assistance from Project Coordinator [REDACTED]s and [REDACTED], he will schedule all courses and workshops and will coordinate instruction provided by SAC and our project partners. [REDACTED] will be the primary contact for all Project EcoCentro activities and will establish additional ties with green- and historic renovation-focused organizations/businesses as the project progresses. He will assist the Tobin Hill Community Association in establishing an office at the EcoCentro, and will develop and coordinate volunteer opportunities for SAC students with assistance from SAC's Service Learning program and SAC faculty. With the assistance of neighborhood association volunteers, [REDACTED] will monitor enrollment in Project EcoCentro outreach workshops and courses to ensure that performance measures are met. He will revise/expand the center's offerings depending on market demand or upon advisement from the project Advisory Committee. As a member of the Advisory Committee, [REDACTED] will give quarterly updates on construction progress, enrollment targets, course offerings, instructors and partnership formation. He will be responsible for all reporting to HUD and SAC Administrators,

with assistance from College and Grants Development staff.

Project Coordinator: SAC Service, Trade and Industry Center (STIC) Coordinator

██████████ (10% of time on project) will be responsible for assisting ██████████ in program management. She will assist students and community members with enrollment in course offerings and workshops, and refer students who may qualify for financial aid through Workforce Investment Act (WIA)-funded initiatives and/or FAFSA. ██████████ came to SAC's Continuing Education department shortly after completing a meritorious career as a job skills trainer in the U.S. Navy. She served as an adjunct instructor for two years before being promoted to the position of Continuing Education Program Coordinator in 2008. As coordinator for SAC's STIC, she has gained extensive knowledge of the day-to-day operations of scheduling courses and student referral, accomplishing these tasks with great skill and dedication. This knowledge will ensure efficient and effective management of the education and training aspects of this project. ██████████ will collect enrollment and other data for quarterly reports to the committee, SAC, ACCD and HUD, and assist ██████████ in preparing those reports. She will also supervise work-study students who will provide administrative and enrollment support in the EcoCentro. As Project Coordinator for EcoCentro, she will also serve on the project's Advisory Committee.

Partners: Project partners include the **Tobin Hill, Alta Vista, and Beacon Hill neighborhood associations**, the **City of San Antonio's Office of Historical Preservation, CPS Energy, San Antonio Water Systems (SAWS), and the San Antonio Green and Healthy Homes Initiative (GHHI)**.

Tobin Hill Community Association (THCA): ██████████ is current president of the THCA, a nonprofit organization created to protect and improve the Tobin Hill neighborhood. This historic district is one of the three neighborhoods targeted for Project EcoCentro. During

██████████ tenure, the group has coordinated a significant number of community initiatives, including partnering with city's Neighborhood Housing Services department to select vacant lots and blighted/vacant housing stock for existing federal NSP1 funds for workforce housing. THCA has contracted with the city for a \$370,000 agreement for a Tobin Hill Neighborhood Commercial Revitalization District, which includes matching grants of up to ██████████ to individual business/property owners in the district for building façade improvements. Volunteers have permanently reduced over 80% of graffiti in most areas of Tobin Hill, and have successfully petitioned for a CPS Energy audit of the neighborhood's street lighting, resulting in additions and upgrades. THCA does not currently have a permanent location for its office, which will be provided for the organization in the EcoCentro (described below).

Alta Vista Neighborhood Association (AVNA): ██████████ is current president of the AVNA, a group dedicated to maintaining and improving the quality of life in what is known as the Midtown area of San Antonio. AVNA members have been at the forefront of maintaining and expanding city services to their neighborhood, including improvements to San Pedro Springs Park, the second-oldest municipal park in the nation. Members played key roles in establishing a Midtown Neighborhood Plan (covering the Alta Vista and Beacon Hill neighborhoods) and The Alta Vista Conservation District overlay. The association led a \$1 million restoration of the San Pedro Branch Library and has partnered with UU Housing Assistance Corporation to bring five new homes and many home rehabilitations to Alta Vista.

Beacon Hill Neighborhood Association (BHNA): ██████████ is current president of the BHNA, a non-profit group dedicated to neighborhood unity and revitalization. The association most recently celebrated completion of the Beacon Hill Community Garden in 2009, funded by a grant from Green Spaces Alliance of South Texas. Association members are also

working with the city to plan a new neighborhood park. BHNA members have successfully abated dangerous and/or crime-ridden properties within their neighborhood by working closely with city officials in the last five years. They were also instrumental in creating the Beacon Hill Conservation District overlay in 2005.

As Project EcoCentro partners, all three neighborhood associations will have access to the EcoCentro for monthly meetings, public hearings, or planning events. While the EcoCentro is being constructed, SAC will reserve a classroom for the associations in the Oppenheimer Education and Training Center on our campus, where all of our green employment training programs are currently located. [REDACTED] will keep the presidents of our partner associations abreast of Project EcoCentro offerings so that they can inform their membership at monthly meetings and/or advertise them in neighborhood association newsletters/e-mail blasts. Whenever possible, [REDACTED] neighborhood association heads, and SAC Service-Learning staff will arrange for students to volunteer in Alta Vista, Beacon Hill or Tobin Hill. Opportunities could include providing capacity-building support, including building or improving websites and association newsletters; tree planting in coordination with tree care classes or xeriscaping yards; promotion of SAC's twice-annual electronics recycling events; or other beautification efforts.

The Tobin Hill Community Association (THCA) will also supply all computer equipment, supplies and furniture for an office in the EcoCentro. The group will utilize this office space as an operations hub and work station for the Managing Director of the Tobin Hill Commercial Revitalization District (THCRD). The City of San Antonio Neighborhood Commercial Revitalization Program works with grass roots organizations to promote the revitalization of neighborhood commercial districts by attracting consumers, private sector investment and employment opportunities to targeted commercial corridors. The THCRD

Managing Director will lead these efforts in Tobin Hill, and will help oversee façade improvement grants. By housing this individual in the EcoCentro, SAC and THCA have created an avenue for commercial property owners to be exposed to sustainable building practices and education in hazards management, including proper lead paint removal and asthma/indoor pollutants. In addition, the city's Commercial Revitalization Program and the THCRD Managing Director will benefit from a center that facilitates communication between commercial property owners and Tobin Hill residents.

City of San Antonio Office of Historic Preservation (OHP): This office protects the historical, cultural, architectural, and archaeological resources of San Antonio. It promotes preservation through the creation of local historic districts and local individual landmarks. Along with the Historic and Design Review Commission (HDRC), the office oversees a design review process for exterior alterations to historic landmarks and districts. OHP has also recently established a Preservation Academy to host lectures, workshops and events that promote historic preservation. Staff members have offered window restoration workshops, a homeowner's fair and many other activities to share information about caring for historic resources.

In line with its mission and as a Project EcoCentro partner, the OHP will provide SAC with a curriculum for historic window restoration workshops at no charge. This curriculum, developed in conjunction with the University of Texas at San Antonio's School of Architecture and valued at \$10,000, is designed to teach the basics of wood window care and repair. Participants will have hands-on opportunities to rehabilitate existing windows and gain valuable knowledge about wood window restoration. Historic preservation staff will work with [REDACTED] to shorten this curriculum (currently set at 20 contact hours) for community workshops, and also to expand it for inclusion in a new historic renovation certification program. This will be of great

benefit to residents within historic districts, especially Tobin Hill, as the complete replacement of historic windows is generally prohibited in these areas (per municipal code). OHP will strive to offer free or low-cost Preservation Academy events in the EcoCentro whenever possible. OHP staff will also work with [REDACTED] to advertise Preservation Academy events as well as the annual Historic Homeowner Fair, which includes sessions on improving energy efficiency in historic homes, repairing historic wood windows, green living in historic properties, and appropriate additions to historic homes, all free of charge.

San Antonio Water System (SAWS): SAWS is a public utility serving approximately 1 million people in the urbanized part of Bexar County. In addition to providing water and wastewater services, SAWS has a number of sustainability initiatives, including numerous rebate programs, free home water conservation audits, and educational outreach. As a Project EcoCentro partner, SAWS will offer free workshops to inform community members of their rebate programs and other outreach initiatives whenever possible, including workshops on such topics as “Water Meter Reading for Conservation,” “Designing WaterSaver Landscapes,” and “Getting Control of Your Irrigation Controller.”

City of San Antonio Green and Health Homes Initiative (GHHI): San Antonio’s GHHI is one of 14 project sites for the national GHHI program, a partnership between the federal government, philanthropy and the National Coalition to End Childhood Lead Poisoning. GHHI combines federal and philanthropic investments in weatherization, energy efficiency, health and safety by replacing stand-alone programs with a comprehensive and seamless process. The initiative aims to create safer and more stable homes, improved health of children and families, and production of higher-quality green jobs. For Project EcoCentro, San Antonio GHHI staff will organize full-day, free workshops that cover topics such as an overview of GHHI, an

overview of the city's Lead-Based Paint Hazard Control Program, an overview of lead hazards, asthma/indoor pollutants, indoor hazards management, home and child safety, and CPS Energy weatherization programs. These workshops bring together GHHI staff members and representatives from city departments and partner agencies, including CPS Energy, the San Antonio Fire Department and local hospitals.

CPS Energy: CPS is the nation's largest municipally-owned energy utility providing both natural gas and electric service. Acquired by the City of San Antonio in 1942, CPS serves 707,000 electric customers and 322,000 natural gas customers in and around San Antonio. The CPS STEP (Save for Tomorrow Energy Plan) weatherization initiative aims to utilize \$156 million to weatherize 45,000 low-income households throughout the city. Through STEP, income-eligible participants, whether they are homeowners or renters, receive free weatherization upgrades designed to increase the energy efficiency of their homes. Those homes that qualify will receive upgrades that include caulking, sealing, insulation, air conditioning system improvements, and other efficiency measures.

For this project, SAC and CPS have set a goal to enroll at least 40 households each year for weatherization assistance through free intake sessions held at the EcoCentro. While the center is being constructed, STEP sessions will be offered in SAC's HSIAC-funded *Mi CASA* Center or the Oppenheimer Education and Training Center. During STEP intake sessions, CPS staff will give an overview of the STEP weatherization program (in both English and Spanish) as well as assistance in filling out the STEP weatherization enrollment application. Income-qualified homeowners and renters are eligible for the STEP program. CPS staff will conduct intake sessions in-kind for our project. EcoCentro's Project Director and Project Coordinator will work with neighborhood association partners to advertise STEP intake sessions.

In addition, CPS Energy Environmental Services’ Green Shade Program has pledged support for EcoCentro by donating print materials and free trees in conjunction with SAC’s proper tree placement and care workshops (described below). These free workshops, to be held at least once every six months beginning in the spring of 2011, will conclude with participants receiving a free CPS tree and helpful take-home information on proper tree placement and care. CPS has also pledged to make free trees available for student volunteer activities that focus on neighborhood beautification within our service area.

The Project Director and Project Coordinator will work with college Service Learning personnel to coordinate these activities whenever possible, and [REDACTED] will also reach out to the Beacon Hill, Tobin Hill and Alta Vista neighborhood associations for volunteer support. While the EcoCentro is being constructed, SAC will allocate space in our Oppenheimer Education and Training Center to house partner workshops/trainings whenever possible.

Partner Activities at EcoCentro	
Partner	Activities
Tobin Hills Community Assoc.	Monthly association meetings; planning events; permanent office for THCRD Managing Director; networking with fellow residents and commercial property owners/developers; use of EcoCentro resources.
Alta Vista Neighborhood Assoc.	Monthly association meetings; planning events; networking with fellow residents; use of EcoCentro resources
Beacon Hill Neighborhood Assoc.	Monthly association meetings; planning events; networking with fellow residents; use of EcoCentro resources
CPS Energy STEP program	Free workshop with an overview and enrollment assistance for CPS Energy’s STEP weatherization program, held every six months
City of San Antonio Office of Historic Preservation	Donation of historic window repair curriculum free of charge for certification, and in-kind teaching of historic window repair and other historic restoration topics every six months. Leverage = [REDACTED]
SAWS	In-kind teaching of three workshops on water conservation to be offered quarterly or every six months. Leverage = [REDACTED]
San Antonio Green and Healthy Homes Initiative	An overview of the city’s Green and Healthy Homes Initiative, an overview of the city’s Lead-Based Paint Hazard Control Program, an overview of lead hazards, asthma/indoor pollutants, indoor hazards management, home and child safety, and CPS Energy weatherization programs. Full-day workshops once quarterly or every six months.
CPS Energy	Donation of printed materials and free trees in conjunction with SAC’s

Environmental Services	free workshops on proper tree placement and proper tree care, in addition to free tree donations for SAC student volunteer activities. Leverage = [REDACTED]
------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Project EcoCentro Advisory Committee: Members of the EcoCentro Advisory Committee will include construction team leader [REDACTED] Project Director [REDACTED], Project Coordinator [REDACTED] the presidents of SAC’s three partner neighborhood associations; Anson Green, ACCD Strategic Director and Employer Relations for the Alamo Colleges’ Green Job Training Initiative; [REDACTED], City of San Antonio Office of Historic Preservation Officer; [REDACTED], Astronomy Professor and student volunteer sponsor at SAC; students enrolled in green jobs/Park Ranger training; and an owner of a green sector or historic-renovation business. The function of the Advisory Committee will be to increase the project’s visibility in the community, provide advocacy for the center, assist project staff and volunteers with strategic planning and program development, and, most importantly, to provide technical assistance and support. With their rich and varied experience, Advisory Committee members will play an important part in the development of the concept of the EcoCentro. The committee will meet at least quarterly.

b. Past performance for previously funded grant applicants: (1) HSIAC Grants received;

(2) dates projects completed: SAC received a [REDACTED] HSIAC grant in October 2003 (HSIAC-03-TX-30; 11/15/03), for the *Seguir Adelante* Community Center. By March 30, 2007, (the end of the grant’s extension) all funds were expended. In October 2007, SAC again received a [REDACTED] HSIAC grant for the *Mi CASA* Project (HSIAC-07-TX-04; 10/15/07); [REDACTED] has been spent to date, and [REDACTED] encumbered to date. Construction is complete and the facility is operational.

Current Project Status, *Seguir Adelante*: The majority of goals and outcome objective

for the project were met, and in some cases exceeded, by the end of the grant. *Seguir Adelante's* services continue today, due to SAC's ongoing institutional support and assistance from our community partners. Program staff continues to find creative ways to leverage outside support.

Original Proposed Objectives for <i>Seguir Adelante</i> HSIAC	(3) Achieved Results/Outcomes
Goal 1: To improve job acquisition skills and access to post-secondary educational opportunities for low-income public housing residents on the West Side of San Antonio, welfare-to-work clients of Texas Workforce Commission, and other low-to moderate-income community members so that they might move forward, or " <i>Seguir Adelante</i> ," into economic self-sufficiency.	
Process Objective 1: To renovate and expand a facility in which to offer transitional services for adults entering or re-entering the workforce /higher education by March '04	The <i>Seguir Adelante</i> program moved into the new center in January 2007, and the Grand Opening was held on March 22 nd , 2007.*
Process Objective 2: To serve residents in housing projects served by AVANCE/ UU housing.	<i>Seguir Adelante</i> served 414 AVANCE clients, and 5 other residents*
Process Objective 3: To provide at least 30 clients each year with tutoring in basic skills or computer literacy and/or childcare assistance through SAC's Service Learning Program.	13 students from SAC's Service-Learning Program provided mentoring/tutoring assistance to 43 participants, and a peer tutor assisted 207 w/academic upgrading (PLATO).
Outcome Objective 1: By end of year 2, to inform at least 300 SAHA residents and 200 UU Housing clients about the educational opportunities available to them at SAC.	Of 2,008 low-income individuals informed, at least 300 were SAHA residents, others were from Headstart, ex-Levi-Strauss dislocated workers, various city literacy fairs/centers.
Outcome Objective 2: By end of year 2, to provide job training and/or pre-college preparation education to at least 100 low-income residents re-entering workforce.	1,472 hours of job training to 234 individuals; individual employment assistance provided to additional 213 clients; pre-college preparation education to 2,392 individuals.
Outcome Objective 3: By end of year 3, to have registered 60 low-income public housing/ neighborhood residents for GED, ESL/ basic skills courses.	151 students were registered for GED, ESL or basic skills courses through <i>Seguir Adelante</i> .
Outcome Objective 4: By end of year 3, register at least 30 clients for college-level ACCD courses	236 <i>Seguir Adelante</i> clients registered for college-level courses.
Goal 2: To make the low-income, minority public housing residents on the West Side of San Antonio, and clients of SAC's adult re-entry program, aware of the range of housing opportunities available to them.	
Process Objective 1: By 9/31/06, to provide 450 project clients and community members with homebuyer education and counseling.	UU Housing/RBFCU gave financial literacy classes to 300 project clients; Avenida Guadalupe provided a total of 178 hours of homebuyer education classes to 47 students.*

<p>Outcome Objective 1: By the end of year 3, at least 20 project clients will either have purchased or be in the process of buying their own home.</p>	<p>17 project clients completed home-buyer education classes & enrolled in IDA program; 5 participants purchased homes.*</p>
<p><i>Seguir Adelante</i> ancillary outcomes: The following activities were accomplished in the process or in addition to, meeting project objectives from January 2004 until the end of March 2006:</p> <ul style="list-style-type: none"> • 500 low-and moderate-income women attended two WE: Women Empowered Conferences (a day-long conference held in English and Spanish on college enrollment, GED preparation and testing information, financial aid, and overcoming fears that includes a campus tour). Eighteen scholarships for \$14,000 were given to attendees; • 1,286 participants were provided with information on pre-college, workforce or college opportunities, including educational sessions, counseling/assessment and computer assistance; • <i>Seguir Adelante</i>'s program mentor provided tutoring and guidance in our PLATO remediation lab to 207 students in pre-college computerized academic skills upgrading; • City of San Antonio IDA Program enrolled 33 students who opened a savings account and received up to ██████ in matched funds for tuition and books, or to purchase a home; • Assisted 103 adult re-entry students with payment assistance for GED test; 414 participants assisted with assessments and academic advisement; • 24 participants received 150 hours of training and nine hours of college credit in the office administrative assistant program. This program includes technical skills training, job readiness and life skills training via the CONNECTIONS Training & Employment Program. • 84 participants received job search and employment assistance; 37 participants obtained employment and entered the workforce; • 40 participants counseled, advised and enrolled in college-level classes; and • 6 Leadership Program participants provided peer tutoring and mentoring services to clients. 	

*** Notes on Discrepancies:** *Goal I, Process Objective 1: Construction delays result of delayed funding notice from HUD, Hurricanes Katrina and Rita raising costs; *Goal I, Process Objective 2 and Outcome Objective 1: UU housing closed because of flood at offices; SAC had to find **new community partners** to meet this objective; *Goal II, Process Objective 1: UU Housing provided Financial Literacy classes to 116 *Seguir Adelante* students during the first years of the grant period; during the last year, Avenida Guadalupe Association provided a total of 150 hours of homebuyer education classes to 15 students; *Goal II, Outcome Objective 1: UU Housing's problems led *Seguir Adelante* to seek housing assistance services elsewhere; the City of San Antonio ran out of Individual Development Account savings funds, which had provided our first homebuyers with much of their down payment.

Current Project Status, *Mi CASA*: This HSIAC program is nearing completion of its three-year funding period, which will end 9/30/10. The project has completed, or exceeded, most of its proposed objectives thanks to the same excellent leadership that guided *Seguir Adelante*. SAC and its community partners provide ongoing support to ensure *Mi CASA*'s successful future.

Original Proposed Objectives for Mi CASA	(3) Achieved Results/Outcomes
Goal 1: To increase economic self-sufficiency for low- and moderate-income community members, especially Hispanics and their families, residing in three inner-city neighborhoods of San Antonio that surround SAC's campus (Beacon Hill, Alta Vista, and Tobin Hill).	
Process Objective 1: By the end of year 2, to establish a Career Advancement and Self-sufficiency Assistance program (<i>Mi CASA</i>) by construction/staffing of 1,800-sq. foot facility.	To date: 100% of facility completed, official opening 9/25/09
Process Objective 2: By the end of year 3, to provide 150 community members/year w/career counseling/career development workshops	To date: 106% completed In year 1, 110 clients received these services; In year 2, 240 clients received these services, and in the first 8 months of year three to date, 117 clients received these services
Process Objective 3: By the end of year 3, 100 community members develop a portfolio in 10-15 hr. Career Portfolio Development course.	To date: 91% completed In year 1, 9 clients completed portfolios; In year 2, 49 have completed portfolios; In year 3 to date, 31 clients have completed portfolios
Outcome Objective 1: By the end of year 3, to enroll at least 150 members of targeted groups in job training programs at SAC/ACCD, the City of San Antonio, SER Jobs for Progress/others.	To date: 52% completed In year 1, 19 individuals were enrolled in job training programs; In year 2, 22 have been enrolled; In year 3 to date, 44 have been enrolled
Outcome Objective 2: By end of year 3, at least 150 <i>Mi CASA</i> clients find new/better employment.	To date: 45% completed In year 1, four <i>Mi CASA</i> clients found employment; In year 2, 37 clients found employment; In year 3 to date, 26 clients have found employment
Outcome Objective 3: By end of year 3, enroll 60 <i>Mi CASA</i> clients in college coursework at SAC	To date: 130% completed In year 1, 13 clients enrolled in college courses; In year 2, 38 have enrolled; In year 3 to date, 19 have enrolled
Goal 2: To increase homeownership opportunities for low-to moderate-income community members, especially Hispanic women and their families, residing in these neighborhoods.	
Process Objective 1: By end of year 3, to provide 150 targeted residents w/ homebuyer and/or financial literacy workshops/counseling.	To date: 93% completed: In year 1, 31 residents received these services; In year 2, 77 have received these services; In year 3 to date, 31 have received these services, and a total of 16 individuals have opened savings accounts
Process Objective 2: By end of year 3, at least 60 low-to moderate-income families referred to homeowners' assistance programs.	In year 1, 4 families were enrolled; In year 2, 8 families were enrolled; In year 3 to date, 0 families have been enrolled.
Outcome Objective 1: By the end of year 3, at least 20 targeted low-to moderate-income families pre-qualified for home mortgages.	2 families have been pre-qualified for a home mortgage to date.*

Outcome Objective 2: By the end of year 3, at least five targeted low-to moderate-income families purchase a home.	No homes purchased to date*
---------------------------------------------------------------------------------------------------------------------------	-----------------------------

** UU Housing failed to revive and closed its offices. SAC had to look for other sources for homebuyer assistance/housing rehabilitation counseling. While many low-income San Antonio residents attended Mi CASA homebuyer workshops, not all were from the targeted zip code. The economic downturn meant that many potential homebuyers put off homebuying to improve skills/gain a better education in order to obtain employment to take care of their families' basic needs.*

Proposed leveraged funds and/or resources compared to amount actually leveraged:

(4) Seguir Adelante Leverage History	
Proposed Leverage of Funds/Services	Actual Leverage of Funds/Services
SAC: ██████ 15% of the Women's Center director 5% of the service learning coordinator	SAC: ██████ 15% of the Women's Center director 5% of the service learning coordinator
SAC Construction Costs: ██████	SAC Construction Costs: ██████
ACCD: ██████ 5% of the director of facilities, years 1 and 2; 10% of the construction project manager Victor Garcia, years 1 and 2 20% project manager Louis Kreusel, years 1 and 2; Asbestos removal, property & building = ██████	ACCD: ██████ 5% of the director of facilities, all three years = ██████; 10% of the construction project manager Victor Garcia, year 1 = ██████; 10% Ray Herrera, years 2 and 3 = ██████; 10% Louis Kreusel, yr 1, 20% Yrs 2, 3 = ██████; Asbestos removal, property/building = ██████
UU Housing = ██████	UU housing financial literacy training \$100/person x 116 persons = ██████***
AVANCE: ██████	Travel for AVANCE clients to center ██████
Avenida Guadalupe: ██████	Homebuyer education provided to center clients by Avenida Guadalupe = ██████
Total Proposed Leverage = ██████	Total Actual Leverage = ██████

Val Santos retired and was replaced by John Strybos (whose salary was higher). **Because of the hike in construction costs due to Katrina and Rita, SAC had to supply ██████ in additional construction costs to the project in order to complete the community center as planned. * UU Housing closed their offices due to a flood, so Avenida Guadalupe Association provided homebuyer education training.*

(4) Mi CASA Leverage History	
Proposed Leverage of Funds/Services	Actual Leverage of Funds/Services
15% project director/chair of Non-Traditional Services; 20% Seguir Adelante Center Manager (years 1 and 2); 10% ed support specialist (grants mgmt); 5% project manager (construction, years 1 and 2);	██████ expended in personnel by 7/30/10 ██████ in Mi CASA scholarships (\$██████ in endowment monies and ██████ in one-time scholarships) from Greater Texas Foundation ██████ in scholarships from ACCD Foundation

2% construction manager; 10% construction manager (years 1 and 2); Salary/fringe = ██████ <i>Mi CASA</i> Center/training supplies; postage, printing, phone; scholarships = ██████ Land, rights of way, appraisals, etc. = ██████ Total ACCD/SAC/ACCD Fdn: ██████	██████ in <i>Mi CASA</i> Center/training supplies; postage, printing, phone from SAC ██████ Land, rights of way, appraisals, etc. ██████ – ACCD construction expenditures: ██████ for telecom wiring, security camera video rack, testing; ██████ for Program Management. Total Institutional Leverage to date : ██████
Equivalent of one FTE caseworker II from City of San Antonio FESP program= ██████ Salary and fringe, year 3	██████ – The City of San Antonio replaced its Community Initiatives leadership, and did not subsequently fulfill this commitment.
RBCFU Financial Literacy, 50 students/yr six workshops @ ██████/workshop = ██████	17 workshops conducted to date by RBCFU = ██████
Housing rehabilitation counseling, advisement and enrollment services for 10 <i>Mi CASA</i> clients/yr = ██████ over 3 yrs, UU Housing	Habitat for Humanity homebuyer program: one workshop @ ██████; Avenida Guadalupe homebuyer program to provide additional information sessions to increase homebuyer education, four workshops for total of ██████; Alamo Federal Credit Union, two three-day workshop series: ██████. Total homebuyer workshop leverage = ██████*
Total proposed leverage = ██████	Total leveraged to date = ██████

* Since *UU Housing* closed its offices, SAC had to look for other sources for homebuyer assistance/housing rehabilitation counseling.

Project completion: The *Seguir Adelante* Center was completed and fully operational by January of 2007, and held a grand opening in March 2007. The grand opening for the *Mi CASA Center* was April 21, 2010, and it has been fully operational since September 25, 2009.

(5) Compliance with reporting requirements: All reports for both grants have been submitted to HUD on time and have addressed both narrative and financial information as required.

Seguir Adelante	Mi Casa
6/30/04 submitted Semi Annual	1/31/08 submitted 2007 semi-annual report
1/26/05 submitted Annual Report	1/28/09 submitted 2008 annual report
6/30/05 submitted Semi-Annual Report	7/20/09 submitted 2009 semi-annual report
1/30/06 submitted Annual Report	1/29/10 submitted 2009 annual report
6/30/06 submitted Semi Annual Report	7/19/10 submitted 2010 semi-annual report
4/25/07-Annual Report & Final Close Out Report	

Rating Factor 2: Need/Extent of the Problem

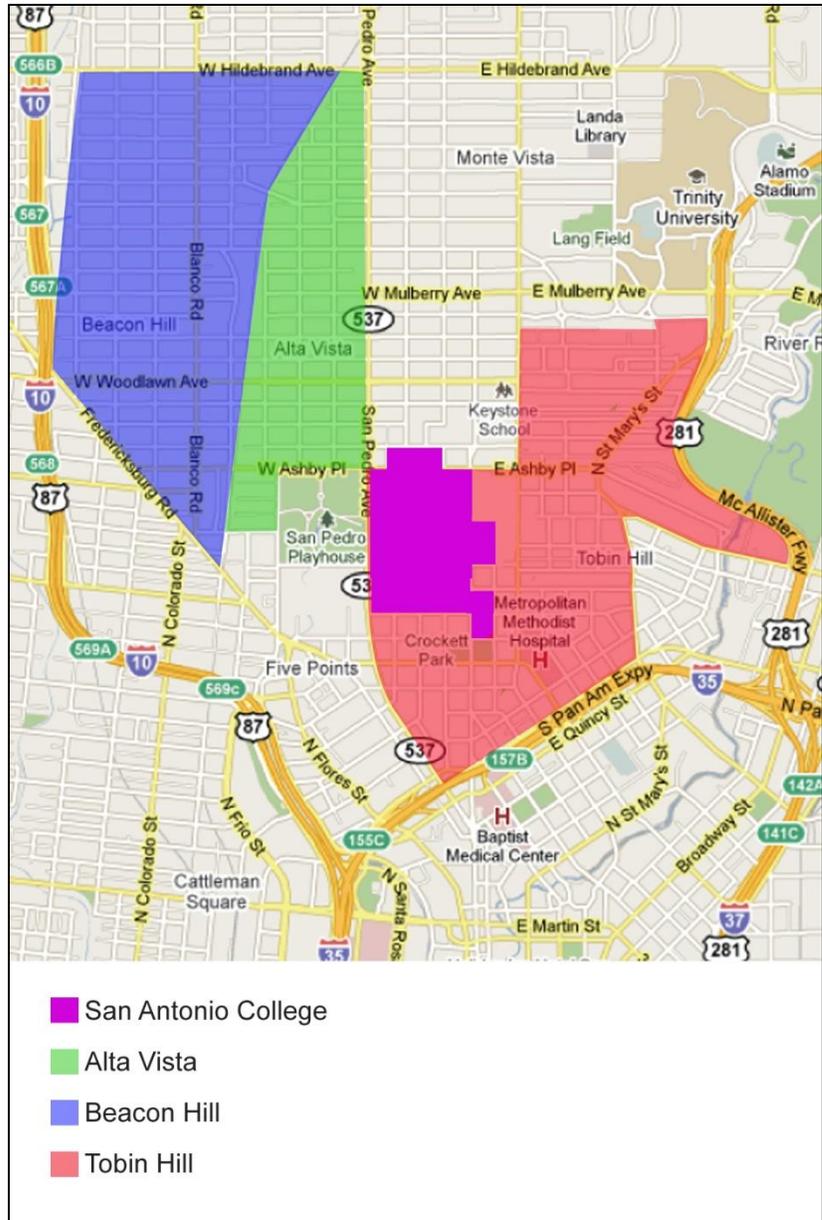
(1) Specific needs that will be addressed by this proposal:

Low income, low educational attainment, lack of affordable housing, deteriorating housing and limited access to education and training opportunities are common characteristics of impoverished communities and socio-economic conditions that impede residents from maintaining self-sufficiency and progress toward upward mobility. The demographic information found in Rating Factor 2 substantiates that residents within our targeted neighborhoods (Tobin Hill, Beacon Hill and Alta Vista) are living with these impediments. Project EcoCentro seeks to remedy two of the core elements of their struggle: education and employment training opportunities and maintenance and improvement of housing. We felt that these inner-city communities would best benefit from this project based on their proximity to the location of the proposed EcoCentro, their income and educational attainment levels, unemployment levels, and the deterioration of their housing stock due to age. The targeted area is also included in one of SAC's top-ten zip codes for student enrollment³.

Profile of San Antonio and Project Service Area: Located in South Central Texas approximately 150 miles north of the U.S./Mexico border, San Antonio is Texas' second-largest city and the nation's seventh-largest. U.S. Census data for 2009 show San Antonio as the nation's third-fastest growing city behind New York and Los Angeles, with a population of 1.37 million. In 2008, the city's population was 61.4% Hispanic or Latino, 28.6% Anglo, 6.1% African American and 1.9% Asian².

³ Demographic Study: San Antonio College Population Study, 2007

Depressed economic and living conditions are prevalent, as evidenced by low income levels, low educational attainment and high crime. In 2008, 12.9% of San Antonio households reported incomes at below \$25,000 per year, compared to 10.7% for the U.S., and 14.3% of all families reported incomes below poverty, compared to 9.7% nationwide.⁴ Ten percent (10%) of all residents 25 years and older in San Antonio lack a high school diploma or GED equivalent (8.7% for the U.S.), and 10.5%



of those 25 and older have less than a ninth-grade education, compared to 6.4% of those 25 years and older nationwide.⁴ In 2007, San Antonio reported 8.8% more violent crimes than Texas as a whole, and 55% more property crimes.⁵

The draft of San Antonio’s FY 2010-2014 Five Year Consolidated Plan outlines the following: in San Antonio, 18.6% of homeowner households and 33.8% of renter households

⁴ 2008 U.S. Census American Community Survey 1-Year Estimates for San Antonio, http://factfinder.census.gov/home/saff/main.html?_lang=en

spend more than 30 percent of their income on housing and associated costs, including utilities. Housing affordability is calculated as 30% of income for rent, and 28 percent of income for homeownership. More than 55% of residents in our service area rent, compared to 41.9% of all households in San Antonio. Overall, renters are a third more likely to experience housing problems (including high cost burden, overcrowding and inadequate facilities) than owners.⁵

These conditions serve as barriers to accessing education and training opportunities and affordable housing. Even more severe in our targeted service area, approximately 24.8% of families living within Tobin Hill, Beacon Hill or Alta Vista reported incomes below poverty in 2008.⁶ The chart below illustrates the socio-economic characteristics of our service area compared to the city as a whole.

Demographics for Project Service Area and the City of San Antonio 2008 Nielsen Projections					
	San Antonio	Beacon Hill	Alta Vista	Tobin Hill	Total for targeted area
% Hispanic	61.7%	82.5%	76.1%	73.1%	77.23%
% African American	6.2%	1.4%	1.58%	3.6%	2.19%
Unemployment rate	5.85%	7.6%	4.63%	5.6%	5.94%
% Below poverty	13.2%	24.5%	22.2%	27.7%	24.8%
Avg hsehold income	\$56,671	\$41,570	\$40,406	\$36,278	\$39,418
Less than HS diploma/GED	22.8%	38.6%	33.7%	36.2%	36.2%
Bachelor's degree/higher	23.4%	13.9%	17.5%	13.8%	15%
Median home age	32 years	64 years	67 years	65 years	65.3 years
% Rentals	38.1%	45.5%	50.9%	61.7%	52.7%
% Vacant	6.8%	13.3%	14.5%	14.3%	14%

The average median age of homes in these three neighborhoods in 2008 was 65 years,

⁵ Draft of City of San Antonio FY 2010-2014 Five Year Consolidated Plan, <http://www.sanantonio.gov/gma/pdf/San%20Antonio%20Consolidated%20Plan%20Draft%2006%201%2010.pdf>

⁶ City of San Antonio Planning and Development Department, block group data provided by the Nielsen Company Claritas 2008 PopFacts dataset of projections, which are based on 2000 Census data, acquired 2010.

twice as old as the median age of homes for all of San Antonio (32 years).⁶ 2008 American Community Survey estimates indicate that 23% of the city's housing stock was built prior to 1959, and 2000 Census data indicates a total of 61.5% of San Antonio homes may have lead-based paint hazards.⁵ The presence of lead paint in our service area is of great concern, given the average median age of homes (65.3 years). An estimated 92% of homes in San Antonio built between 1940 and 1959 have lead-based paint.⁵ If not controlled, this poses a health risk to occupants, particularly children and pregnant women.⁵

The age and deteriorating physical condition of homes and socio-economic barriers within our service area have created a great need for affordable education and training for these residents and the craftspersons/repair experts who serve them in home repair and safety, weatherization, sustainable construction/landscaping, and affordable historic renovation.

(2) The importance of meeting identified needs: The principal goal of Project EcoCentro is to strengthen neighborhood revitalization and economic development efforts in our targeted inner-city neighborhoods through construction and establishment of a public multi-purpose facility. This center will house both an office for the Tobin Hill Community Association and a wide variety of free or low-cost community outreach workshops to equip residents with knowledge to improve their housing stock. Green employment training/certification and coursework in historic renovation at the EcoCentro will prepare very-low, low, and moderate-income individuals for employment in emerging high demand job sectors.

Since SAC's large urban campus is surrounded by the targeted service area, the college is strongly invested in improving the quality of life in Beacon Hill, Alta Vista and Tobin Hill to assure the security and safety of our students and neighboring residents, the preservation of historic structures, and to continue to attract students and faculty to our campus. Our two-

pronged approach of providing free or low-cost educational outreach and training for certification in green jobs/historic renovation also aligns with several of the city's Strategic Plan goals, including 1) expanding or preserving a continuum of affordable housing opportunities; 2) revitalizing low-and moderate-income neighborhoods to create healthy and sustainable communities; 3) providing community and supportive services for low- and moderate-income persons and those with special needs; 4) stabilizing neighborhoods through investment in public and community facilities improvements; and 5) promoting self-sufficiency through economic development activities.⁵

In addition, the U.S. Department of Energy estimates that for every dollar a resident invests in weatherization, 30 cents is returned each year.⁷ CPS Energy's Energy Savings Calculator estimates that San Antonio residents in a one-story, 1,500 square foot home built before 1970 with window units (typical of our service area) could save up to \$56 each month (\$676 each year) just by sealing air leaks throughout their homes.⁸ This project will prepare residents, whether they are renters or homeowners, to make low-cost, do-it-yourself home repairs, upgrades and safety improvements that will translate into better health and/or immediate and long-term cost savings. In some cases, those savings may be enough to reduce their housing cost burden to less than 30% of total income (a threshold for affordable housing).

For those who cannot afford to make repairs on their own, enrollment assistance for CPS Energy's STEP weatherization program will be available, in addition to informational sessions on the city's Lead-Based Paint Hazard Control Program (LBPHCP). This program provides financial assistance for lead abatement to income-qualified families or individuals. Beneficiaries

⁷ U.S. Department of Energy, Energy Savers Blog, Weatherization and Energy Efficiency Success Stories, Nov. 3, 2009, <http://www.eereblogs.energy.gov/energysavers/post/Weatherization-and-Energy-Efficiency-Success-Stories.aspx>

⁸ CPS Energy online Home Energy Calculator, <http://cpsenergy.apogee.net/homesuite/calcs/rescalc/>

must live in a home built prior to 1978 that is located within Bexar County, have a child under age six living in the home, and be eligible for HUD Section 8 assistance. An overview of San Antonio’s LBPCHCP will be included with every GHHI workshop provided in the EcoCentro.

Jobs training courses provided through the EcoCentro project will help boost economic development, alleviate unemployment, and address low educational attainment in our service area by providing training in high-demand employment in emerging construction industries, specifically green building and historic renovation. By offering this training, SAC is establishing opportunities for area residents to move out of poverty toward self-sufficiency. The city’s Council for Adult and Experiential Learning (CAEL) has found that \$46 million in ARRA and related funds are likely to be significant drivers of green employment demand in the near term. The following table is taken from CAEL’s 2008 report, “Building Green Skills”.⁹ It provides a snapshot of green jobs that will be in high demand through 2011.

Green Jobs Employment Projections for San Antonio		
Job Category	Current Employment Numbers	Estimated Employment Demand 2009-2011
Weatherization (includes carpenters, plumbers, HVAC workers)	Approximately 12 weatherization efforts are currently underway. In 2008, there were 2,683 plumbers/pipefitters/steamfitters.	Minimum of 8 general contractors and unknown number of subcontractors in plumbing, insulation, heating and cooling, painting, and other services will be needed to weatherize a citywide target goal of 3,000 homes.
Energy Raters (a subcategory of Weatherization)	There are approximately 18-25 certified raters.	Approximately 100-200 certified energy raters
Water Conservation (includes landscape technicians, landscape architects, and plumbers)	In 2008, there were 2,683 plumbers/pipefitters/steam fitters.	Approximately 500 plumbers will require training in this area to meet expected demand.
Residential Solar Installation (includes electricians w/ solar photo-voltaic certifications)	Approximately 36 contractors ranging in size from one-man operations to 11-person teams	A minimum of 171 new skilled employees will be needed in this area.

⁹ City of San Antonio Office of Environmental Policy, Building Green Skills, Mission Verde: A Green Jobs Program for San Antonio, <http://www.sanantonio.gov/edd/IndustryDev/PDF/CAELGreenJobs.pdf>

The table below is taken from the Alamo Colleges’ report “Labor Market Demand for Green Jobs,” published in 2009¹⁰.

Green Employment Demand Statistics Based on Historical Trends					
Targeted Occupations	O*Net/SOC	Hourly Wage	Regional Employment	Projected Growth (by 2016)	Percent Change
Building Weatherization	47-2031	\$15	4,300	5,050	17.4%
Certified Energy Rater	47-4011	\$19.42	650	800	23.1%
Solar Photovoltaic Panel Installer and Electrician	47-2031	\$15.00	4,300	5,050	17.4%
	47-2111	\$16.71	4,150	5,000	20.5%
	47-3013	\$11.91	1,200	1,450	20.8%
Licensed Irrigator & Certified Arborist	37-3011	\$15.15	1,200	1,450	20%
	37-1012	\$9.54	7,050	8,800	24.8%

Source: Texas Workforce Commission, Standard Occupational Components for Research and Analysis of Trends in Employment System

The demand for employment in historic renovation is more difficult to quantify through labor projections, since historic renovation/preservation is not listed separate from construction trades. However, all three presidents of our partner neighborhood organizations and Shannon Peterson Wasielewski, head of the city’s Office of Historic Preservation, have indicated that there is great need for experts in this field. The City of San Antonio currently has 26 historic districts and more than 2,000 historic landmarks, with new historic districts and structures added each year. If a home or commercial property owner seeks to perform exterior alterations to any structure within a historic district, the city’s Historic and Design Review Commission (HDRC) must first approve their plan of work, guided by municipal building code regulations for historic renovation. These codes mandate that any exterior alterations must not destroy distinguishing or

¹⁰ Alamo Colleges, Labor Market Demand for Green Jobs, 2009, <http://www.alamo.edu/greenjobs/pdf/Labor-Market-Demand-Analysis.pdf>

original qualities of the historic structure, that alterations with no historical basis are prohibited, and that deteriorated architectural features shall be repaired rather than replaced whenever possible. If new material must be used in replacement, it must reflect the original composition, design, color and texture of the original feature.¹¹ This is especially important in the repair and replacement of historic windows.

Currently, no college or university within San Antonio offers training for certification in historic renovation/preservation, with the exception of the University of Texas at San Antonio's graduate certification in historic preservation. By offering this type of training at the community college level, SAC will create an opportunity for low- and moderate-income residents to access an affordable and unique education that will prepare them to fill a void in the city's historic renovation/preservation sector. We estimate beginning wages in the San Antonio MSA to range anywhere from \$12.39 to \$17.27 (based on entry and experienced carpenter wages), or possibly up to \$23.88 an hour for construction managers.¹² Training in historic renovation and green construction also presents a unique opportunity for the creation of micro-businesses, as San Antonio's supply of these specialty contractors is limited. SAC estimates that two micro-businesses will be established as a result of employment training provided through this project.

Rating Factor 3: Soundness of Approach

a. Quality of the Work Plan

(1) Specific Activities

(a) Systematic project planning strategy/how project activities were identified: SAC has a long history of collaboration with the Tobin Hill Community Association (THCA), both in the planning and development of the *Seguir Adelante* and *Mi CASA* projects, as a member of

¹¹ City of San Antonio Unified Development Code, http://library7.municode.com/default-test/home.htm?infobase=14228&doc_action=whatsnew

¹² Texas Workforce Commission LMCI construction wages for 2009 in San Antonio MSA, <http://www.tracer2.com/>

Tobin Hill's community planning process with the City of San Antonio, and through the planning and development of the Tobin Hill Mixed-Used Development Plan, a joint effort between SAC and THCA to develop college property located in the Tobin Hill neighborhood. Through relationships built with SAC administrators and College and Grants Development staff, THCA President Carolyn Kelley was aware that the college was interested in using HSIAC funds to develop a recently-acquired property in Tobin Hill to serve the community in some way, and in December, 2009, started talking to SAC administrators about educational opportunities that would empower residents to address deterioration and safety hazards in their homes, and about a need for a multi-purpose center to serve as a hub for neighborhood residents and commercial property owners, and as an office for THCA and the Tobin Hill Commercial Revitalization District Managing Director. Conversations with the President of SAC and identification of THCA needs by SAC development staff led to several meetings with Ms. Kelley, college and district administrators and Alamo Colleges' Green Job Training Initiative staff.

The idea of setting up a center to meet these needs led to a thorough needs analysis of neighborhoods surrounding SAC, including Alta Vista and Beacon Hill, conducted by SAC Development staff through research and in a series of meetings, phone calls and interviews. Representatives from neighborhood associations, CPS Energy, SAWS, the San Antonio Green and Healthy Homes Initiative and Office of Historic Preservation provided critical input to the needs analysis, including suggestions for educational offerings based on current demand within our targeted communities. This led to an emphasis on safety improvements and sustainable abatement/ renovation of historic homes, including toxin removal, weatherization/energy efficiency, and sustainable landscaping. Planners found that, in addition to Tobin Hill homeowners and renters, Alta Vista and Beacon Hill residents would benefit greatly from this project.

College administrators, including district facilities head John Strybos and SAC President Robert Zeigler, provided insight into project development and stated their willingness to sustain Project EcoCentro in the long-term. The idea was well received by the Alta Vista and Beacon Hill neighborhood associations and our partner agencies. The neighborhood associations expressed a need for space in which to hold monthly meetings, in addition to neighborhood planning sessions and other capacity-building events, both as individual organizations and together.

██████████ refined the project’s activities based on the needs assessment and his knowledge of proven strategies for success in sustainable building/renovation, community outreach, green employment training and the effectiveness of community partnerships in promoting sustainability (including The University of Texas at Brownsville’s HSIAC-funded Go Green Assistance Center). Neighborhood association partners emphasized that many residents within Alta Vista, Beacon Hill and Tobin Hill are low-income, elderly or disabled, and/or renters, so that offering free or low-cost educational outreach workshops would be key to the project’s success. In response, SAC and our partner agencies have arranged to offer the majority of workshops free of charge.

Project EcoCentro Goal and Objectives
Goal: To strengthen neighborhood revitalization and economic development in three neighborhoods that surround SAC through training and educational opportunities with a focus on sustainable renovation/landscaping, home safety, and training for employment in emerging markets, specifically for “green” retrofitting/construction and historic renovation.
Process Objective 1: By January 1, 2011, to have identified space in SAC’s Oppenheimer Education and Training Center to house and begin to offer free or low-cost educational outreach workshops while the EcoCentro is being constructed.
Process Objective 2: By March, 2012, to build a Community Education Center in which to offer programs for residents interested in obtaining skills for green and historical preservation employment and/or residents interested in training and assistance related to making their homes more energy efficient and/or safe; and which will provide an office for the Tobin Hill Community Association and CDBG-funded community revitalization staff.
Process Objective 3: By August 30, 2012, to have established a walk-in information area at the center where community members can obtain information and resources to assist them in making their homes more energy efficient and safe.

<p>Process Objective 4: By the end of year three, to have enrolled at least 75 area residents in coursework that will lead to skills certification in high-demand green (weatherization/solar panel installation) or home rehabilitation/historic preservation employment.</p>
<p>Process Objective 5: Each year of the grant, to host events that enroll at least 40 low-income residents each year in the City of San Antonio/CPS Energy STEP weatherization program.</p>
<p>Process Objective 6: Each year of the grant, to enroll at least 25 students per year in volunteer activities coordinated through the EcoCentro that will benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.</p>
<p>Outcome Objective 1: By the end of year three, to have served at least 780 low-to moderate-income residents in the Beacon Hill, Alta Vista, and Tobin Hill neighborhoods with training and education in sustainable home renovation for energy efficiency and safety and in other areas of community need.</p>
<p>Outcome Objective 2: By the end of year three, as a result of their involvement in Project EcoCentro, at least 120 households will have been weatherized, resulting in lower utility bills, and at least 120 additional households will have made improvements/renovations related to safety, sustainable construction or landscaping, or historic preservation.</p>
<p>Outcome Objective 3: By the end of year three, at least 50 very-low, low- and moderate-income residents will have obtained certification for high-demand employment in green industries, including energy auditing/weatherization, solar technology, and abatement of toxins in historic homes, or in historic home renovation.</p>
<p>Outcome Objective 4: By end of year three, at least 35 area residents will have obtained employment in green or historic renovation fields.</p>
<p>Outcome Objective 5: By the end of year three, at least 2 micro-businesses will have been created as a result of Project EcoCentro.</p>

How the project’s activities relate to/complement the institution’s mission: SAC’s mission is to “provide responsive education through excellence, accessibility and diversity.” This project will provide *accessibility* and *diversity* in education by offering a series of free or low-cost workshops, and by targeting green employment/historic renovation certifications to neighborhood residents who are majority low- to moderate-income Hispanic. By committing itself to this project, SAC will provide *responsive education* that our communities can use to improve their housing stock and beautify their neighborhoods to improve their quality of life, and/or obtain certification in high-demand employment sectors to move out of poverty. Project EcoCentro will increase the visibility of HUD and San Antonio College and will hopefully spark interest among local residents in becoming future students beyond the life of the grant.

All individuals/organizations involved in planning for the project and their roles:

SAC development staff were guided by [REDACTED], Tobin Hill Community Association president; [REDACTED], Alta Vista Neighborhood Association president; [REDACTED], Beacon Hill Neighborhood Association president; [REDACTED], Director of SAC's Service, Trade and Industry Center; Anson Green, ACCD Strategic Director and Employer Relations for the Alamo Colleges' Green Job Training Initiative; [REDACTED] City of San Antonio Office of Historic Preservation Officer; Dana Nichols, SAWS Conservation Department Manager; [REDACTED], CPS Energy Environmental Services Analyst; [REDACTED], Business Analyst for CPS Energy; and [REDACTED] Construction Specialist Supervisor, City of San Antonio Housing and Neighborhood Services in developing the goals and objectives and educational offerings for the project, with additional help and advice from SAC faculty and staff.

a. Implementation and Management of Project EcoCentro:

SAC and our project partners have formed a dynamic partnership to address neighborhood revitalization and economic development for very-low, low- and moderate-income individuals in inner-city San Antonio. The EcoCentro will be unique in that it will offer a holistic model of free or low-cost educational outreach, volunteer activities, jobs training and free meeting space for partner groups.

HSIAC funds will be used to build the 3,000 square foot EcoCentro in the Tobin Hill neighborhood just east of our campus, on property owned by SAC. The facility will include two offices, a lobby and a conference room/kitchenette, with a large classroom space that can be divided into two classrooms by a retracting wall. One office will house THCA and the Tobin Hill Commercial Revitalization District Managing Director, and the other will be utilized by SAC staff and student volunteers. The lobby will be used as a dissemination hub/Resource Center,

where residents and business owners can find information on our partners, schedules and descriptions of free workshops and job training programs at SAC and our sister colleges, upcoming community events, and “How-To” notebooks with information on sustainable practices, landscaping and easy repairs for homeowners. SAC will seek additional grant funding/donations to provide a small reference library in the center with at least two computers. The center will also use training classrooms in SAC’s nearby Education and Training Center.

On Main Street, the EcoCentro will be easily accessible by public transportation and is near each of the targeted neighborhoods. As the project progresses, [REDACTED] will seek partnerships with local green or historic renovation/construction business owners who may want to use the center as a demonstration site for their products. The Tobin Hill Commercial Revitalization District Managing Director’s office will be located in the EcoCentro, which will create an opportunity for comprehensive wrap-around services for business owners within the Tobin Hill area who are interested in improving their office space through sustainable renovation or landscaping

[REDACTED] will work with students, neighborhood association volunteers and SAC technology staff to establish an EcoCentro webpage, which will host all the information mentioned above. SAC Continuing Education personnel, student workstudies, and neighborhood association/student volunteers will staff the center when workshops/classes are not meeting. SAC Continuing Education staff will provide course enrollment, registration, and referral services for community members who may need further assistance. **The EcoCenter will work closely with SAC’s HSIAC-funded *Seguir Adelante* and *Mi CASA* Centers to refer community members for pre-college preparation and housing or jobs preparation assistance.** By giving scheduling preference to free and low-cost workshops and community events, SAC will ensure

that **51% or more of activities at the EcoCentro will directly benefit low- and moderate-income residents, and that less than 49% of EcoCentro resources will be for campus use.**

While the EcoCentro is being constructed, SAC will identify space in its Oppenheimer Education and Training Center as a venue for community workshops, as well as free space for our neighborhood association partners to hold monthly meetings and/or planning sessions. SAC will offer four educational outreach workshops beginning in the first six months of Project EcoCentro (adding additional offerings every six months), with a goal of offering all workshops and certificate-bearing coursework by the middle of year three. SAC will offer each of its workshops two to four times a year after their start date, and our partners have agreed to offer their workshops two to four times each year. Workshops will be offered in both English and Spanish and at no charge whenever possible, with a target enrollment of at least 10 students in each class. By the middle of year three, SAC and EcoCentro partners will be offering 19 different community outreach workshops that will equip low- and moderate-income residents with knowledge to make sustainable improvements to their homes.

Educational Outreach Workshops Offered Through EcoCentro Offered quarterly or once every six months	
CPS Energy STEP Weatherization Program Intake: CPS Energy staff will give an overview of the STEP weatherization program, including eligibility requirements, and will provide onsite enrollment assistance with the STEP program application. Intake sessions will be offered in English and Spanish whenever possible.	2-4 class hours; free; CPS Energy
Green and Healthy Homes Initiative: An overview of the city’s Green and Healthy Homes Initiative, an overview of the city’s Lead-Based Paint Hazard Control Program, an overview of lead hazards, asthma/indoor pollutants, indoor hazards management, and home and child safety.	8 class hours; free; City of San Antonio
Weatherization: Providing participants with a definition of weatherization, review of the building envelope, and identification and installation of energy conservation measures. It also covers energy conservation measures, U.S. EPA Energy Star products, and material installation techniques.	8 class hours; free; SAC;
Utility Bill Analysis: Shows residents what to look for in their energy bills in order to reduce consumption and the amount they pay per month.	4 class hours; free; SAC

Strategies for Removing Toxins from Homes: Offers simple strategies for removing or isolating toxins, including lead paint.	4 class hours; free; SAC
Historic Renovation: Intro to renovation strategies, including with a focus on restoring existing doors, exterior facade, and windows. (These strategies are covered more thoroughly in component-specific renovation courses.)	4-6 class hours; free; SAC
Historic Window Repair: Teaches the basics of wood window care and repair, including hands-on opportunities to rehabilitate existing windows and gain valuable knowledge about wood window restoration.	10-20 class hrs; low-cost; SAC or City of San Antonio.
How to Read Water Meters for Conservation: Shows residents what to look for in their water bills to reduce consumption and the amount they pay per month.	2 class hours; free; SAWS
Designing WaterSaver Landscapes: Shows residents how to take advantage of xeriscaping and SAWS WaterSaver garden rebates.	2 class hours; free; SAWS
Getting Control of Your (irrigation) Controller: An overview of sustainable residential irrigation systems and tips on how residents can cut down on consumption.	2 class hours; free; SAWS
Proper Tree Care: This course, taught by a tree care expert, is aimed at helping neighborhood residents take good care of their trees. Participants will receive a free tree after completing the workshop through SAC's partnership with CPS Energy Environmental Services.	7 class hours; free; SAC
Proper Placement of Trees: An overview of factors that determine where to plant a tree so that it will not need to be disturbed as it grows.	2 class hours; free; SAC
Family Gardens: Introduction to gardening strategies that will reduce dependence on store-bought produce, thus reducing a family's food bill.	4 class hours; free; SAC
Xeriscaping: Provides advice on selecting native plants and arranging them in a garden that minimizes the need for watering.	4 class hours; free; SAC
Composting: For beginners, this workshop offers tips on how to get good results and link composting to an overall gardening strategy.	4 class hours; free; SAC
Interiorscaping: Intro to selecting and caring for plants that beautify the home while improving air quality and reducing energy consumption.	4 class hours; free; SAC
Water Harvesting: Tips on how to collect rainwater for use in gardening or other secondary water applications.	4 class hours; free, SAC
Food Handling Strategies: Hints on proper food handling offered in this course can help to prevent food borne disease and eliminate common health risks related to food preparation. Leads to City of San Antonio Health Dept. certification.	2 class hours, \$16, SAC
Healthy Diet Tips: Participants will get tips on how to prepare healthier meals without sacrificing taste.	4 class hours; free; SAC

The table below lists the jobs-training courses proposed for this project. These trainings, all taught through SAC, will help address the presence of poverty, high unemployment and low educational attainment in our service area by preparing very-low, low- and moderate-income

residents for high-demand employment in emerging markets, specifically “green” sector jobs and historic renovation. Low-income students will be eligible for financial aid for energy auditor, solar technician, arborist and dietary supervisor certifications. *(New training/certificates to be developed through Project EcoCentro indicated with asterisks.)*

Green Construction and Historic Renovation Jobs Training Through EcoCentro	
Energy Auditor: Participants learn how to establish systems and processes necessary to improve energy performance and to prepare for compliance with the ISO 50001 Energy Management Standard. Hands-on training is combined with tools, real-life demonstrations and active participation. Each participant will set up an energy management system and demonstrate improved energy performance. This will prepare students to take the steps needed for employers to gain ISO 50001 certification.	24 class hours and a 24-hour field practicum
Solar Technician: The course is aligned with the North American Board of Certified Energy Practitioners (NABCEP) certification program, which is aimed at electricians and other construction tradesmen who wish to be certified to install Solar photovoltaic equipment. The classroom component will be complemented by on-site contact with photovoltaic equipment. This class prepares students to take the NABCEP entry-level solar technician certification examination.	48 class hours
*Historic renovation: Each of these courses will focus on renovation of one component of a historical home or commercial structure. They will consist of 7 hours of classroom presentation followed by 7 hours of hands-on practice. There will be separate courses for windows, floors, balconies/decks, and other components. SAC will provide a completion certificate recognized by the City of San Antonio Office of Historical Preservation for each specialty course. (14 class hours per course)	14 class hours per course
*Introduction to asbestos abatement of historic homes: An introductory course for non-certified renovation workers, contractors, and employees of construction or renovation services. Topics will include: common products containing asbestos, methods of identifying asbestos hazards, EPA compliance regulations for removal, medical effects of asbestos exposure, PPE, and minimizing asbestos removal hazards. Participants will receive a certificate from SAC that partially qualifies them to work as weatherization and remodeling specialists.	7 class hours
*Introduction to lead abatement of historic homes: Intro course for non-certified renovation workers, contractors, and employees of construction or renovation services. Topics will include methods of identifying lead hazards, EPA compliance regulations, medical effects of lead paint exposure, PPE, and minimizing lead hazards. Participants will receive a certificate from SAC that partially qualifies them to work as weatherization and remodeling specialists.	7 class hours

<p>Arborist: In collaboration with the San Antonio Arborists' Association, the San Antonio Botanical Gardens, and the ISA, SAC will conduct this course using the ISA exam study guide and supplement the material with a hands-on component conducted at the Botanical Gardens. This prepares participants who meet the training and experience requirements established by the ISA to take the Certified Arborist examination and to become certified by the ISA.</p>	<p>18 class hours</p>
<p>Master gardener and junior master gardener: Classes are taught by Texas AgriLife Extension specialists, agents, and local experts. The program covers lawn care, ornamental trees and shrubs, insect, disease, and weed management; soils and plant nutrition, vegetable gardening; home fruit production; garden flowers; and water conservation. This prepares participants to become certified by the Texas AgriLife Extension as a master gardener.</p>	<p>50 class hours</p>
<p>*Composter: Explains the correct way to home compost as well as the added benefits of its usages in the garden. It will include practical applications of composting for the home gardener, with the science behind it. Participants will receive a certificate from SAC that will serve toward providing professional certification when it becomes available locally.</p>	<p>12 class hours</p>
<p>Dietary supervisor: This course is designed for the individual desiring to become certified by the Texas Department of Human Services as a Dietetic Food Service Supervisor. Course content will focus on the theory and skills used in the planning and preparation of institutional meals with an emphasis on nursing home, hospital, and state hospital meals and the management of food service personnel. A 150-hour preceptorship (on-the-job training) is also required. This is aligned with the Dietary Managers Association and all hours count toward becoming Certified Dietary Managers.</p>	<p>99 class hours and a 150-hour practicum</p>

Curriculum development will be conducted by the Project Director and CE staff and faculty as part of their regular operations. Courses will be developed based on existing textbooks or curricula, on the collection of materials from professional associations or individual experts, and/or through the development/collection of new materials. All courses will be revised and refined as they are taught, based on student and employer/market needs. Courses will be aligned with Texas' Workforce Education Curriculum Manual (WECM) to the greatest degree possible. SAC will seek industry or locally recognized certification for the courses/trainings we will develop, and will create in-house certifications for courses/trainings for which there are no available certifications.

Evaluation: Project Evaluation will be conducted in several ways (See Logic Model). Construction logs, district facilities department documentation/computer spreadsheets and a certificate of occupancy will document the construction of the EcoCentro over the project's first two years.

Course catalogs, workshop schedules and reports generated from SAC's student enrollment database will provide information about enrollment in workshops and courses, attendance, completion, and certification of students where applicable. During the last year of the grant, SAC will send surveys to everyone who has attended EcoCentro workshops or trainings and resides in our service area to determine whether their participation has **resulted in homes being retrofitted, repaired, or remodeled for energy-efficiency, safety or historic preservation**. During workshops/trainings we will also ask all EcoCentro users to bring or e-mail photos of improvements made to their homes for a bulletin board at the Center and for the EcoCentro website.

To determine whether the project has addressed the HUD priorities for economic development/jobs training, we will follow up with all students who have completed certification in energy-auditing, solar panel installation, or historic renovation/preservation. Mailed and/or e-mailed surveys will ask if they have **obtained employment or started their own micro-enterprises** as a result of training through this project. If they do not respond to these surveys, EcoCentro staff and volunteers will try to reach them by phone; we will also ask our partner neighborhood associations to assist us in following up with former trainees who are residents of their neighborhoods. However, since the EcoCentro's Resource Center will be an ideal place for certified workers to seek clients, we expect to be able to maintain close contact with former students seeking green or renovation/preservation jobs in our service area.

WORKPLAN: (c) Proposed project activities in measurable terms; (d) Major tasks required; (e) Key team members/staff/partners responsible for completing each task; (g) Measurable Impact/Outcomes

Year 1 – First Six Months				
(c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
By January 1, 2011, to begin offering free or low-cost educational outreach workshops to the targeted community while the EcoCentro is being constructed.	Project Director identifies and schedules four outreach workshops for SAC and community partners to begin offering; identifies space in SAC’s Oppenheimer Education and Training Center to offer these courses; Project Director advertises workshop offerings through SAC & by working w/ neighborhood association leaders to promote workshops at association meetings/in newsletters/e-mail blasts.	40 low-to-middle income residents attend training/ education in sustainable home renovation for energy efficiency and safety and in other areas of community need.	Oct ‘10- Jan ‘11	Project Director ██████████; Project Coordinator ██████████ ██████
By March, 2012, to build a 3,000 sq ft Community Education/Training/ Meeting Center, the “EcoCentro,” to house programs for residents interested in obtaining skills for green and historic preservation/home renovation employment and/or residents interested in workshops related to making their homes more energy efficient and/or safe; and to provide an office for the Tobin Hill Community Association/its community revitalization staff.	Architect’s plan completed and submitted to board. Construction project bids solicited and received.	Board approves Community Center Plan	Oct ‘10- Dec ‘10 Jan11 - Mar ’11	Facilities staff: ██████████ ██████████ ██████████

c) Proposed Project Activity	(f) Major tasks	(g) Measurable impact	Timeline	(g) Key Personnel
By the end of year three, to have enrolled at least 75 area residents in coursework that will lead to skills certification in green sector (energy auditing/solar panel installation) or green construction/historic preservation employment.	Neighborhood Associations (N.A.s) and SAC recruit and enroll at least 2 residents of targeted area into energy auditing or solar panel installer certificate programs at SAC; Develop curricula for historic preservation certificate program(s) with City Historic Preservation Office	2 enrolled residents obtain credit for coursework toward certification	Oct '10- Jan '11	██████████ ██████████ Neighborhood Associations (N.A.'s)
Each year of the grant, to host events that enroll at least 40 low-income residents each year in the City of San Antonio/CPS Energy STEP weatherization program.	Project Director will arrange to host one CPS weatherization event at a SAC facility with at least 40 attendees. N.A.s help publicize event	20 residents of targeted area receive weatherization services	Jan '11- Mar '11	██████████ N.A.'s; CPS Energy STEP program
Each year of the grant, to enlist at least 25 students per year in volunteer activities coordinated through the EcoCentro that will benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.	Recruit at least 10 students to assist neighborhood associations with websites, etc., or communities with electronics recycling/tree planting	Volunteer log shows assistance provided, home/community improvements completed.	Oct '10- Mar '11	██████████ ██████████tt- Park Ranger Program; SAC Service Learning Program

Year One - 2nd Six Months				
c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Free or low-cost educational outreach workshops are offered in SAC's Oppenheimer Education and Training Center while the EcoCentro is being constructed.	Project Director identifies and schedules four additional outreach workshops; Project Director advertises workshop offerings through SAC/N.A.s	80 low-to-middle income residents attend Project EcoCentro workshops (10 ea workshop); 30 improve homes/historic homes	Oct '10- Jan '11	Project Dir ██████ ██████████ Proj Coordinator ██████████
By March, 2012, to build a 3,000 sq. ft. Community Education/Training/Assistance "EcoCentro" Center.	Bidder selected, Sent to Board for approval, Construction begun	Construction project contract awarded, Board-approved. Progress reviewed/reported to SAC President/ACCD Board	Apr '11- Sept '11	██████████, ██████████ ██████████

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
By the end of Yr 3, to have enrolled at least 75 area residents in coursework leading to green or home renovation employment	Enroll at least 10 residents of targeted area in energy auditing or solar panel installer certificate programs at SAC; publicize & initiate new renovation/historic renovation certificates; enroll 10 residents in new cert. programs	20 Enrolled residents obtain credit for coursework toward certification; 10 residents obtain certification;	Apr '11- Sept '11	██████████ ██████████ Neighborhood Associations (N.A.'s)
Each year of the grant, to host events that enroll at least 40 low-income residents each year in the CPS Energy STEP weatherization program.	Project Director will arrange to host one CPS weatherization event at SAC facility with at least 40 attendees. N.A.s help publicize event	20 residents of targeted area receive weatherization services	Apr '11- Sept '11	██████████ N.A.'s; CPS STEP program
Each year of the grant, to enlist at least 25 students per year in volunteer activities that benefit residents of targeted area.	Recruit at least 15 students to assist N.A.s with websites, etc., or communities with electronics recycling/tree planting	Volunteer log shows assistance provided, home or neighborhood improvements completed	Apr '11- Sept '11	██████████ ██████████ Park Ranger Prog.; SAC Service Learning Program

Year Two – 1st Six Months

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Free or low-cost educational outreach workshops are offered in SAC's Oppenheimer Education and Training Center while the EcoCentro is being constructed.	Project Director identifies and schedules four additional outreach workshops; Project Director advertises workshop offerings through SAC and neighborhood associations	120 low-to middle-income residents attend Project EcoCentro workshops; 15 residents improve homes, 5 improve historic homes	Oct '10- Jan '11	██████████ ██████████
By March, 2012, to build a 3,000 sq. ft. Community Education/Training/Assistance "EcoCentro" Center.	Construction completed; Building reviewed, inspected, and reported to SAC President and ACCD Board. Building furnished by SAC/N.A's	Facility completed; inspections show that facility meets all standards/regulations.	Oct '11- Mar '12	██████████ ██████████ ██████████

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
By the end of Yr 3, to have enrolled at least 75 area residents in coursework leading to green sector or historic home renovation employment	Enroll at least 12 residents of targeted area in energy auditing, solar panel installation, or historic preservation/renovation certificate programs at SAC	32 enrolled residents obtain credit for coursework toward certification. 12 residents obtain certification.	Oct '11- Mar '12	██████████ N.A.s
Each year of the grant, to host events that enroll at least 40 low-income residents each year in the CPS Energy STEP weatherization program.	Project Director will arrange to host one CPS weatherization event at SAC facility with at least 40 attendees. N.As help publicize event.	20 residents of targeted area receive weatherization services	Oct '11- Mar '12	██████████ N.A.s; CPS STEP program
Each year of the grant, to enlist at least 25 students per year in volunteer activities coordinated through the EcoCentro that will benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.	Recruit at least 12 students to assist neighborhood associations with websites, etc., or communities with electronics recycling/tree planting	Volunteer log shows assistance provided, home or neighborhood improvements completed.	Oct '11- Mar '12	██████████ ██████████ Park Ranger Prog.; SAC Service Learning Program

Year Two – 2nd Six Months

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Conduct training and education in new “EcoCentro” multipurpose community facility.	Grand Opening of EcCentro; Project Director identifies and schedules four additional outreach workshops; Project Director advertises workshop offerings through SAC and N.A.’s	160 low-to-middle income residents attend workshops at new EcoCentro; 15 residents improve homes, 5 improve historic homes for energy efficiency	Apr '12 - Sept '12	██████████ ██████████ N.A.s
By August 30, 2012, to have established a walk-in information area at the center where community members can obtain information & resources to assist them in making their homes more energy efficient & safe.	Project Director seeks assistance from partners to obtain resources for walk-in center; student volunteers create user-friendly means to access resources and design walk-in resource center	Event publicity/photos show that SAC & N.A.s host Open Houses for Walk-in Resource Center during their monthly meetings (3) at new facility	Apr '12 - Sept '12	██████████ N.A.s; Park Ranger Program; Service Learning Program

(c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
By the end of Yr 3, to have enrolled at least 75 area residents in coursework leading to green sector or historic home renovation employment	Enroll at least 13 additional residents of targeted area in energy auditing, solar panel installation, historic preservation/renovation or other related certificate programs at SAC	12 residents obtain certification; 25 Enrolled residents obtain credit for coursework toward certification; 15 residents have obtained employment related to certifications	Apr '12 - Sept '12	██████████ Neighborhood Associations (N.A.'s)
Each year of the grant, to host events that enroll at least 40 low-income residents each year in the CPS Energy STEP weatherization program.	Project Dir. will arrange to host one CPS weatherization event at SAC facility with at least 40 attendees. N.A.s help publicize event	20 residents of targeted area receive weatherization services	Apr '12 - Sept '12	██████████ N.A.'s; CPS STEP program
Each year of the grant, to enlist at least 25 students per year in volunteer activities coordinated through the EcoCentro that will benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.	Recruit at least 13 students to assist neighborhood associations with websites, etc., or communities with electronics recycling/tree planting	Volunteer log shows assistance provided, home or neighborhood improvements completed.	Apr '12 - Sept '12	██████████ ██████████ Park Ranger Prog.; SAC Service Learning Program

Year Three – 1st Six Months				
(c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Continue to conduct training and education in new “EcoCentro” multipurpose community facility.	Project Director schedules three additional outreach workshops; advertises workshop offerings through SAC and N.A.s	190 low-to middle-income residents attend Project EcoCentro workshops; 20 residents improve homes, 5 improve historic homes	Oct 12 – Mar 13	██████████ ██████████ N.A.s
By the end of Yr 3, to have enrolled at least 75 area residents in coursework leading to green sector or historic home renovation employment	Enroll at least 12 new residents in energy auditing, solar panel installation, historic preservation/renovation or other certificate programs at SAC	25 enrolled residents obtain credit for coursework toward certification; 12 residents obtain certification, are referred to Mi CASA for jobs assistance	Oct 12 – Mar 13	██████████ N. A.s

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Each year of the grant, to host events that enroll at least 40 low-income residents each year in the CPS Energy STEP weatherization program.	Project Director will arrange to host one CPS weatherization event at SAC facility with at least 40 attendees. N.As help publicize event	20 residents of targeted area receive weatherization services	Oct 12 – Mar 13	██████████ N.A.'s; CPS STEP program
Each year of the grant, to enlist at least 25 students per year in volunteer activities coordinated through the EcoCentro that will benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.	Recruit at least 12 students to assist N.A.s with websites, etc., or communities with electronics recycling/tree planting	Volunteer log shows assistance provided, home or neighborhood improvements completed.	Oct 12 – Mar 13	██████████ ██████████ Park Ranger Prog.; SAC SL Program

Year Three – 2nd Six Months

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
Continue to conduct training and education in “EcoCentro” Center.	120 low-to-middle income residents attend Project EcoCentro workshops.	190 low-to-middle income residents attend Project EcoCentro workshops; 20 residents improve homes, 5 improve historic homes resulting in energy efficiency or other sustainability	Apr 13- Sept 13	██████████ ██████████ N.A.s
By the end of Yr 3, to have enrolled at least 75 area residents in coursework leading to green sector or historic home renovation employment	Enroll at least 13 residents in energy auditing, solar panel installation, historic preservation/renovation or other related SAC certificate programs	12 residents obtain certification; 25 enrolled residents obtain credit for coursework certification; 20 area residents have obtained employment through certification and at least 2 micro-enterprises in solar panel installation, energy auditing or historic home renovation have been created.	Apr 13- Sept 13	██████████ ██████████ N.A.s
Each year of the grant, to host events that enroll at least 40 low-income people in CPS weatherization prog.	SAC hosts a CPS Weatherization event at EcoCentro with at least 40 attendees. N.A.'s help publicize event	20 residents of targeted area receive weatherization services; a cumulative number of at least 120 homes will have been weatherized to their homes that result in lower utility bills.	Apr 13- Sept 13	██████████ N.A.s; CPS STEP program

c) Proposed Project Activity	(d) Major tasks	(g) Measurable impact	Timeline	(e) Key Personnel
To enlist at least 25 students/yr in volunteer activities that benefit residents of Beacon Hill, Tobin Hill, and Alta Vista.	Recruit at least 13 students to assist neighborhood associations and residents	By the end of year three students have assisted at least 50 residents to make improvements to their communities, resulting in lower utility bills, safety improvements and/or sustainable construction/landscaping	Apr 13- Sept 13	██████████ Park Ranger Prog.; SAC Service Learning Program

HSIAC Project EcoCentro Timeline						
	Year One		Year Two		Year Three	
Tasks	1 st 6 months	2 nd 6 months	1 st 6 months	2 nd 6 months	1 st 6 months	2 nd 6 months
Architect’s plan bidded, accepted, completed	x x x x					
Contract for construction bidded, accepted		xxxxx				
Construction of EcoCenter		xxx	xxxxxxxxxx			
EcoCentro Opens				xx		
Provision of community workshops at SAC	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx			
Provision of workshops in EcoCentro				xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
Development of Curricula for Home/Historic Renovation training/certificate(s)	xxxx					
Recruitment/enrollment of targeted residents into training/certificate programs	xx	xx	xx	xx	xx	xx
CPS holds enrollment sessions at Mi Casa & EcoCentro; Area residents enrolled in Weatherization assistance program	xxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
Student volunteers help community	xxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
Center clients find new/better employment/salaries through training at EcoCenter and employment assistance at SAC’s Mi CASA				xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
Project review/inspection/evaluation by Project Director and/or Facilities Dir; ongoing quality management and revision of activities per evaluation results.	xxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
Reports of progress toward completion of objectives to Administrators, Board & HUD	xx	xx	xx	xx	xx	xx

(f) CDBG national objective addressed: These activities address the **CDBG national objective** “to benefit low- to moderate-income persons.” In the Beacon Hill neighborhood, 61.3% of 2008 households reported incomes at or below \$34,999 (HUD designates moderate-income for Bexar County at \$35,850). Of those households with incomes of \$34,999 or less, 30.1% reported incomes at or below \$15,000. In Tobin Hill, 64.5% of 2008 households reported incomes of \$34,999 or less. Of those households, 30% reported incomes at or below \$15,000. In Alta Vista, 57.7% of 2008 households reported incomes of \$34,999 or less, and of those, 24.7% reported incomes at or below \$15,000. By: 1) providing workshops that educate low-to moderate-income residents about energy efficiency, home safety and other green practices; 2) helping provide low-income residents access to weatherization services; 3) providing skills training that will lead to employment in new green and historic renovation markets; and 4) providing space for community associations to conduct capacity-building activities, the EcoCentro Project will benefit this population.

(2) How activities will:

(a) Expand the role of the institution in the target community: Like SAC’s two previous HSIAC projects, Project EcoCentro will raise community awareness of and involvement in education and training opportunities available at SAC, especially opportunities related to jobs in the green sector. Educational outreach workshops will attract predominantly low-income, minority participants to SAC’s campus and its resources, and new community partners will bring some of their clients to the EcoCentro as well. SAC’s sponsorship of the EcoCentro will enhance the college’s reputation for caring in the community and its connection to neighborhood associations. The center will create a hub for neighborhood revitalization and educational outreach on homeowner and green issues in our service area, a resource that does not

currently exist. Our partners will be involved in a permanent program that closely matches their skills and mission. Their enthusiasm and commitment indicates that this project could strengthen SAC’s community ties around neighborhood revitalization and economic development in important, far-reaching ways. Increased community involvement – either through participants heightening awareness of the program or partner contributions – will help SAC accomplish its goal of institutionalizing in the project long-term.

(b) Address identified needs:

Needs to be Addressed from Factor 2	Activities Addressing Needs
Need for improvements to deteriorating older homes owned by low- to moderate-income residents, including renovations/retrofitting that helps weatherize homes and reduces energy use/utility bills, and renovations that help preserve homes and/or meet historic district standards	1) free workshops that educate low-to-moderate income residents about sustainability and home safety; 2) access to free weatherization assistance and free trees through our partnership with CPS Energy; 3) low-cost skills training that creates a workforce capable of filling demand for retrofitting area homes for sustainability/preservation. Offerings in Spanish & English wherever possible
Need for neighborhood capacity building: a space for the Tobin Hills Community Association Office and Community commercial revitalization project and for meeting space for the Alta Vista and Beacon Hill Neighborhood associations	1) a meeting space for our neighborhood association partners to conduct activities and interact with fellow residents; 2) a permanent office for THCA and the THCRD Managing Director; 4) referral for participants who would qualify for financial aid assistance for employment training; and 5) referral to the <i>Mi CASA</i> Center for free pre-college preparation and housing or jobs preparation assistance.
Need for residents to identify safety hazards, especially those caused by older deteriorating housing, and improve energy efficiency for cost savings to make homes affordable	Workshops by SAC and the Green and Health Homes Initiative that educate low-to-moderate income residents about sustainability/safety; workshops that cover lead hazards, asbestos and indoor air pollutants will equip residents to identify and mitigate indoor health risks
Need to move very-low, low-income residents out of poverty through jobs training for high-demand, well-paying occupations in green construction and historic renovation.	SAC will provide low-cost coursework that leads to certification in energy auditing, solar panel installation, arborist, historic renovation and dietary manager. Some of these courses are approved for tuition assistance through federal financial aid or Workforce Investment Act.

<p>Need for local small businesses to provide services to residents in older and/or historic homes which need renovation/repair or to preserve and/or meet historic district standards; need for local economic development</p>	<p>1) Due to the specialty nature of a historic renovation or green construction certification, students will be well equipped start micro-business after successfully completing courses; 2) free workshops on historic renovation will teach residents how to make low-cost, simple home improvements</p>
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

(c) Relate to and not duplicate other activities in the target area: Despite the age of structures in our service area and demographics of our target population compared to San Antonio as a whole, there is currently no facility or other initiative in our service area that offers similar free or low-cost educational outreach and training in the specific occupations we have proposed. EcoCentro partners will be expanding their services to new neighborhoods.

b. Involvement of faculty and students: Project EcoCentro will involve faculty and students in a number of ways. SAC’s Service Learning coordinator will work with EcoCentro staff and community volunteers to advertise student volunteer opportunities in our targeted communities, including advertising SAC’s twice-annual electronics recycling events, which SAC sponsors in partnership with Corona Visions Inc., a local electronics recycling firm. Corona Visions will collect e-waste free of charge. Student volunteers will make residents aware of these opportunities and what waste is appropriate for collection. [REDACTED] astronomy professor and faculty advisor for several student science clubs, and [REDACTED] head of SAC’s Park Ranger training program, will recruit student volunteers to assist with recycling. Student volunteers will also assist with tree planting in our service area in conjunction with EcoCentro tree care workshops and assist our neighborhood association partners with capacity-building. This could include improving or creating new association websites, assistance with monthly newsletters or periodic e-mail blasts, and/or updating resident contact lists. In addition to [REDACTED] and [REDACTED] Continuing Education faculty will assist with instruction at the

EcoCentro, and SAC expects that faculty involved in initiating a new program in Environmental Science will involve their students in EcoCentro community education activities as well.

c. Involvement of the community: Since THCA will have a permanent office in the EcoCentro, and the Beacon Hill and Alta Vista neighborhood associations will have meeting space, we expect community members to become deeply involved with the Center, especially in planning the utilization of the facility. Advisory Committee members, representing area residents, our partner agencies, faculty and students, were active in all phases of the development of the project, including the development of project goals and objectives. We also predict that resident participation in workshops and job skills training will be high because these offerings directly address their expressed needs, and because they have ownership of the project.

d. Economic opportunities for low- and very-low-income persons: Part of the goal of this project is to strengthen economic development in our service area through training in high-demand employment in emerging industries, specifically “green” construction and historic renovation. Like the vast majority of clients for SAC’s previous HSIAC projects, we expect the majority of residents who are provided training/certification through the EcoCentro to be low- and very-low-income persons. The Project Director will work closely with our partner neighborhood associations to let low-income residents know about this and other sustainability-centered training available at SAC and throughout the college district. We expect that at least half of all students who participate in Project EcoCentro’s employment training will be low- or very-low-income residents of our service area, and that approximately a third will be moderate-income individuals. The training they will receive will equip them with certifications which, by the end of the grant, will have lead to 35 participants acquiring new employment in high-demand

construction industries. SAC also expects that at least two new micro-businesses will be created as a result of training offered through Project EcoCentro.

e. HUD policy priorities: This project meets HUD HSIAC Policy Priority 2, “Sustainability.” Project EcoCentro will provide a host of free or low-cost educational outreach and job skills training with a focus on rehabilitation and maintenance of housing, green construction and sustainable landscaping, in line with HUD’s “Livability Principles” to “support existing communities, and “value communities and neighborhoods”. We estimate that, by the end of the grant and as a result of their participation in this project, at least 120 residents within our target area will have made improvements to their homes or apartments, either on their own or with help from student volunteers. These improvements will result in energy efficiency, lower utility bills, safety improvements and/or sustainable construction or landscaping. Also, by the end of the grant, SAC’s partnership with CPS Energy will have enrolled 120 households in CPS Energy’s STEP weatherization program.

The proposed EcoCentro will support two cross-cutting policy priorities in line with HUD’s FY 2010-2015 Strategic Plan as well – 1) **sustainability**, by actively promoting sustainability through energy-efficient, environmentally friendly, healthy design; and 2) **using housing as a platform for improving other outcomes**, by connecting HUD assistance (Project EcoCentro) to other federal agency programs (CPS Energy’s STEP program, which is funded in part by federal stimulus funds) in an effort to improve outcomes such as health, education, safety, and/or economic outcomes of target populations. **Outcome measures include:** 1) an increase of one public facility constructed (EcoCentro) to serve approximately 780 low- to moderate-income residents over the life of the grant; 2) an increase in the number of existing houses retrofitted to improve energy efficiency by 120 homes; 3) an additional 120 households

improved/renovated for safety, sustainable construction or landscaping, or historic preservation; and 4) at least 35 residents employed (at least 50 certified) and at least two micro-businesses related to historic renovation or green construction created as a result of employment training;

f. Budget and cost estimates: See Budget Narrative and Budget Detail forms attached.

Rating Factor 4: Leveraging Resources/Developing Partnerships

The nature and extent of the partnerships for this project are described above on pages 7-13 of the narrative. The chart below shows the commitment of resources leveraged from partners:

Leveraged Resources Summary (see attached Commitment Letters)	
External Sources*	Resource and Amount
San Antonio Water Systems (SAWS)	In-kind teaching/facilitation of three workshops on water conservation, including “Designing WaterSaver Landscapes,” “Getting Control of Your Irrigation Controller,” and “How to Read Water Meters for Conservation.” Workshops will be offered at least once every six months @ \$█ per workshop = █
CPS Energy Environmental Services	CPS Energy Environmental Services’ “Green Shade” Program will donate printed materials and free trees to EcoCentro clients in conjunction with proper tree care and proper tree placement workshops. Valued at █0
San Antonio Office of Historic Preservation	Curriculum for a workshop that teaches the basics of wood window care and repair, including hands-on opportunities to rehabilitate existing windows and gain valuable knowledge about wood window restoration, to be donated to SAC, valued at █
Internal Sources	Resource and Amount
SAC and Alamo Community College District (ACCD)	In-kind salary/benefits of Project Director █ (25%); Co-PI █s (10%); ACCD Construction Team Lead █ (2%); Construction Manager Louis Kreusel (5%); Construction Inspector █ (10%); & Budget Manager █ (10%) = █ Land where Multipurpose Center will be built on 32,625 sq. ft. of land = █; environmental study █; Supplies/ used furniture = \$█
Total Leveraged Resources	115% of amount requested

* CPS Energy STEP Program and San Antonio Green and Healthy Homes Initiative were unable to formally quantify leverage amounts for their in-kind support to their project; however, letters demonstrating considerable commitment are included.

Leverage of resources after the grant is complete: Since this program will be staffed by volunteers from SAC and our partner agencies, the only cost at the end of the grant period will be the maintenance and upkeep of the facility, which SAC will provide.

HSIAC Budget Narrative	Year One		Year Two*		Year Three*	
Budget Categories	HUD Funds	ACCD & Leveraged Funds	HUD Funds	ACCD & Leveraged Funds	HUD Funds	ACCD & Leveraged Funds
a. Personnel						
<p>25% (624 hrs/yr) Project Director ██████████ @ ██████████0/yr = ██████████ Yrs 1, 2 & 3 Will manage provision of workshops and training and coordination of partner events for EcoCentro; coordinate curriculum development and student recruitment</p> <p>10% (208 hrs/yr) Project Coordinator ██████████ @ ██████████ = ██████████ Yrs 1, 2 & 3 Will schedule events at EcoCentro, assist with management of EcoCentro activities.</p> <p>2% (42 hrs/yr) ACCD Assoc. Vice Chancellor of Facilities/EcoCentro Construction Manager J██████████s @ ██████████/yr = ██████████ Will supervise all Facilities Construction-related activities, and assist with reporting. Yrs 1 & 2</p> <p>5% (104hrs/yr) Project Manager/Electrical Engineer, ██████████ @ \$90,928= ██████████ Will manage renovation and construction of new facility, yrs 1 & 2</p> <p>10% (208 hrs/yr) Construction Inspector ██████████ @ ██████████/yr. = ██████████ Will monitor construction Yrs 1-2</p> <p>10% (208 hrs/yr) Budget Manager ██████████s @ \$██████████8/yr = ██████████ Will monitor budget expenditures to comply w/grant requirements. Yrs 1, 2 & 3</p>						
Total Personnel						

*Salaries in Years Two and Three reflect a 3% cost-of-living increase over the previous year.

HSIAC Budget Narrative – Cont.	Year One		Year Two		Year Three	
	HUD Funds	ACCD & Leveraged Funds	HUD Funds	ACCD & Leveraged Funds	HUD Funds	ACCD & Leveraged Funds
Budget Categories						
b. Fringe Benefits						
67% FTE, yrs 1 & 2; 50% FTE yr 3 <u>SAC Calculation/FTE</u> = (Salary x 15.075%) + Health insurance + short term disability, Includes: 0.256% Life Insurance + 0.37% Long-Term Disability + 7.65% Social Security + 6.00% Retirement + 0.799% Worker’s Compensation = 15.075% Plus Health Insurance @ average ██████5/mo = ██████/yr/FTE Plus Short Term Disability @ \$4/mo = █████/yr/FTE						
Total Fringe						
Total Salary and Fringe						
c. Travel For Annual HSIAC Meeting, 2 persons @ ██████ for 2 days = ██████6 Airfare: \$800; Hotel: \$120/ea/day x 2 days= \$240; per Diem: ██████ (per diem based on District rate \$36/day out-of-state x 3 days) = \$1,148 each person	2,296		2,296		2,296	
d. Equipment	0		0		0	
e. Supplies Office Supplies, Educational Materials for workshops and courses (approx 260 students/community members/yr) = ██████						
EcoCenter furniture: 2 Office desks ██████ea = ██████ 2 Office chairs ██████ ea = ██████ (THCA) 1 used desk est \$150; 1 used office chair est. \$50; 20 used Training/ meeting room chairs estimated \$25 ea. = ██████; 6 used tables for computer and training/meeting room est. \$100 ea = ██████(SAC) Total Furniture = ██████0						
Total Supplies						

HSIAC Budget Justification – Cont.	Year One		Year Two		Year Three	
Budget Categories	HUD Funds	Leveraged Funds	HUD Funds	Leveraged Funds	HUD Funds	Leveraged Funds
f. Contractual						
Total Contractual						
g. Construction						
1. Administrative and Legal Expenses (Administrative)	7,531					
2. Land, rights of way, appraisals, etc. 0.7490 acres (32,625 sq. ft.) of land at 1802 North Main Street \$550,000; environmental study \$5,000						
3. Relocation expenses and payments						
4. Architectural and Engineering fees	29,452		5,197			
5. Other Architecture and engineering fees (Geotech, surveys and materials testing)	10,098		1,782			
6. Project Inspection fees	1,856		618			
7. Site work: demolition, fine grade, backfill, compaction, erosion control, curb, concrete sidewalk.	53,460		17,820			
8. Demolition and Removal	0					
9. Construction: Structure& Envelope: \$153,450; Finish Out: 103,950; HVAC & Plumbing: \$59,400; Electrical: \$24,749; Security: \$9,900; Contractor’s Gen. Requirements, Overhead, and Profit: \$79,200	322,987		107,662			
10. Equipment			1,980			
11. Contingencies	18,562		6,187			
12. Miscellaneous – Wiring of building for computer network	5,940		1,980			
Total Construction	\$449,886		\$143,226	0	0	0

HSIAC Budget Narrative – Cont.	Year One		Year Two		Year Three	
	HUD Funds	Leveraged Funds	HUD Funds	Leveraged Funds	HUD Funds	Leveraged Funds
h. Other (Direct Costs) <u>San Antonio Water Systems (SAWS):</u> In-kind teaching/facilitation of three workshops on water conservation, including “Designing WaterSaver Landscapes,” “Getting Control of Your Irrigation Controller,” and “How to Read Water Meters for Conservation.” Workshops will be offered at least once every six months @ \$500 per workshop = █████/yr <u>CPS Energy Environmental Services’ “Green Shade” Program:</u> printed materials and free trees to EcoCentro clients in conjunction with proper tree care and proper tree placement workshops. █████/yr <u>Office of Historic Preservation:</u> Curriculum for a workshop that teaches the basics of wood window care and repair, including hands-on opportunities to rehabilitate existing windows and gain valuable knowledge about wood window restoration, to be donated to SAC, valued at \$████/yr 1		████████████████████		████████████████████		████████████████████
Total Other						
j. Indirect Costs: Negotiated rate (DHHS) of 37% of Salaries/Wages/Fringe	0		0		0	
Grand Totals	452,182		145,522		2,296	

Three-Year Total HUD funds = \$600,000	3-Year Total ACCD (Agency) Leverage = ██████████
Three-Year Total Leveraged Funds = ██████████	3-year total External Partner Leverage = ██████████
3-Year Project HUD + Leveraged Total = \$████████████████████	

Certification of Consistency with the Consolidated Plan

U.S. Department of Housing
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: San Antonio College

Project Name: Project EcoCentro

Location of the Project: Corner of Main and Locust Streets, Tobin Hill Neighborhood
San Antonio, TX 78212

Name of the Federal Program to which the applicant is applying: HUD HSIAC (Hispanic-Serving Institutions Assisting Communities)

Name of Certifying Jurisdiction: City of San Antonio

Certifying Official of the Jurisdiction Name: Nina Nixon

Title: Grants Administrator

Signature: 

Date: 8/6/2010

Certification of Consistency with the RC/EZ/EC-IIs Strategic Plan

U.S. Department of Housing and Urban Development

I certify that the proposed activities/projects in this application are consistent with the strategic plan of a federally-designated empowerment zone (EZ), designated by HUD or by the United States Department of Agriculture (USDA), the tax incentive utilization plan for an urban or rural renewal community (RC) designated by HUD, or the strategic plan for an enterprise community (EC-II) designation in round II by USDA.

(Type or clearly print the following information)

Applicant Name San Antonio College

Name of the Federal Program to which the applicant is applying HUD HSIAC (Hispanic-Serving Institutions Assisting Communities)

Name of RC/EZ/EC-II Fredericksburg Road Business Corridor

I further certify that the proposed activities/projects will be located within the RC/EZ/EC-II identified above and are intended to serve the residents of the designated area. (2 points)

Name of the Official Authorized to Certify the RC/EZ/EC-II Barbara Ankamah -- City of San Antonio

Title Economic Development Manager

Signature 

Date (mm/dd/yyyy) 08/04/2010



ALAMO
COLLEGES

John W. Strybos, P.E.
Associate Vice Chancellor of Facilities
7990 Pat Booker Road
Live Oak, TX 78233
Office: (210) 485-0701
Facsimile: (210) 485-0622

8/12/2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, D.C. 20026-3268

Dear Ms. Ivey:

The Alamo Community College District (ACCD) is partnering with San Antonio College, San Antonio Water Systems, the City of San Antonio Office of Historic Preservation, CPS Energy, the city's Green and Healthy Homes Initiative, and the Tobin Hill, Beacon Hill and Alta Vista neighborhood associations for Project EcoCentro, an initiative that will strengthen neighborhood revitalization and economic development efforts in communities surrounding our campus. We are seeking funds from HUD's Hispanic-Serving Institutions Assisting Communities (HSIAC) grant to construct this center in the Tobin Hill neighborhood east of SAC's campus. All HUD funds will be used for construction. Teaching and program management will be done in-kind by SAC faculty and our partner agencies.

To demonstrate our commitment to this project and to ensure its success, ACCD will contribute [REDACTED] in institutional resources, including [REDACTED] in in-kind salaries and fringe for the Project EcoCentro construction team and project budget manager, a district-owned property valued at [REDACTED] (where the center will be constructed), and [REDACTED] for an environmental survey.

If funded, ACCD will begin to provide this support starting October 1, 2010. The in-kind time of the project's construction team, including [REDACTED], will continue through year two of the project. The in-kind time of [REDACTED], the project's budget manager, will be offered throughout the life of the grant. The construction team will be responsible for all construction activities, including overseeing design, bidding and subcontractor selection, permit acquisition, purchasing, and site construction and inspection. [REDACTED] will be responsible for all purchase requisitions and collecting invoices and financial data for reports to SAC, the project Advisory Committee and HUD.

We hope you will seriously consider supporting this project.

Sincerely,

John Strybos
Associate Vice Chancellor of Facilities Operation and Construction Management



ALAMO
COLLEGES

SAN ANTONIO COLLEGE

August 12, 2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, D.C. 20026-3268

Dear Ms. Ivey:

San Antonio College is proud to partner with San Antonio Water Systems, the City of San Antonio Office of Historic Preservation, CPS Energy, the city's Green and Healthy Homes Initiative, and the Tobin Hill, Beacon Hill and Alta Vista neighborhood associations for Project EcoCentro, an initiative that will strengthen neighborhood revitalization and economic development efforts in communities surrounding our campus. We are seeking funds from HUD's Hispanic-Serving Institutions Assisting Communities (HSIAC) grant to construct this center in the Tobin Hill neighborhood east of SAC's campus.

EcoCentro services will include: 1) up to 19 free or low-cost workshops, offered at least twice a year, for residents within the Tobin Hill, Alta Vista and Beacon Hill neighborhoods that focus on a variety of home safety, historic renovation, and sustainable home improvement topics, including weatherization, lead paint hazards, xeriscaping and historic window repair; 2) certificate-bearing training for high-demand jobs in emerging construction industries, including "green" building and historic renovation, and; 3) student volunteer activities to benefit our target area. Volunteer services will include capacity-building assistance for our neighborhood association partners (building websites and newsletters, etc.), canvassing our targeted area to advertise San Antonio College's twice-annual electronics recycling events, or tree planting.

To demonstrate our commitment to this project and to ensure its success, SAC will contribute [REDACTED] in in-kind salary and fringe benefits for 25% of Project Director [REDACTED], SAC's Service, Trade and Industry Center Director, and 10% of Project Coordinator [REDACTED] who is our Service, Trade and Industry Center Coordinator, and [REDACTED] in EcoCenter supplies and used furniture. All HUD funds will be used for construction. Teaching and program management will be done in-kind by SAC faculty and our partner agencies.

If funded, SAC will begin to provide [REDACTED]'s in-kind time and supplies starting October 1, 2010, and will continue to offer this support throughout the life of the grant. Furniture will be provided upon completion of Construction in Year 2 of the grant. As Project EcoCentro Director, [REDACTED] will be charged with selecting and implementing curricula for all educational outreach workshops and employment training, in addition to overseeing scheduling for all course offerings, project partner relations, and reporting to Advisory Committee members and HUD. As Project EcoCentro Coordinator, [REDACTED] will be responsible for assisting [REDACTED]s in program management.

We hope you will seriously consider supporting this project.

Sincerely,

Robert E. Zeigler, Ph.D.
President



August 2, 2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, DC 20026-3268

Ms. Ivey:

San Antonio Water System is committed to being an environmental steward. As a water utility for the seventh-largest city in America, we have taken the lead in water conservation, and offering community outreach courses through SAC's proposed inner city sustainability center would fit in nicely with our efforts.

SAWS will gladly partner with SAC for this HSIAC project by offering free or low-cost water conservation workshops whenever possible, either in the newly constructed sustainability center or in SAC's Oppenheimer Education and Training Center. These workshops would cover topics on indoor and outdoor water conservation such as: How to Read Your Meter for Water Conservation, Designing WaterSaver Landscapes, and Getting Control of Your Irrigation Controller. We will begin offering these workshops in the spring of 2011 through at least December 2013. SAWS will offer these courses a minimum of once every six months. We estimate the value of these workshops to be _____ per workshop including instructors and workshop materials to be provided. Based on the popularity of these workshops we would be available to provide up to six workshops per year.

We appreciate any opportunity to further our community outreach efforts. Please keep us informed of your progress.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dana Nichols", with a long horizontal flourish extending to the right.

Dana Nichols, Manager
Outdoor Conservation
San Antonio Water System



Ms. Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, D.C. 20026-3268

Ms. Ivey,

CPS Energy would be happy to partner with San Antonio College for this year's HSIAC project. We place our environment at a high priority, and our employees often go beyond the call of duty to support local charities, to weatherize homes for low-income families and the elderly, and to show our customers how to get the most out of their energy.

Offering outreach courses through your proposed inner city sustainability center would further these efforts, and would fit in with our mission to be an integral part of the San Antonio community. For our partnership, CPS Energy will gladly offer printed material for the free or low-cost community outreach workshops through the center that will focus on proper tree placement and care. After these workshops are completed, CPS Energy will make printed material and free trees available to participants whenever possible as part of our Green Shade Program.

We would also be open to donating trees for the center's service-learning activities that focus on neighborhood beautification. CPS Energy customers can benefit from a wide variety of rebate programs as well, and we will gladly inform workshop participants of eligibility requirements whenever possible. We could begin offering printed material for workshops and trees in the spring of 2011, and will continue to offer our in-kind services until December 2013. Printed material and trees for workshops will be offered once per quarter or once every six months. We estimate the value of our in-kind supplies to be each year.

We wish you the best of luck in this year's application and look forward to yet another opportunity to serve our community.

Sincerely,

Carla De La Chapa
Environmental Analyst
CPS Energy

July 7, 2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, DC 20026-3268



Dear Ms. Ivey,

The City of San Antonio's Office of Historic Preservation sees great potential in partnering with San Antonio College's proposed inner city sustainability center. San Antonio is home to 26 historic districts and more than 2,000 historical landmarks. The proper rehabilitation and maintenance of these historic structures will help preserve San Antonio's unique heritage and improve the quality of life for our residents. This project will play an important role in these efforts.

As a project partner, the city's Office of Historic Preservation will offer a variety of support services, including providing a series of free or low-cost community outreach courses on historic preservation. These courses, offered through the Office of Historic Preservation's Preservation Academy program, are designed to teach the basics of wood window care and repair, a skill that is in high demand in our city. The curriculum for these window repair workshops will also be made available to San Antonio College at no charge. We would be happy to work with the SAC Service, Trade and Industry Center to expand this curriculum for inclusion in a historic renovation certification program. We estimate the value of this curriculum and man hours to deliver community outreach classes at [REDACTED].

Office of Historic Preservation personnel will work with SAC's Service, Trade and Industry Center to identify additional community outreach workshops or tuition-based courses that could be offered in the sustainability center, including historic door renovation, renovation of historic porches and decks, floor and crown molding restoration and improving energy efficiency in historic homes. We will be happy to work with Mr. Lewis and other project partners to advertise Preservation Academy events and our annual Historic Homeowner Fair, which includes sessions on improving energy efficiency in historic homes and green living in historic homes, all free of charge.

And, as head of the city's Office of Historic Preservation, I will serve on this project's Advisory Committee to assist staff and volunteers with strategic planning and program development.

We wish you the best of luck with your 2010 HSIAC application.

Sincerely,

Shanon Peterson Wasielewski, AICP
Historic Preservation Officer, City of San Antonio



Board of Directors

Carolyn Kelley, President
Frederica Kushner, Secretary
Bo Brockman, Director
Justin Doss, Director
Gabriel Sanchez, Director
Patrick Stolieir, Director

June 18, 2010

Susan Espinoza

San Antonio College
San Pedro Ave.
San Antonio, TX 78212

Dear Susan,

The Tobin Hill Community Association, (THCA), a nonprofit 501 (c) (3) association, supports San Antonio College's (SAC) application for federal Hispanic Serving Institutions Assisting Communities (HSIAC) monies. SAC will build a Green Jobs Center on a vacant lot in Tobin Hill's Neighborhood Commercial Revitalization (NCR) District. The Center at SAC will provide training that will result in immediate employment in one of San Antonio's growing employment sectors. SAC students and community members displaced by the slow economy will be similarly served, as will the 57% of Tobin Hill residents who do not have education beyond high school.

The Center will house an office for the THCA. It will be staffed by the NCR District managing director and THCA volunteers at varying times to be determined. Information on community services and events provided by THCA will be available, including matching grants provided by the city of San Antonio of up to [REDACTED] for building façade improvements to individual business owners in the NCR District.

The Center will also be an information repository for other social and educational services available to Tobin Hill and the surrounding communities, including the many excellent programs offered by San Antonio College that are within walking distance of the Center. If I can answer any questions, please contact me at (210) 885-9955 or carolyn25k@yahoo.com.

Sincerely yours,

Carolyn Kelley
President
Tobin Hill Community Association



The Alta Vista Neighborhood Association

June 21, 2010

Mr. Mark Porter
President, Alta Vista Neighborhood Association
P.O. Box 15033
San Antonio, TX 78212

Mr. Steven Lewis
Service, Trade and Industry Center
San Antonio College
1300 San Pedro Ave.
San Antonio, TX 78212

Mr. Lewis,

I am writing on behalf of the Alta Vista Neighborhood Association in full support of your application for a Hispanic-Serving Institutions Assisting Communities (HISAC) grant. The establishment of an inner city sustainability center would help breathe new life into our neighborhood and prepare our residents for high-demand careers.

We will gladly assist San Antonio College with promoting the center and its resources through our neighborhood association meetings or association newsletter. Alta Vista homeowners and renters have longed for free or low-cost educational resources that would help them improve housing stock and beautify our community. I have no doubt that the sustainability center will be frequently used by Alta Vista residents.

We look forward to having an active voice in the center's planning and operations through a variety of means, including the project's Advisory Committee, and, whenever possible, we would be happy to utilize free meeting space in college's Oppenheimer building while construction of the sustainability center is taking place.

I look forward to seeing our homes improved and our residents empowered by this project.

Sincerely,

Mark Porter,
President, Alta Vista Neighborhood Association

P.O. Box 15033 - San Antonio, Texas 78212
AVNA@YMail.com – www.AltaVistaNA.org

6/14/2010

Ms. Cosima Colvin
President, Beacon Hill Neighborhood Association
P.O. Box 15732
San Antonio, TX 78212

Mr. Steven Lewis
Service, Trade and Industry Center
San Antonio College
1300 San Pedro Avenue
San Antonio, TX 78212

Dear Mr. Lewis,

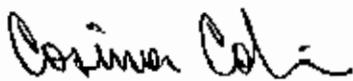
The Beacon Hill Neighborhood Association whole-heartedly supports San Antonio College's proposal to establish an inner city sustainability outreach center in the Tobin Hill neighborhood, adjacent to SAC's campus. We are excited at the prospect of a partnership that stands to revitalize housing in our historic neighborhood and prepare low- and moderate-income Beacon Hill residents for high-demand jobs in emerging green industries.

We're confident that many of our residents would be interested in taking classes/workshops through the outreach center for a variety of training, including weatherization, historic restoration, energy auditor, solar technician or xeriscaping. There is a great demand for this expertise in our area, both for homeowners who wish to improve their own homes and for residents who wish to obtain certification in these areas to obtain better employment.

We are also excited at the prospect of joining several of our surrounding neighborhood associations – including Tobin Hill, Five Points and Alta Vista – for the formation of an umbrella neighborhood alliance to more effectively coordinate neighborhood revitalization efforts across inner city San Antonio. The sustainability center would offer a perfect venue for those discussions to take place.

We wish you the best of luck in this endeavor. Please keep us abreast of your progress.

Sincerely,



Cosima Colvin
President, Beacon Hill Neighborhood Association



CITY OF SAN ANTONIO

HOUSING & NEIGHBORHOOD SERVICES
1400 S. FLORES
SAN ANTONIO, TEXAS 78204

July 28, 2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, DC 20026-3268

Ms. Ivey,

The City of San Antonio's Green and Healthy Homes Initiative (GHHI) program fully supports the San Antonio College 2010 HSIAC project. For our partnership with Project EcoCentro, GHHI partners will offer free educational outreach workshops which include information on lead hazards; asthma /indoor pollutants; indoor hazards management; home, fire and child safety; code compliance; and weatherization initiatives. The GHHI program will utilize its partnerships with city departments and health care experts to deliver these workshops quarterly. GHHI will begin offering workshops beginning in the spring of 2011, and will continue to offer these services throughout the life of the grant.

The National Coalition to End Childhood Lead Poisoning is leading the Green and Healthy Homes Initiative project, building on a quarter-century of experience in reducing lead hazards and creating healthy homes. With support from HUD and the Centers for Disease Control, the Coalition is providing technical assistance to 14 GHHI project sites on the implementation of Green and Healthy Homes programs. So far, the San Antonio GHHI program has partnered with UT Health Science Center, San Antonio Metropolitan Health District, City Public Service, Lead Safe San Antonio, the City of San Antonio Fire Department and the city's Code Compliance team.

GHHI is leading a national strategy to make sure all families and children live in homes that are healthy, safe, energy-efficient and sustainable. Creating greener, safer, and healthier homes leads to more stable housing, a higher quality of life and better health, mental health and social and economic outcomes for parents and their children. Investment in the development of Green and Healthy Homes creates a sustainable pathway to higher-quality "green jobs" and generates small-business ownership opportunities for residents of economically distressed communities.

Partnering with SAC's HSIAC project will help us further these goals.

Sincerely,

A handwritten signature in dark ink that reads 'David D. Garza'. The signature is fluid and cursive, with a large loop at the end of the last name.

David D. Garza, Director
Housing and Neighborhood Services Department



9 August 2010

Sherone Ivey
Deputy Assistant Secretary for University Partnerships
U.S. Department of Housing and Urban Development
P.O. Box 23268
Washington, DC 20026-3268

Re: Weatherization Assistance Program (WAP) Intake Partnership

Ms. Ivey,

CPS Energy is writing to express an interest in the San Antonio College 2010 HSIAC project.

CPS Energy is the nation's largest municipally owned energy utility providing both natural gas and electric service. Acquired by the City of San Antonio in 1942, we serve 707,000 electric customers and 322,000 natural gas customers in and around the seventh-largest city in the nation.

The STEP weatherization assistance program ("WAP") initiative aims to utilize \$156 million to weatherize 45,000 low-income households throughout San Antonio. During our intake sessions that may be scheduled at the "Go Green Center" and/or surrounding neighborhoods, CPS Energy staff will give an overview of the STEP weatherization program (in both English and Spanish) as well as assistance in filling out the STEP WAP enrollment application.

Our STEP plan aims to reduce the growth in our community's demand for electricity by 771 megawatts (MW) by 2020 – that's the output of a large power plant. To achieve this ambitious goal, CPS Energy is committing millions of dollars to incentives and rebates designed to: encourage residents to purchase energy-efficient appliances, improve residential heating, ventilation and air conditioning systems as well as insulation, increase the use of CFLs and programmable thermostats, expand lighting retrofits and other commercial programs, and more.

Facilitating some of our WAP outreach with support from SAC's HSIAC project will help us further these efforts.

Sincerely,

A handwritten signature in blue ink that reads "Maria Koudouris".

Maria Koudouris
Sr. Manager Weatherization
CPS Energy

IT IS RECOMMENDED THAT YOU PRINT THESE INSTRUCTIONS BEFORE CONTINUING. DO NOT MODIFY THE ELOGIC MODEL® TEMPLATE. DO NOT CUT AND PASTE INTO THE ELOGIC MODEL® TEMPLATE.

When opening the eLogic Model®, you will be asked if you want to enable "Macros"; click Yes. The eLogic Model® uses a Microsoft Excel®

platform. "Macros" are a form of programming used in Excel® to enable additional functionality. You will need to "enable" the "Macros" to use all functions on your eLogic Model®. To enable the macros to function, you will have to adjust the security settings on your computer.

Testing to See If the Macros are Working.

If you do not see this dialog box when you first open your eLogic Model®, then check to see if the Macros are working by opening the eLogic Model®, and going to the Tab labeled Year 1. Click on the gray area of the column labeled, "Needs." If the column expands, your Macro settings are working. To expand and return the cell to its original size, click once. Do not double click.

Depending on your version of Excel®, there are several steps you must take in order to use all the functions in your eLogic Model®. The description below provides information for the four most common versions of Excel® in use today, one of which is probably installed on your computer. If you are working in a network, and you cannot control your desktop settings, contact your system administrator for support.

SECURITY AND THE USE OF MACROS

You will need to "enable" the Macros to use all functions on your eLogic Model®. After creating and saving your eLogic Model®, you may reset your security levels to their original settings.

Excel® 2007 - You can change macro security settings in the Trust Center, unless a system administrator in your organization has prevented you from changing the settings.

On the Developer tab, in the Code group:

▲ Click Macro Security.

Tip: If the Developer tab is not displayed, click the Microsoft Office Button (top left of your Excel®), click Excel® Options, and then in the Popular category under Top options for working with Excel®, click Show Developer tab in the Ribbon. In the Macro Settings category, under Macro Settings, click the option that you want. **Note:** Any changes that you make in the Macro Settings category in Excel® apply only to Excel® and do not affect any other Microsoft Office program.

Tip: You can also access the Trust Center in the Excel® Options dialog box.

▲ Click the Microsoft Office Button, and then click Excel® Options in the Trust Center category.

▲ Click Trust Center Settings, and then click the Macro Settings category.

▲ If your settings are set to "Disable all macros with notification", when you open your Excel®, you will see a Security Warning stating "Macros have been disabled" and Options button to the left (this button is located under the toolbars).

If you do not change the Macro security settings, you will have to enable the Macros each time you open the Excel®.

Excel® 2003 - There are four levels of security regarding the use of Macros: Very High, High, Medium, and Low. If upon opening the eLogic Model® the dialog box states that you must change your Security setting to enable Macros, your security settings are either set to Very High or High and you must take the following steps:

▲ Go to the toolbar at the top of the screen and click on "Tools."

▲ Then click "Options" and then click the tab labeled "Security" located on the top right of the window.

▲ At the bottom right of the window, click the button that says "Macro Security" and select Medium as your setting.

▲ Click "OK" and then click "OK" in the Options window.

▲ Close your eLogic Model®. Re-open your eLogic Model®. You will now receive a dialog box with the message "Security Warning."

▲ Click on the button at the bottom that says "Enable Macros." Your eLogic Model® will open and be fully functional.

If upon opening the eLogic Model® the dialog box gives you an option to enable "Macros" at that moment, it means that Security is set to Medium. All you need to do is to click the button at the bottom of the dialog box that says, "Enable Macros." Your eLogic Model® will open and be fully functional.

If upon opening the eLogic Model® there is no dialog box, your Security setting is set on "Low" and your Macros are already enabled. No additional step is needed.

Excel® 2000 - There are three levels of security regarding the use of Macros: High, Medium, and Low. The High security setting automatically disables most Macros and does not alert you to the action. If when entering Services/Activities in Column 3, or Outcomes in Column 5, you select "other", the word "other" appears and remains in the cell, the Macro is not functioning. Save and close changes you have made thus far.

▲ From the menu, select "Tools," "Macro", "Security". A dialog box will open.

▲ Click on the "Security" TAB and select "Medium,"

▲ Click "OK." Reopen your eLogic Model®. A dialog box will open. Select "Enable Macros." Your eLogic Model® will open and be fully functional.

If your copy of Excel® is already set to "Medium" security, the enable Macros dialog box will appear and you can proceed as above.

The low security setting automatically enables all Macros and you will not receive any message. The eLogic Model® will open and be fully functional.

Excel® 1997 - If you are using this version of Excel® and need assistance, please contact HUD's NOFA Information Center for assistance at (800) HUD-8929 week days during their operating hours of 10:00 a.m. to 6:30 p.m. eastern time, Monday to Friday, except federal holidays. The NOFA Information Center cannot provide you additional help right before a deadline date. Please take into account their operating hours and allow at least 72 hours for the NOFA Information Center to be able to get you additional help.

Additional Support

If after trying the instructions for your version of Excel® and need additional assistance, please contact the NOFA Information Center at (800) HUD-8929.

Persons with hearing or speech impairments may access this number via TTY by calling the Federal Information Relay Service at (800) 877-8339. The NOFA Information Center is open between the hours of 10 a.m. and 6:30 p.m. eastern time, Monday through Friday, except federal holidays.

Check that You Have the Correct eLogic Model® for your Program.

The eLogic Model® is found in the Instructions Download for the application package posted to the Grants.gov website. Before you begin completing your eLogic Model®, check the name of the program and the fiscal year that is populated on the eLogic Model®. If it contains a program name different from the program application, or does not have 2010 in the Fiscal Year data field, you have opened the wrong eLogic Model®. To correct, go back to the website and look for the program you want to apply for and download the proper eLogic Model®. **New**

Features in the 2010 eLogic Model®

The 2010 eLogic Model® has new features and functions compared to the 2009 eLogic Model that are described below:

Coversheet

A **Coversheet** Tab has been added to collect additional data regarding the applicant and place of performance. This additional data allows HUD to better match the eLogic Model® that is submitted with the application and with the eLogic Model® that has been negotiated, and reports that are submitted as required over the performance period for the award. The **Coversheet** now provides for a Logic Model Amendment Number. Program eLogic Models® are initially created for a three year period since it is difficult to project outputs and outcomes going beyond three years. The use of a Logic Model Amendment Number allows HUD to issue an amended eLogic Model® for programs longer than three years duration.

This Logic Model Amendment Number field will also allow HUD to review and approve amendments to the eLogic Models® where **due to circumstances in the community**, the original projects need to be modified. The modifications are not to be granted simply because an agency is not meeting its proposed goals, but rather to take into account extraordinary circumstances in a community that requires **HUD** to consider an amendment to the original **eLogic Model®** to accommodate changing needs. The amendment will also allow **HUD** to amend the eLogic Model to cover an additional one year where a 12 month extension has been granted on an award.

CCR Doing Business As (DBA) Field

When entering the applicant organization profile in the **Central Contractor Registration (CCR)**, organizations may have a **legal name** and a

"Doing Business As" (DBA) Name. Sometimes the **Legal Name** in the CCR represents that part of a large organization which is responsible for paying the federal taxes for all divisions or organizations within its structure. This may be the case with large universities or state or local governments. This may happen because the Doing Business As Name can be used to distinguish sub-organizations of the entity at different locations, e.g. Departments of a State or local government or university campuses. To ensure that we accurately reflect the organization or sub-organization of the legal entity that will be receiving the **HUD** funds, a field has been added to capture the CCR Doing Business As Name and **DUNS** Number.

Mandatory Fields

There are seven **"mandatory"** fields in your eLogic Model®: **"Applicant Legal Name"**, **"DUNS Number"**, and **"Project Name"**, **"Grantee Contact Name"**, **"Grantee Contact email"**, **"Logic Model Contact Name"**, **"Logic Model Contact email"**. You must enter the required data in these fields as they are recorded in the CCR for the **eLogic Model®** to be complete. Before closing and saving your **eLogic Model®**, click the button at the top left of the worksheet (Tab Coversheet) that says **"Check Errors"**. If you did not complete any of the **"mandatory"** fields, a message box will appear telling you what field(s) was not completed and the field will be highlighted in yellow. If you attempt to close your **eLogic Model®** without completing the **"Applicant Legal Name"** and/or the **DUNS** Number, you will receive a dialog box that reminds you that the required data has not been entered. Click **"OK"** and the cursor will go to the required field and allow you to enter the required data. The final dialog box will ask you if you want to save your data. If you want to save the data, click **"Yes"** as you would do with any Microsoft Excel® workbook. **If you click "No", the file will close and your data will not be saved.** Please remember when saving your **eLogic Model®** that **file names** must not contain any special characters or spaces which could be **"read"** as viruses. File names must be no more than fifty characters including any path information in the file name. See the **FY2010 General Section** for complete details.

The eLogic Model® Workbook

The eLogic Model® workbook has 12 separate worksheets and each worksheet is identified by a Tab at the bottom of the page. If you cannot see all the Tabs, be sure to maximize your workbook by clicking the middle button in the top right corner of the workbook to expand your window or move your bottom scroll bar so all the Tabs appear.

The 12 Worksheets/Tabs are:

- ▲ Instructions
- ▲ Coversheet
- ▲ Year1
- ▲ Year2
- ▲ Year3
- ▲ Total
- ▲ GoalsPriorities
- ▲ Needs
- ▲ Services
- ▲ Outcomes
- ▲ Tools
- ▲ Reporting

Instructions for Completing the Cover Sheet

NOTE: The "Fiscal Year" does not appear on the Cover Sheet but in the Tabs for each year of the project, See description under,

"INSTRUCTIONS FOR COMPLETING THE Year 1, Year 2 Year 3 and Total Tabs in the eLogic Model®"

Program Information

"HUD Program Name" and "Program CFDA #" located on Rows 11 and 12 respectively are pre-populated.

"Program Component" is located on Row 13 to 19. If the program under which you are applying has components, e.g., EOI or PEI under the Fair Housing Initiatives Program click on the component field. A drop down menu will appear. Select as many component that you are applying under. If you are permitted by the NOFA to apply for funding under more than one program component, using the drop down select as many as needed in the fields provided. If there are no components in the funding opportunity for which you are seeking funding, skip this field. Once you have entered your "Program Component" in the "Cover Sheet", worksheets Year1, Year2, Year3, and Total will automatically populate the same information.

Grantee Information

"Applicant Legal Name" is located on Row 21 and is a **mandatory field**. Enter the legal name as entered in the Central Contractor Registration and which matches the applicant Legal Name entered in Box 8a in the SF-424 in your application. Once you have entered your "Applicant Legal Name" in the "Coversheet", worksheets, Year1, Year2, Year3, and Total worksheets will automatically populate the same information.

"CCR Doing Business As Name" is located on Row 22, is new for 2010. . Only complete this field if your Central Contractor Registration includes an entry in Doing Business As (DBA). Enter the name as it appears in CCR. Once you have entered your "CCR Doing Business As Name" in the "Cover Sheet", worksheets, Year1, Year2, Year3, and Total worksheets will automatically populate the same information.

"DUNS Number" is located on Row 23 and is a **mandatory field**. Enter the DUNS # exactly as it appears in box 8c of the SF-424 and as registered with the Central Contractor Registration. The DUNS number entered must be for the organization that is entered in box 8a of the SF-424, Application for Federal Assistance. Your DUNS number is a nine digit number or a nine digit plus four digit number. Some applicants will use a nine digit plus four digit DUNS number. If you do, then insert the four digits in the field provided. If you do not use a DUNS plus four #, leave the four digit field blank. Make sure you enter the DUNS number accurately. Once you have entered your "DUNS Number" in the "Cover Sheet", worksheets Year1, Year2, Year3, and Total worksheets will automatically populate the same information

"City" is located on Row 24. Enter the City where your organization is located. This information must match the applicant address data in your application SF424. .

"State" is located on Row 25 Use the dropdown to enter the State where your organization is located, this information must match the SF-424 data in your application.

"Zip Code" is located on Row 26. Enter the same nine-digit zip code used for the applicant address in your SF424.

"Grantee Contact Name" and "Grantee Contact email" are located on Rows 27 and 28 respectively. Enter the Grantee Contact Name and email address in the fields provided.

"Logic Model Contact Name" and "Logic Model Contact email" are located on Rows 28 and 29 respectively. Enter the name of the person that completed the eLogic Model® and their email address in the field provided or the name and email of a person to contact who can address questions concerning the eLogic Model submitted with the application and, if you are selected for an award, eLogic Model reporting®.

Project Information

"Project Name" is located on Row 32 and is a **mandatory field**. Enter the name of your project in the field provided. Use exactly the same name as you did on box 15 of the form SF424. If you did not provide a project name on the SF424, please make sure that you provide a project name in your eLogic Model®. The project name is helpful in distinguishing logic models submitting by the same grantee over multiple years and for differing projects.

If you are submitting multiple funding requests for the 2010 fiscal year funding under the same applicant name for the same HUD program, you must include a **project name** that can distinguish between the two applications and logic models submitted. The **project name** may be based upon the location of the project, the address at which it is located, anything that would distinguish one project from another for the same applicant. If you are not sure what to name your project, using your applicant name or acronym and then adding a 1 or 2, or 3, etc., to distinguish the projects would be sufficient to distinguish the two logic models being processed.

Once you have entered your "Project Name" in the "Cover Sheet", worksheets, Year1, Year2, Year3, and Total worksheets will automatically populate the same information.

"Project Location City/County/Parish" is located on Row 33. Applicants, except Indian Tribes, will enter the city or township or County/Parish where the project will be located. If there are multiple locations, enter the location where the majority of the work will be done. Indian Tribes, including multi-state tribes, should enter the city or county associated with their business address location.

"Project Location State" is located on Row 34. Use the dropdown menu to select the location of your project. The data field label, "Project Location State" includes all fifty states and American Samoa, District of Columbia, Federated States of Micronesia, Guam, Marshall Islands, Northern Mariana Islands, Palau, Puerto Rico, and the Virgin Islands. In the case of multi-state or regional entities, enter the State location where the majority of activities are to occur. For Indian Tribes, enter the state applicable to the business address of the Tribal entity.

"Zip Code" is located on Row 35 and is to be entered for the "Project Location State". Please enter the nine digit zip code.

"Project Type" is located on Row 36." Project Type describes the type of project you are doing, Please see the program NOFA for specific instructions. If no instructions are provided, provide a project type that would categorize the nature of the program e.g. housing counseling; family self-sufficiency program; research; regional development, community development, fair housing; technical assistance; etc. "Construction Type" is located on Row 37 and describes the type of Construction you are doing, e.g., new construction, rehabilitation, acquisition, mixed use development, etc. A logic model may provide specific drop down selections for this field based upon program NOFA. If you are not involved with a construction program, leave the field blank.

Additional Information- Leave Blank At the Time of Application

"Grants.gov Application Number", "HUD Award Number", and "Logic Model Amendment Number" are located on Rows 39, 40 and 41 respectively. THESE ARE FIELDS THAT ARE TO BE COMPLETED ONLY IF YOU ARE SELECTED AS A GRANTEE AND ARE SUBMITTING YOUR REPORTS TO HUD.

!

INSTRUCTIONS FOR COMPLETING THE Year 1, Year 2 Year 3 and Total Tabs in the eLogic Model®

The "Fiscal Year" represents the fiscal year of the Notice of Funding Availability (NOFA) under which the award will be made. This field is pre-populated and located in **Year1, Year2, Year3, and Total** in cell [O6] below the HUD logo.

The "Year1" Tab is the first sheet of the eLogic Model® workbook to be used to enter your data for columns labeled:

- ▲ HUD Goals
- ▲ Policy Priority
- ▲ Needs
- ▲ Services/Activities
- ▲ Measures
- ▲ Outcomes
- ▲ Measures
- ▲ Evaluation Tools

If you have a multi-year award, you will enter data in the **Year2, Year3, and Total** worksheets. These worksheets are identical in format as Year1. Applicants applying for a multiple year award must complete a worksheet for each year of performance showing what is to be accomplished per year. The "**Total**" worksheet should be used to show the *sum of cumulative* accomplishments achieved for all Services/Activities and Outcomes for all years covered by the award. For example, a two-year award would include worksheets showing Services/Activities and Outcomes covering **Year1**. The **Year2** worksheet would show Services/Activities covering **Year2**. The "**Total**" worksheet would show the *cumulative* totals for all Services/Activities and Outcomes for both **Year1 and Year2**. A three-year award would include the worksheets showing all Services/Activities and Outcomes for **Year1, Year2, Year3**, and the "**Total**" worksheet would show the *cumulative* totals for all Services/Activities and Outcomes for **Year1, Year2, and Year3**.

A one-year award would include ONLY Year1. A Total Worksheet is not required for a one year award

Note: Some cells of the worksheet are "lock protected" so you can only make entries in cells that are for input as directed by these instructions.

"Reporting Period", "Reporting Start Date" and "Reporting End Date" are fields located in **Year1, Year2, Year3, and Total** worksheets. The **Reporting Dates remain blank at the time of application** and are completed when submitting a report to HUD. See "INSTRUCTIONS FOR REPORTING PERFORMANCE TO HUD" later in these Instructions.

COLUMNS OF THE eLogic Model® (1-7)

Column 1 – Policy

Under the "Policy" Column (1), there are actually two columns; one labeled HUD Goals, and the other labeled Policy Priority. Review the HUD Goals and Policy Priorities by clicking on the Tab labeled, "Goals Priorities" at the bottom of the **eLogic Model®**. For each of the **eLogic Model®** worksheets used in your application, select the HUD Goals and Policy Priorities that your program will address. You do this by clicking the mouse in one of the cells in Column (1) of the worksheets labeled (**Year1, Year2, Year3, Total**). A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of letters and numbers that correspond to the HUD Goals and Policy Priorities will appear. Select one or more of the HUD Goals and Policy Priorities number/letter in the list by clicking it. If you make an error and want to remove the listing, select the cell and click the DELETE KEY on your keyboard. The item will be deleted.

To associate the HUD Goals and Policy Priorities to particular Services/Activities, select a HUD Goal and Policy Priority in Column 1 and then select related Services/Activities in Column 3, Programming. Please remember that not every Activity and Outcome is related to a HUD Policy Priority so that you can select a HUD goal without selecting a HUD policy priority. Also your activities and outcomes may be associated to more than one HUD goal and one policy priority.

If there is more than one Service/Activity to be administered related to the HUD Goal and Policy Priority, select all the related Services/Activities and associated Outcomes and skip as many rows as needed to identify the activities and outcomes associated to the HUD Strategic Goal and/or Policy Priority. Then before entering the next HUD Goal and Policy Priority, skip a row and then enter the next Strategic Goal and/or HUD Policy Priority and all the associated activities and outcomes to ensure that the association is clear.

Applicants/Grantees can make clear during each Year of their award, what Services/Activities are related to the achievement of the HUD Goal and Policy Priority selected.

Repeat this process until you have selected all HUD Goals and Policy Priorities that apply to your application.

Column 2 – Planning

Under the "Planning" Column (3), select a "Needs" statement. Do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of "Needs" statement(s) will appear. Select one or more of these Needs statements in the list by clicking it. Because the column may be too narrow to show the full Needs statement in the dropdown list, you may wish to refer to the Tab labeled "Needs" to see the full statements or you can (using your mouse) click on the shaded cell [D7] labeled "Needs" and this will expand the cell. To return the cell to its original size, click again on cell [D7] labeled "Needs."

When expanding and returning the cell to its original size, click once. Do not double click. When you select a "Needs" statement, the full statement will fill the cell. If you don't want this statement, you can simply click the dropdown arrow again and select another item; or, you can delete a statement by selecting the cell and clicking the **DELETE KEY** on your keyboard. If you want to select more than one statement, go to the next cell in the column and repeat the process selecting the appropriate statement(s). You can do this until you have selected all the statements that are appropriate to your proposed program.

The selections should reflect the Needs identified in your response to your Rating Factor narratives. There is no need to select all the Needs statements if they do not apply to what you plan to address or accomplish with the funding requested. When developing your eLogic Model®, associate the Needs statement(s) selected to the Services/Activities and Outcome(s) you select. To show relationships, you can skip rows when making your Needs statement(s) selection(s) and remember to place the associated Services/Activities and Outcome(s) in the same row.

Column 3 – Programming

Under the “Programming” Column (3), select Services/Activities. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of eligible Services/Activities appears. Select one of the Services/Activities in the list by clicking it. Identify your Year1 Services/Activities using the Year1 worksheet. Identify Year2 Services/Activities using the Year2 worksheet. Identify Year3 Services/Activities using the Year3 worksheet. Make a composite eLogic Model® of all years on the Total worksheet. *If you are only applying for a one year award, you do not need to create a composite eLogic Model® on the Total Tab.* Because the column may be too narrow to show the full Services/Activities statement in the dropdown list, you may wish to refer to the Tab labeled “Services” to see the full range of eligible Services/Activities, or you can (using your mouse) click on the shaded cell [E7] Services/Activities. This will expand the cell. To return the cell to its original size, click on shaded cell [E7] Services/Activities. When expanding and returning the cell to its original size, click once. **Do not double click.**

NOTE: If the Services/Activities that you are looking for does not appear on the dropdown list, choose “other” from the dropdown list and follow the instructions in the dialog boxes which are also described below:

▲ A dialog box will appear that says “Year1”. Click “OK” and another dialog box will appear that says, “You have selected ‘other’ and have the option to create a new Service/Activity or Outcome and a Unit of Measure. Are you prepared to do this now?”

▲ Click “Yes” if you wish to continue.

▲ You will see an input window that says, “Enter a new Activity/Service or Outcome to your dropdown list.” Enter your new Service/Activity in the field provided and click “OK.”

▲ A second window will appear that says, “Specify a Unit of Measure.” Enter the Unit of Measure in the field provided and click “OK”. The new Service/Activity will appear in the **eLogic Model®** cell and it will be added to the dropdown list.

▲ The new Service/Activity which you added will be displayed with the prefix “new”.

If this function does not occur when working with your **eLogic Model®** please look at the directions for enabling macros. If after following the directions and this function still does not work, please call the NOFA Information Center at 800-HUD-8929 week days during operating hours of 10:00 a.m. to 6:30 p.m. eastern time, Monday to Friday, except federal holidays. The NOFA Information Center cannot provide you additional help right before a deadline date. Please take into account their operating hours and allow at least 72 hours for the NOFA Information Center to be able to get you additional help.

YOU ARE ONLY PERMITTED TO ADD A TOTAL OF THREE NEW SERVICES/ACTIVITIES PER ELOGIC MODEL®.

▲ In the event that you want to delete, or change your newly created Service/Activity, follow the instructions in the dialog boxes which are also described below:

▲ Click the Tab labeled Services at the bottom of your screen and then click cell [B1], “Click here to allow deletion of New Activities” at the top right of the window.

▲ A dialog box will appear that says “Do you want to delete this new Service/Activity?”, click “OK.”

▲ A dialog box will appear that says “Caution! This will delete all instances of ‘new Service/Activity in your Logic Model. Do you wish to continue?” Click “Yes.”

You can only delete new Services/Activities.

To find out how to associate a Service/Activity and Outcome to a HUD Goal and Policy Priority, see the instructions under Column 1, Policy.

Column 4 – Measure

Notice that as the Services/Activities you selected appears in Column 3, a corresponding Unit of Measure appears or populates in the Column 4, Measure. The Unit of Measure could be “persons”, “dollars”, “square feet”, “houses”, “date”, or some other Unit of Measure that relates to the selected Services/Activities. Immediately below the Unit of Measure are three blank cells. Enter the projected number of persons or units (or dates if applicable) you are proposing to deliver or accomplish in the “Pre” column. When entering the date, use the format MM/DD/YYYY. When entering your projection in the “Pre” column, type the number or date in the cell and tab down or use your mouse to go to the next cell. If you click the Enter key, you will see the error message, “Run-time error ‘13’:”. If you see this message, click the button labeled End to continue. The “Run-time error ‘13’:” will not affect your work. (What happens if a date field comes up 1 Jan rather than MM/DD/YYYY? Will that occur in the model? Will we need to tell them how to set the field format?)

Please note that the "Post" and the Year-to-Date (YTD) columns are locked to be used later for reporting purposes so that at the time of application, you cannot enter data in these fields.

Column 5 – Impact

Under Column 5, "Impact", select the Outcome that best corresponds to the "Needs" statement, Column 2 and Services/Activities, Column 3, which you just previously identified and selected for your eLogic Model®. This is the same procedure used for completing Column 3. When you select an Outcome from the dropdown list, a Unit of Measure automatically appears in the next column, "Measure." Since the column may be too narrow to show the full Outcome statement in the dropdown list, you may wish to refer to the Tab labeled "Outcomes" to see the full range of Outcomes, or you can (using your mouse) click on the shaded cell [J7] Outcome. This will expand the cell. To return the cell to its original size, click on shaded cell [J7] Outcome.

NOTE: When expanding and returning the cell to its original size, click once. Do not double click.

NOTE: If the Outcome that you are looking for does not appear on the dropdown list, choose "other" from the dropdown list and follow the instructions in the dialog boxes which are also described below:

▲ A dialog box will appear that says "Year1". Click "OK" and another dialog box will appear that says, "You have selected 'other' and have the option to create a new Service/Activity or Outcome and a Unit of Measure. Are you prepared to do this now?"

▲ Click "Yes" if you wish to continue.

▲ You will see an input window that says, "Enter a new Activity/Service or Outcome to your dropdown list." Enter your new Outcome in the field provided and click "OK."

▲ A second window will appear that says, "Specify a Unit of Measure." Enter the Unit of Measure in the field provided and click "OK". The new Outcome will appear in the eLogic Model® cell and it will be added to the dropdown list.

▲ The new Service/Activity which you added will be displayed with the prefix "new".

If this function does not occur when working with your eLogic Model® please look at the directions for enabling macros. If after following the directions and this function still does not work, please call the **NOFA Information Center** at 800-HUD-8929 week days during operating hours of 10:00 a.m. to 6:30 p.m. eastern time, Monday to Friday, except federal holidays. The NOFA Information Center cannot provide you additional help right before a deadline date. Please take into account their operating hours and allow at least 72 hours for the NOFA Information Center to be able to get you additional help.

YOU ARE ONLY PERMITTED TO ADD A TOTAL OF THREE NEW OUTCOMES PER ELOGIC MODEL®.

In the event that you want to delete, or change your newly created Outcome, follow the instructions in the dialog boxes which are also described below:

▲ Click the Tab labeled Outcomes at the bottom of your screen and then click cell [B1], "Click here to allow deletion of New Outcomes" at the top right of the window.

▲ A dialog box will appear that says "Do you want to delete this Outcome?", click "OK."

▲ A dialog box will appear that says "Caution! This will delete all instances of 'new Outcome' in your Logic Model. Do you wish to continue?" Click "Yes."

▲ You can only delete new Outcomes.

To find out how to associate a Service/Activity and Outcome to a HUD Goal and Policy Priority, see the instructions under Column 1, Policy.

Column 6 – Measure

As the Outcomes you selected appear in the cell, a corresponding Unit of Measure appears or populates in Column 6, Measure. The Unit of Measure could be "persons", "dollars", "square feet", "houses", "date", or some other Unit of Measure that relates to the selected Outcome. Immediately below the Unit of Measure are three blank cells. Enter the projected number of persons or units (or dates if applicable) you are proposing to deliver or accomplish in the "Pre" column. When entering the date, use the format MM/DD/YYYY. When entering your projection in the "Pre" column, type the number or date in the cell and tab down or use your mouse to go to the next cell. If you click the Enter key, you will see the error message, "Run-time error '13' ". If you see this message, click the button labeled End to continue. The "Run-time error '13':" will not affect your work.

The "Post" and the Year-to-Date (YTD) columns are locked to be used later for reporting purposes.

Review for Using Columns 2, 3, 4, 5, and 6 of the eLogic Model®**How To Demonstrate the Relationship between a HUD Goal, Policy Priority, Services/Activities and Outcomes**

In the eLogic Model®, applicants can select Services/Activities and Outcomes as appropriate to how they conduct business. There are four possible types of associations among Services/Activities and Outcomes:

One to One - A single Service/Activity can yield a single Outcome. For example, referral to an employer can yield job placement; the Service/Activity is referral and the Outcome is job placement.

One to Many - A single Service/Activity can yield more than one Outcome. For example, a Service/Activity such as referral to an employer can yield several Outcomes such as job placement, job retention lasting 30 days, and job retention lasting longer than 90 days.

Many to One - More than one Service/Activity can yield one Outcome. For example, Services/Activities such as providing resume writing, job search classes, pre-employment counseling, and referrals to employers can result in a single job placement, the Outcome.

Many to Many - More than one Service/Activity can yield more than one Outcome. For example, multiple Services/Activities such as providing resume writing, job search classes, pre-employment counseling, and referrals to employers can result in multiple Outcomes including job placement, job retention more than 30 days, job retention more than 90 days, and increased household income.

There is no predesigned way to complete your eLogic Model®. It depends on how you operate your program.

Demonstrating Relationships Between Services/Activities and Outcomes

Show the relationships between the Services/Activities and Outcomes as you create your eLogic Model® using one or more of these models described above:

▲ One to One

▲ One to Many

▲ Many to One

▲ Many to Many

Between each Service/Activity, skip a row and then start entering the next set of Services/Activities. Use the same structure to enter your associated Outcomes. There is more than enough space to do this within the eLogic Model® Template.

Repeat the process of specifying "Policy", "Needs", "Service/Activity" and "Outcome" using as many rows as is necessary to fully describe your proposal. Applicants must skip a row when selecting new HUD Goals, Policy Priorities, Needs, Activities/Services and Outcomes. The eLogic Model® form extends to six pages when printed out. You may view a preprint of your eLogic Model® at any time by selecting FILES | Print Preview from the Menu bar at the very top of the Excel® Window. It is recommended that you do this periodically to get a better view of the eLogic Model® you are creating.

Associating Services/Activities with Outcomes Over Multiple Years

You can adjust the look of your eLogic Model® by skipping rows, so that "Needs", "Services/Activities" and "Outcomes" are grouped or associated together. If you are conducting a multi-year project and the "Services/Activities" occurs in Year1 with the resulting Outcomes occurring in Year2, make sure that you show the relationship between the Services/Activities in Year1 with the Outcomes occurring in Year2 and similarly the relationships between Year2 Services/Activities with the Outcomes occurring in Year3. You can do this by leaving blank fields corresponding to the lines in which Services/Activities were identified in the previous year or years. For example, if you have enrolled someone in General Equivalency Degree (GED) classes, the results of attending the GED Classes may not result in a person obtaining a GED degree until Year 2 or Year 3.

To show the relationship over time:

▲ Enter the Services/Activities in Year 1 noting to yourself the line numbers on the Excel® worksheet that the Services/Activities appear in the Year 1 Tab of the eLogic Model®.

▲ Move to the year Tab that you are proposing the Outcomes to occur. In the Year 2 or Year 3 Tab, place the Outcomes in the Outcomes section in the same rows that you noted the Services/Activities. You will be leaving the Outcomes blank in Year 1 and the Services/Activities blank for those corresponding rows in either Year 2 or Year 3.

▲ Skip a row in both the Year 1 and the corresponding Year that you placed the Outcomes. Do this as many times as needed, remembering to maintain the same row numbers for Services/Activities and Outcomes across the span of years.

Demonstrating the Relationship To Needs Statements

Similarly, if you want to demonstrate the relationship between Services/Activities, Outcomes and a Needs statement, select the Needs statement and enter the Services/Activities and the corresponding Outcomes on the same row in the Excel® worksheet. To select another Needs statement, skip a row and identify the Services/Activities and Outcomes on the same row in the Excel® worksheet. This can occur within a single year or across years provided you remember to maintain the row alignment to the Needs statement, Services/Activities and Outcomes. You can continue adding activities and outcomes associated to the Needs statement as needed. When done, skip a row to move to another Needs statement and set of Services/Activities.

CAUTION, DO NOT CUT & PASTE ITEMS FROM ONE COLUMN TO ANOTHER. For example, do not cut and paste an item from the "Needs" Column to the "Services/Activities" Column, or the "Services/Activities" Column to the "Outcomes" Column. Doing so will produce an unstable worksheet which will behave erratically, requiring you to start over with a new blank eLogic Model® workbook.

Column 7 – Accountability

Under the "Accountability" Column (7), enter the tools and the process of collection and processing of data in your organization to support all project management, reporting, and responses to the Management Questions. This column provides the framework for structuring your data collection efforts. If the collection and processing of data is not well planned, the likelihood of its use to further the management of the program and support evaluation activity is limited. If data are collected inconsistently, or if data are missing, not retrievable, or mishandled, the validity of any conclusions is weakened.

The structure of Column 7 contains five components in the form of dropdown fields that address the Evaluation Process. You are responsible for addressing each of the five steps that address the process of managing the critical information about your project.

A. Tools for Measurement

B. Where Data Maintained

C. Source of Data

D. Frequency of Collection

E. Processing of Data

You may select up to five choices for each of the five processes (A-E) that supports Accountability and tracks Services/Activities and Outcomes. Given the limited space, please identify the most frequent sources for the processes (A-E). As you proceed through the remaining components, B through E, specify those components in the same order as you selected the "Tools for Measurement" listed under item A. For example, if the first Tool is "Pre-post Test," then the first item under B "Where Data Maintained" must identify where the pre-post test data is maintained, and so on through E. The first entry should pertain to "Pre-post Test." Likewise, if the second item in A is "Satisfaction Surveys," then specify the second item in B through E as it pertains to "Satisfaction Surveys."

A. Tools for Measurement. A device is needed for collecting data; e.g., a test, survey, attendance log, or inspection report, etc. The tool "holds" the evidence of the realized Services/Activities or Outcomes specified in the eLogic Model®. At times, there could be multiple tools for a given event. A choice can be made to use several tools, or rely on one that is most reliable, or most efficient but still reliable. Whatever tool is identified, it is important to remain consistent throughout the project.

Instructions: Under Column 7, Accountability, select your choices of "Tools for Measurement" to Track Services/Activities and Outcomes. You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Tools appears. Select one or more of the Tools in the list by clicking it.

B. Where Data Maintained. A record of where the data or data tool resides must be maintained. It is not required that all tools and all data are kept in one single place. You may keep attendance logs at the main office files, but keep other tools or data such as a "case record" in the case files at the service site. It is important to designate where tools and/or data are to be maintained. For example, if your program has a sophisticated computer system and all data is entered into a custom-designed database, it is necessary to designate where the original or source documents will be maintained.

Instructions: Under Column 7, Accountability, select your choices of "Where Data Maintained." You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Where Data Maintained appears. Select one or more of the Where Data Maintained in the list by clicking it.

C. Source of Data. This is the source where the data originates. Identify the source and make sure that it is appropriate.

Instructions: Under Column 7, Accountability, select your choices of "Source of Data." You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Source of Data appears. Select one or more of the Source of Data in the list by clicking it.

D. Frequency of Collection. Timing matters in data collection. In most instances, you want to get it while it occurs. Collect data at the time of the encounter; if impossible, when it is most opportune immediately thereafter. For example, collect report card data immediately upon the issuance of report cards. Do not wait until after the school year is over. Collect feedback surveys at the conclusion of the event, not a few months later when clients may be difficult to reach. Reporting can be done at anytime if the data is already collected. Another important aspect of this dimension is consistency. If some post tests are collected soon after the event, but others are attempted months later, the data are confounded by the differences in the timing. If some financial data are collected at the middle of the month and others at the end of the month, the data may be confounded by systematic timing bias.

Instructions: Under Column 7, Accountability, select your choices of "Frequency of Collection." You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Frequency of Collection appears. Select one or more of the Frequency of Collection in the list by clicking it.

E. Processing of Data. This is where you identify the mechanism that will be employed to process the data. Some possibilities are: manual tallies, computer spreadsheets, flat file database, relational database, statistical database, etc. The eLogic Model® is only a summary of the program and it cannot accommodate a full description of your management information system. There is an implicit assumption that the grantee has thought through the process to assure that the mechanism is adequate to the task(s).

Instructions: Under Column 7, Accountability, select your choices of "Processing of Data." You do this by clicking the mouse in one of the cells of this column. A little dropdown arrow appears. Click the dropdown arrow and a dropdown list of Processing of Data appears. Select one or more of the Process of Data in the list by clicking it.

Saving Your eLogic Model®

The 2010 eLogic Model® was constructed using Excel™ 2007. The models are posted on Grants.gov as Excel® 2003. You can save your eLogic Model® as an Excel® 97-2003 Workbook or as an Excel® 2007 Workbook. If you are using Excel® 97-2003 and if you see [Compatibility Mode] at the top of your Excel® where the name of the Excel® Workbook is located, it will not affect the functionality of the eLogic Model®. You can run the eLogic Model® in either Excel® version without functionality issues.

When you have completed the eLogic Model®, or wish to stop and continue later, save the file by going to the Excel® Menu bar and choosing FILE | Save As. Then specify a name for the file, and note where you save the file on your computer.

▲ Use the name of the HUD Program and your organization name to form a file name for your eLogic Model®. **For example, FHIP_DillardAffordableHousing.** Please note that there is an "underscore" between FHIP and no spaces between Dillard Affordable Housing separating the Program Name from the Project Name which is needed to identify the eLogic Model® in the database. This is the only convention allowed to separate these two terms. Do not use an underscore to separate words in your project name. The database will read "DillardAffordableHousing" as one name.

Do not use spaces or special characters such as dashes, periods, asterisks, and symbols when saving your eLogic Model®, only use letters and numbers. Only underscores are permitted. If you fail to follow these directions by using special characters or spaces, or the file name exceeds 50 characters, grants.gov will reject your submission as JAVA code treats your submission as containing a virus.

If your program has a program component, please follow the example below adding the Program Component "EOI" with an underscore:

▲ FHIP_EOI_DillardAffordableHousing

Please remember, if you are submitting multiple applications under the same applicant name for the same HUD program, you must distinguish between the two applications as is shown below:

▲ FHIP_EOI_DillardAffordableHousing1

▲ FHIP_EOI_DillardAffordableHousing2

Please be sure to review the file formats and naming requirements contained in the General Section.

Excel® automatically adds the file extension ".xls" or ".xlsx" to your file name. Make sure the file extension is not capitalized. In following these directions, if your organizational name exceeds the 50 character limit for space, you should abbreviate your organizational name by either using its initials or a recognizable acronym, e.g., South Carolina State University maybe written as SCSU, or Howard University maybe written as HOWDU.

If you attempt to close the eLogic Model® without entering the Applicant Legal Name, the DUNS Number or Project Name, you receive a message that says "You still need to enter the Applicant Legal Name, the DUNS Number or Project Name. Dialog boxes have been created as reminders. Click OK on the dialog boxes. You will then get to the default Excel® dialog box asking if you want to save changes. Clicking CANCEL will allow you to go back and enter the missing mandatory fields. Clicking YES will save your work and close the Workbook but the mandatory fields will not be completed. **Clicking NO WILL NOT SAVE your work and will close the Workbook.**"

Later, you will "Attach" this file to your application. Please remember the name of the file that you are saving. Be sure to delete any earlier version so that when you go to attach the file to your application, you select the appropriate and final file.

A single Workbook will be adequate for completing your eLogic Model®.

This ends the instructions for completing your eLogic Model® for application submission.

INSTRUCTIONS FOR REPORTING PERFORMANCE TO HUD

Do not modify or change the integrity of the eLogic Model® by adding additional Tabs or worksheets. The Instructions provided here will meet your needs. When saving your eLogic Model®, save it in the Excel® format. Do not convert it into PDF.

If your project is selected for funding, the eLogic Model® will be used as a monitoring and reporting tool upon final approval from the HUD program office. Upon approval, HUD will open the reporting side of the eLogic Model® allowing you to submit the actual Services/Activities and Outcomes against the approved (projected) Services/Activities and Outcomes. Specifically, HUD will open the "Post" and "YTD" fields in both Columns 4 and 6, and will close the "Pre" fields in the same columns. HUD will also open the Reporting Tab for you to meet the reporting requirements that are discussed below. The HUD program office will send back to you or post to a website, the approved eLogic Model® to be used for reporting purposes.

Identify the Reporting Period Covered by the Report

On the Coversheet are three fields that must be completed when you submit your reports to HUD: "Grants.gov Application Number", "HUD Award Number", and "Logic Model Amendment Number" which are located on Rows 33, 34 and 35 respectively. These fields allow HUD to associate the eLogic Model® submitted with the application with the negotiated logic model, and reports submitted. On the Year1, Year2, Year3 and Total Tabs are three additional fields labeled "Reporting Period", "Reporting Start Date" and "Reporting End Date." These three fields are not to be used at time of application. At the time of reporting they are "mandatory. They are used during the reporting process to record the Start and End date of your reporting period." The required data must be entered to have a complete eLogic Model® report.

Before closing and saving your eLogic Model® report, click the worksheet Tab, "Coversheet" and at the top left, click "Check Errors." If you did not complete any of the "mandatory" fields, a message box will appear telling you what field(s) were not completed and the field(s) will be highlighted in yellow. When actually reporting performance on your approved eLogic Model®, select the "Reporting Period" using the dropdown feature for:

- ▲ Yr1 1st Quarter
- ▲ Yr1 2nd Quarter
- ▲ Yr1 3rd Quarter
- ▲ Yr1 4th Quarter
- ▲ Yr2 5th Quarter
- ▲ Yr2 6th Quarter
- ▲ Yr2 7th Quarter
- ▲ Yr2 8th Quarter
- ▲ Yr3 9th Quarter
- ▲ Yr3 10th Quarter
- ▲ Yr3 11th Quarter
- ▲ Yr3 12th Quarter
- ▲ Final Report.

Note: For those reporting on a semi-annual basis, the reporting period identified in the eLogic Model® report would be Yr1 2nd Quarter, and Yr1 4th Quarter for the first year reports and Yr2 6th Quarter and Yr2 8th Quarter, etc.. For those reporting on an annual basis, the eLogic Model® reporting period would be selected as Yr1 4th Quarter. If the award was a one year award, and the award was completed, the reporting period selected would be Final Report. If the report was multi-year, for the 2nd year report, the reporting period would be Yr2 8th Quarter.

Then enter a "Reporting Start Date" and the "Reporting End Date" that reflects the reporting period you will be submitting in accordance with required reporting time frames indicated in the HUD Program NOFA and the Award Agreement. When entering the dates, you must use this format, MM/DD/YYYY including the slashes. Using the MM/DD/YYYY format will allow HUD to enter your eLogic Model® into the database. If not, you may have to resubmit your eLogic Model® if it is not accepted by HUD.

Completing Performance Information in YEAR1, YEAR2, YEAR3, and TOTAL Tabs

Your projections approved by HUD that were entered in the "Pre" Column will be locked in and the "Post" and "YTD" will be opened for reporting purposes. When reporting enter:

- ▲ Year1 accomplishments utilizing the Year1 Tab
- ▲ Year2 accomplishments utilizing the Year2 Tab
- ▲ Year3 accomplishments utilizing the Year3 Tab

For multi-year awards, use the Total Tab to capture cumulative reporting during years 2 and 3 and for your final report. *If you have a one year award you only need to complete Year1 for your final report.* If you have a two year award, use Year1, Year2, and Total. If you have a three year award, use Year1, Year2, Year3, and Total.

In each reporting period, enter your data for the reporting period cover by the report. Do not enter cumulative data in this column. The column labeled YTD is used to capture the cumulative data for the current reporting period as well as all past reports submitted covering the first year of the award. For example, if you report quarterly.

When reporting Activities in Year1:

- ▲ Enter your first quarter accomplishments in the "Post" column and the cumulative accomplishments in the "YTD" column. For the first quarter reporting, the numbers or dates will be the same in both columns.
- ▲ For the second quarter of Year1 reporting, enter the data covering second quarter activities and outcomes which occurred in that quarter only. In the "YTD" column, you will enter the cumulative total of both the first and second quarter accomplishments.
- ▲ Follow this same process for all quarters in Year1.

When reporting Activities in Year2:

- ▲ Only enter your first quarter accomplishments of Year2 in the "Post" column. The information should only reflect activities and outcomes that occur in the 1st quarter of year 2. Cumulative accomplishment from year 1 and year 2 activities and outcomes will be recorded in the Total Worksheet.
- ▲ Enter the Year 2 Quarter 1 accomplishments in the "YTD" column. For the first quarter reporting the numbers or dates will be the same for both the Actual and the YTD columns.
- ▲ For the second quarter of Year2 reporting, you will only enter the second quarter results (what actually occurred in the second quarter independent of the previous quarter) of the Year2 in the "Post" column.
- ▲ In the "YTD" column, you will enter the cumulative total of both the first and second quarter accomplishments for Year2. In the Total worksheet enter the cumulative total (the YTD from Year1 and the YTD from Year2). Follow these instructions for all quarters in Year2.

When reporting Activities in Year3, enter your first quarter accomplishments of Year3 non-cumulative in the "Post" column and the cumulative accomplishment of Year3 in the "YTD" column.

- ▲ For the first quarter reporting the numbers or dates will be the same in both columns.
- ▲ For the second quarter of Year3 reporting, you will enter the non-cumulative second quarter results (what actually occurred in the second quarter independent of the previous quarter) of the Year3 in the "Post" column.
- ▲ In the "YTD" column you will enter the cumulative total of both the first and second quarter accomplishments for Year3. In the Total worksheet enter the cumulative total (the YTD from Year1, the YTD from Year2 and the YTD from Year3). Follow these instructions for all quarters in Year3.

Using the Total Worksheet

If you have a multi-year award, you will begin to use the "Total" Tab at the beginning of the second year. The "Total" Tab is designed to show cumulative totals of Year1, Year2, and Year3. The "Total" worksheet will show the cumulative progress for Year1, Year2, and Year3. In the Total worksheet, when you are reporting accomplishments for the first quarter of Year2, add the "YTD" number from Year1 and the "YTD" number for Year2. Remember, the first quarter of Year2 and the "Post" is the same number as the "YTD" number. If you are reporting accomplishments for the second quarter of Year2, add the "YTD" number from Year1 and the "YTD" number from Year2 and add them to reach a cumulative total or

"YTD" of Year1 and the first two quarters of Year2.

Follow these instructions for all quarters in Year2, and Year3. At the end of the award period, the "Total" Worksheet will contain the cumulative total for all years.

Using the Reporting Worksheet

The Reporting Tab (worksheet) serves three functions: 1) Respond to the Management Questions, 2) Describe or explain actual performance compared to what was projected, and 3) Provide an explanation of any deviation (positive or negative) from the projections in your approved eLogic Model®.

Each program has different Management Questions that are applicable to that program only. The Management Questions contained in the eLogic Model® ask key questions related to all Services/Activities and Outcomes in the drop-down lists in the eLogic Model® forms for each HUD program. Grantees are required to report on the Management Questions which relate to the specific Services/Activities and Outcomes that are in their HUD approved eLogic Model®. These are determined during negotiations with HUD. HUD will use the approved eLogic Model® for monitoring program performance throughout the project. The Services/Activities and Outcomes identified in your approved eLogic Model®, and resultant data reported in your eLogic Model® over the award performance period should enable you to address most or all of the Management Questions reflective of your project. The data collected during the course of your work and captured in the eLogic Model® will also be useful to you in evaluating the effectiveness of your program.

Use the Reporting Tab to enter your responses to the Management Questions by entering the appropriate "Count/Amount" in the fields provided. The last question asks, "Describe the population you are serving in the space below." Enter a brief summary description of the demographic and socio-economic characteristics of the area and clients you are serving. Your description should be short and to the point -- a paragraph or less.

Narrative Description - Positive/Negative Deviation from Approved eLogic Model® Projections

In addition to your submission of your eLogic Model® results, if there are deviations from what you projected, then you must include a narrative indicating any positive or negative deviations from projected Services/Activities and Outcomes as contained in your approved eLogic Model® and explain the basis for the actual performance as compared to what was projected. In your narrative be sure to identify the Services/Activities and Outcomes from your approved eLogic Model® that you are describing and the reason why this deviation occurred. When doing this, create a paragraph header labeled, "Narrative Description - Positive/Negative Deviation from Approved Logic Model Projections." By identifying the deviations and the reasons, HUD is able to obtain information on what impacts affect the timeline for program activity and outcomes, and also will be able to share and disseminate best practices to help grantees learn from each other and to also increase the effectiveness of the program.

Saving Your Report

Save the eLogic Model® file you receive from HUD. Each time you submit your report to HUD, add the fiscal year of the NOFA in which the award was made and the reporting period to the file name. For example:

This is for a 1st quarter report.

^ FHIP_EOI_DillardAffordableHousing2010qtr1

This is for a 2nd quarter or semi-annual report.

^ FHIP_EOI_DillardAffordableHousing2010qtr2

This is for a 3rd quarter report.

^ FHIP_EOI_DillardAffordableHousing2010qtr3

This is for a 4th quarter or annual report.

^ FHIP_EOI_DillardAffordableHousing2010qtr4

This is for a 5th quarter or the first reporting period in year 2 of the project.

^ FHIP_EOI_DillardAffordableHousing2010qtr5

Please remember, if you are reporting on multiple projects under the award for the same HUD program, you must distinguish between the two reports as is shown below. **Please note that an underscore was added before the fiscal year. Only add the underscore if there are multiple projects:**

^ FHIP_EOI_DillardAffordableHousing1_2010qtr1

^ FHIP_EOI_DillardAffordableHousing2_2010qtr2

For eLogic Model® Training via webcast, consult the webcast schedule found at HUD's website at: <http://www.hud.gov/offices/adm/grants/fundsavail.cfm>. If you have any questions regarding reporting requirements, please contact your HUD program representative.

Reporting Requirements

As part of your required reports to HUD, you must also submit an eLogic Model® report in either Excel® 2003 or 2007. (See the FY2010 General Section of the NOFA in the HUD approved electronic formats.)

2010 eLogic Model® Information Coversheet



Instructions

When completing this section there are "mandatory" fields that must be completed. These fields are highlighted in yellow. The required data must be entered correctly to complete an eLogic Model®. Applicant Legal Name must match box 8a in the SF-424 in your application. Enter the legal name by which you are incorporated and pay taxes. CCR Doing Business is new for 2010 eLogic Model®. Only complete this field if your registration at CCR includes an entry in Doing Business as: (dba). Enter the DUNS # as entered into box 8c of the SF-424 Application for Federal Assistance form. Enter the City where your organization is located, this information must match the SF-424 data in your application. Use the dropdown to enter the State where your organization is located, this information must match the SF-424 data in your application. This information must match the SF-424 data in your application. Enter the Grantee Contact Name and email address in the field provided. Enter the name of the person that completed the eLogic Model® and their email address in the field provided. When completing the Project Information Section, applicants except Indian Tribes must enter their Project Name, Project Location City/County/Parish, State, Project Type, and Construction Type. If there are multiple locations, enter the location where the majority of the work will be done. Indian tribes, including multi-state tribes, should enter the City or County associated with their business address location. For Indian Tribes, enter the state applicable to the business address of the Tribal entity.

Program Information

HUD Program **HSIAC**
 Program CFDA # **14.514**
Program Component

Grantee Information

Applicant Legal Name	San Antonio College		
CCR Doing Business As Name			
DUNS Number	074602749	-	
City	San Antonio		
State	Texas		
Zip Code	78212	-	4299
Grantee Contact Name	Steven Lewis		
Grantee Contact email	slewis71@alamo.edu		
Logic Model Contact Name	Susan Espinoza		
Logic Model Contact email	sespinoza@alamo.edu		

Project Information

Project Name	Project EcoCentro		
Project Location City/County/Parish	San Antonio		
Project Location State	Texas		
Zip Code	78212	-	4299
Project Type	Community Education and Training in Sustainability;		
Construction Type	new construction		

Additional Information for Reporting (Leave Blank At the Time of Application)

Grants.gov Application Number	
HUD Award Number	
Logic Model Amendment Number	



Applicant Legal Name	San Antonio College		
CCR Doing Business As Name	0		
HUD Program	HSIAC	Reporting Period	
Program Component		Reporting Start Date	
Project Name	Project EcoCentro	Reporting End Date	

DUNS No. 074602749 - 0



HUD Goals	Policy Priority	Needs	Services/Activities	Measures			Outcomes	Measures			Evaluation Tools	
				Pre	Post	YTD		Pre	Post	YTD		
1	2	3	4	5	6	7						
Policy	Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability		
4B	2c	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in achieving sustainable communities free from discrimination.	Training-Technical assistance training workshops	Workshops			new- The number of low-to-moderate income homes retrofitted/repaired/maintained in	households			A. Tools for Measurement	
			Energy-Energy conservation programs-Persons served	Persons				Energy-Reduced energy utilization	Households			Program specific form(s)
				#N/A			new- Historic properties retrofitted/repaired	properties			Construction log	
				#N/A				10				Database
				#N/A				#N/A			B. Where Data Maintained	
				#N/A				#N/A				Agency database
				#N/A				#N/A				Specialized database
				#N/A				#N/A			Agency database	
4B	2c	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in achieving sustainable communities free from discrimination.	Policy Priority-Sustainability-Community Assets-Public Facilities-Multi-purpose center	Facilities			Policy Priority-Sustainability-Community Assets-The number of public facilities constructed	Buildings			C. Source of Data	
				1				1				Progress reports
				#N/A				#N/A			Certificate of Occupancy	
				#N/A				#N/A			Progress reports	
				#N/A				#N/A			D. Frequency of Collection	
				#N/A				#N/A				Monthly
				#N/A				#N/A				Weekly
				#N/A				#N/A			Quarterly	
4A	1a	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in undertaking job creation and community and economic development activities which benefit low and moderate-income persons.	Training Opportunities-Other	Persons			Training-Job training completed	Participants			E. Processing of Data	
				25				20				Relational database
				#N/A			Employment-Jobs obtained (FTE)	Jobs			Computer spreadsheets	
				#N/A				15				Relational database
				#N/A				#N/A				
				#N/A				#N/A				
				#N/A				#N/A				
				#N/A				#N/A				



Applicant Legal Name	San Antonio College		
CCR Doing Business As Name	0		
HUD Program	HSIAC	Reporting Period	
Program Component		Reporting Start Date	
Project Name	Project EcoCentro	Reporting End Date	

DUNS No. 074602749 - 0



HUD Goals	Policy Priority	Needs	Services/Activities	Measures			Outcomes	Measures			Evaluation Tools
				Pre	Post	YTD		Pre	Post	YTD	
1	2	3	4	5	6	7					
Policy	Planning	Programming	Pre	Post	YTD	Impact	Pre	Post	YTD	Accountability	
4B	2c	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in achieving sustainable communities free from discrimination.	Training-Technical assistance training workshops	Workshops			new- The number of low-to-moderate income homes retrofitted/repaired/maintained in	households			A. Tools for Measurement
			78			90				Program specific form(s)	
			Energy-Energy conservation programs-Persons served	Persons			Energy-Reduced energy utilization	Households			Construction log
			240			120				Database	
				#N/A			new- Historic properties retrofitted/repaired	properties			Survey
				#N/A				#N/A			
				#N/A				#N/A			B. Where Data Maintained
				#N/A				#N/A			
			#N/A				#N/A			Specialized database	
			#N/A				#N/A			Agency database	
			#N/A				#N/A			Specialized database	
4B	2c	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in achieving sustainable communities free from discrimination.	Policy Priority-Sustainability-Community Assets-Public Facilities-Multi-purpose center	Facilities			Policy Priority-Sustainability-Community Assets-The number of public facilities constructed	Buildings			C. Source of Data
			1			1				Progress reports	
				#N/A				#N/A			Certificate of Occupancy
				#N/A				#N/A			Progress reports
				#N/A				#N/A			Employment records
				#N/A				#N/A			D. Frequency of Collection
				#N/A				#N/A			
				#N/A				#N/A			Weekly
			#N/A				#N/A			Quarterly	
			#N/A				#N/A			Biannually	
4A	1a	There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in undertaking job creation and community and economic development activities which benefit low and moderate-income persons.	Training Opportunities-Other	Persons			Training-Job training completed	Participants			E. Processing of Data
			75			50				Relational database	
				#N/A			Employment-Jobs obtained (FTE)	Jobs			Computer spreadsheets
				#N/A				35			
				#N/A			Economic Development-Micro-enterprises established	Micro-enterprises			Relational database
				#N/A				2			
				#N/A				#N/A			
				#N/A				#N/A			
			#N/A				#N/A				
			#N/A				#N/A				

HUD Goals		HUD Priorities	
1A	Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers (1A) Stem the foreclosure crisis.	1a	Job Creation/Employment (1a) Improving access to job opportunities through information sharing, coordination with federal, state, and local entities, and other means.
1B	Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumer (1B) Protect and educate consumers when they buy, refinance or rent a home.	1b	Job Creation/Employment (1b) Increasing access to job training, career services, and work, supports through coordination with federal, state, and local entities.
1C	Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers (1C) Create financially sustainable homeownership opportunities.	1c	Job Creation/Employment (1c) Expanding economic and job creation opportunities for low-income residents and creating better transportation access to those jobs and other economic opportunities by partnering with federal and nonprofit agencies, private industry, and planning and economic development organizations and by leveraging federal and private resources.
1D	Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers (1D) Establish an accountable and sustainable housing finance system.	2a	Sustainability (2a) Promote and preserve community assets including small businesses, fresh food markets, parks, hospitals, and quality schools by incentivizing comprehensive and inclusive local economic development planning.
2A	Meet the Need for Quality Affordable Rental Homes (2A) End homelessness and substantially reduce the number of families and individuals with severe housing needs.	2b	Sustainability (2b) Give consumers more information about the true cost of living by incorporating both housing and transportation costs into measures of affordability.
2B	Meet the Need for Quality Affordable Rental Homes (2B) Expand the supply of affordable rental homes where most needed.	2c	Sustainability (2c) Improve residents' health and safety, particularly that of children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation, and maintenance of housing and communities.
2C	Meet the Need for Quality Affordable Rental Homes (2C) Preserve the affordability and improve the quality of federally assisted and private unassisted affordable rental homes.	2d	Sustainability (2d) Support and promote an energy-efficient, green, and healthy housing market by retrofitting existing housing, supporting energy-efficient new construction, improving home energy labeling, and promoting financing products that reduce the carbon footprint of non-HUD-supported residential buildings.
2D	Meet the Need for Quality Affordable Rental Homes (2D) Expand families' choices of affordable rental homes located in a broad range of communities.	2e	Sustainability (2e) Reduce energy consumption and incorporate green building practices in the design and operation of HUD-supported affordable housing.
3A	Utilize Housing as a Platform for Improving Quality of Life (3A) Utilize HUD assistance to improve educational outcomes and early learning and development.	2f	Sustainability (2f) Promote coordinated planning, integrating federal resources, and targeting technical assistance at the local, state, and regional levels for sustainable housing and communities.
3B	Utilize Housing as a Platform for Improving Quality of Life (3B) Utilize HUD assistance to improve health outcomes.	2g	Sustainability (2g) Promote the design and construction of buildings and communities that are accessible and visitable by people with disabilities.
3C	Utilize Housing as a Platform for Improving Quality of Life (3C) Utilize HUD assistance to increase economic security and self-sufficiency.	2h	Sustainability (2h) Promote the use of climate-resilient and disaster-resistant building design, construction and siting.
3D	Utilize Housing as a Platform for Improving Quality of Life (3D) Utilize HUD assistance to improve housing stability through supportive services for vulnerable populations including the elderly, people with disabilities, homeless people, and those individuals and families at risk of becoming homeless.	2i	Sustainability (2i) Encourage metropolitan and regional focus in planning and community development.
3E	Utilize Housing as a Platform for Improving Quality of Life (3E) Utilize HUD assistance to improve public safety.	3a	Affirmatively Furthering Fair Housing (3a) Regional coordination of affirmatively furthering fair housing plans, including such activities as developing regional analyses of impediments.
4A	Build Inclusive and Sustainable Communities Free from Discrimination (4A) Catalyze economic development and job creation, while enhancing and preserving community assets.	3b	Affirmatively Furthering Fair Housing (3b) Regional strategies to reduce racially segregated living patterns and other effects of formerly de jure segregated public or assisted housing in metropolitan areas with a year 2000 dissimilarity index of 70 or higher and where the minority population is at least 20,000 or 3 percent of the total population in the Core Based Statistical Area (CBSA), whichever is greater.
4B	Build Inclusive and Sustainable Communities Free from Discrimination (4B) Promote energy efficient buildings and location efficient communities that are healthy, affordable and diverse.	3c	Affirmatively Furthering Fair Housing (3c) Decreasing the concentration of poverty and racial segregation in neighborhoods and communities through strategic targeting of resources.
4C	Build Inclusive and Sustainable Communities Free from Discrimination (4C) Ensure open, diverse, and equitable communities.	3d	Affirmatively Furthering Fair Housing (3d) Promoting visitability for persons with disabilities in single-family housing.
4D	Build Inclusive and Sustainable Communities Free from Discrimination (4D) Facilitate disaster preparedness, recovery and resiliency.	4a	Capacity Building and Knowledge Sharing (4a) Develop and deliver technical assistance for increasing affordability in areas experiencing increased rental costs due to development.
4E	Build Inclusive and Sustainable Communities Free from Discrimination (4E) Build the capacity of local, state and regional public and private organizations.	4b	Capacity Building and Knowledge Sharing (4b) Strengthen the capacity of state and local partners, including governments and nonprofit organizations, to implement HUD programs, participate in decision making and planning processes, and coordinate on cross-programmatic, place-based approaches through grantmaking and technical assistance.
5A	Transform the Way HUD Does Business (5A) Build Capacity: Create a flexible and high performing learning organization with a motivated, skilled workforce.	4c	Capacity Building and Knowledge Sharing (4c) Support knowledge sharing and innovation by disseminating best practices, encouraging peer learning, publishing data analysis and research, and helping to incubate and test new ideas.
5B	Transform the Way HUD Does Business (5B) Focus on Results: Create an empowered organization that is customer-centered, place based, collaborative, and responsive to employee feedback and focused on results.	5a	Using Housing as a Platform for Improving Other Outcomes (5a) Increasing access to high quality early learning programs and services through coordination with local programs.

5C	Transform the Way HUD Does Business (5C) Bureaucracy Busting: Create flexible, modern rules and systems that promote responsiveness, openness and transparency.		5b	Using Housing as a Platform for Improving Other Outcomes (5b) Providing physical space to co-locate healthcare and wellness services with housing (e.g., on-site health clinics).
5D	Transform the Way HUD Does Business (5D) Culture Change: Create a healthy, open, flexible work environment that reflects the values of HUD's mission.		5c	Using Housing as a Platform for Improving Other Outcomes (5c) Increasing access to public benefits (such as Temporary Assistance to Needy Families and Supplemental Security Income) through outreach and other means.
			5d	Using Housing as a Platform for Improving Other Outcomes (5d) Maintaining or improving the physical environment and design of HUD-assisted residences, giving attention to physical safety and crime prevention.
			5e	Using Housing as a Platform for Improving Other Outcomes (5e) Providing mobility counseling to increase access to neighborhoods of opportunity.
			6a	Expand Cross-Cutting Policy Knowledge (6a) Support knowledge sharing and innovation by disseminating best practices, encouraging peer learning, publishing data analysis and research, and helping to incubate and test new ideas.



CAMP eLogic Model®

Column 2

NEEDS

There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in undertaking job creation and community and economic development activities which benefit low and moderate-income persons.

There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in undertaking community and economic development activities which aid in the prevention or elimination of slums and blight.

There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in undertaking community and economic development activities which meet urgent community development needs that pose a serious and imminent threat to the health and welfare of the community when other financial resources are not available.

There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in achieving sustainable communities free from discrimination.

There is a need for HSIACs to utilize the skills and talents available at their institutions to assist communities in preserving community assets.

sdf23



CAMP eLogic Model®

Click here to allow deletion of 'New' Activities

Column 3

SERVICES/ACTIVITIES	UNITS
Acquisition-Acquisition of Real Property	Properties
Business Opportunities-Other-Businesses	Businesses
Business Opportunities-Other-Dollars	Dollars
Business Opportunities-Section 3-Businesses	Businesses
Business Opportunities-Section 3-Dollars	Dollars
Community Development-Clearance and demolition	Properties
Economic Development-Create Community Development Corporations (CDC)	CDC
Economic Development-Expansion of commercial building	Units
Economic Development-Financial assistance for establishment of micro-enterprises	Micro-enterprises
Economic Development-Financial assistance for expansion of micro-enterprises	Micro-enterprises
Economic Development-Financial assistance for stabilization of micro-enterprises	Micro-enterprises
Economic Development-Micro-businesses/micro-enterprises	Businesses
Economic Development-New construction of a commercial building	Units
Economic Development-Rehabilitation/renovation of commercial building	Units
Economic Development-Small business incubator	Businesses
Economic Development-Technical assistance for CDC	CDC
Economic Development-Technical assistance for establishment of micro-enterprises	Micro-enterprises
Economic Development-Technical assistance for expansion of micro-enterprises	Micro-enterprises
Economic Development-Technical assistance for stabilization of micro-enterprises	Micro-enterprises
Education-Adult literacy programs-Enrolled	Persons
Education-Educational Programs K-12-Enrolled	Persons
Education-GED program-Enrolled	Persons
Employment Opportunities-Other-Available FTE jobs	Available jobs
Employment Opportunities-Other-Persons	Persons
Employment Opportunities-Section 3-Available FTE jobs	Available jobs
Employment Opportunities-Section 3-Persons	Persons
Employment-Job training-Enrolled	Persons
Employment-Vocational programs-Enrolled	Persons
Energy-Energy conservation programs-Persons served	Persons
Financial-Credit repair	Persons
Financial-Establish revolving loan fund	Loan Fund Established
Financial-Foreclosure prevention counseling	Households
Financial-IDA accounts established-Dollars	Dollars
Financial-IDA accounts established-Persons	Persons
Housing-Development of rental housing-Disabled	Units
Housing-Development of rental housing-Elderly	Units
Housing-Development of rental housing-Non-elderly/Non-disabled	Units
Housing-Homeownership Assistance-Counseling	Persons
Housing-Homeownership Assistance-Down payment assistance	Persons
Housing-Homeownership Assistance-Training	Persons
Housing-Lead-based paint hazard evaluation	Inspections

Housing-Lead-based paint hazard reduction	Units
Housing-New construction	Homes
Housing-Rehabilitation-Owner occupied housing	Homes
Housing-Rehabilitation-Rental housing	Units
Housing-Rehabilitation-Vacant housing	Homes
Planning-Develop comprehensive plan	Plans Completed
Planning-Develop detailed development plan	Plans Completed
Policy Priority-Sustainability-Support and promotion of green and healthy design in the maintenance of public facilities	Units
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Establish day care program/child development programs	Programs
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Other	Persons
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Services for children & youth	Persons
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Services for disabled persons	Persons
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Services for elderly persons	Persons
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Services for homeless persons	Persons
Policy Priority-Job Creation/Employment-Number of jobs that will be created for low- and moderate-income persons	Jobs
Policy Priority-Job Creation/Employment-Number of services that will be created to enable minority-and/or women-owned small businesses to receive training and assistance to improve and/or enhance their business	Services
Policy Priority-Job Creation/Employment-Number of services that will be created to enable minority-and/or women-owned small businesses to receive training and assistance to improve and/or enhance the quality of services	Services
Policy Priority-Job Creation/Employment-Number of services that will be created to enable minority-and/or women-owned small businesses to receive training and assistance to create/increase employment	Services
Policy Priority-Job Creation/Employment-Number of supportive services that will be created to enable individuals to obtain training.	Services
Policy Priority-Job Creation/Employment-Number of supportive services that will be created to enable individuals to obtain jobs	Services
Policy Priority-Job Creation/Employment-Number of supportive services that will be created to enable individuals to retain jobs/employment	Services
Policy Priority-Job Creation/Employment-Strategies developed to improve wages and benefits for low-wage and low-skilled workers	Strategies
Policy Priority-Sustainability-Affordable Housing-Support and promotion of an energy efficient, green and healthy housing market by rehabilitating existing affordable housing	Units
Policy Priority-Sustainability-Affordable Housing-Support and promotion of an energy efficient, green and healthy housing market by constructing new affordable housing	Units
Policy Priority-Sustainability-Affordable Housing-Support and promotion of green and healthy design in the maintenance of affordable housing	Units
Policy Priority-Sustainability-Community Assets-Preservation or promotion of community assets	Assets
Policy Priority-Sustainability-Community Assets-Preservation- Preservation-Cultural-Recreation	Facilities

Policy Priority-Sustainability-Community Assets-Preservation-Cultural-Community Building	Programs
Policy Priority-Sustainability-Community Assets-Preservation-Cultural-Economic Development	Businesses
Policy Priority-Sustainability-Community Assets-Preservation-Cultural-Historic properties	Properties
Policy Priority-Sustainability-Community Assets-Public Facilities-Computer center created	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Construction park/playground	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Day care/Childcare center constructed	Centers
Policy Priority-Sustainability-Community Assets-Public Facilities-Day care/Childcare center rehabilitated	Centers
Policy Priority-Sustainability-Community Assets-Public Facilities-Equip computer center	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Equip facilities	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Equip park/playgrounds	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Multi-purpose center constructed	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Multi-purpose center equipped	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Multi-purpose center rehabilitated	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Public facility constructed	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Public facility rehabilitated	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Rehabilitation Park/Playground	Facilities
Policy Priority-Sustainability-Community Assets-Public Facilities-Renovate computer center	Facilities
Policy Priority-Sustainability-Healthy Communities-Number of new health services available in the community	Services
Policy Priority-Sustainability-Healthy Communities-Number of persons enrolled in substance abuse programs	Persons
Policy Priority-Sustainability-Healthy Communities-The number of persons utilizing health and wellness centers	Persons
Policy Priority-Sustainability-Housing Construction-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in new construction	Improvements
Policy Priority-Sustainability-Housing Maintenance-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in maintenance of housing	Improvements
Policy Priority-Sustainability-Housing Rehabilitation-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in housing rehabilitation	Improvements

Policy Priority-Sustainability-Public Facilities Construction-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in new construction of public facilities	Improvements
Policy Priority-Sustainability-Public Facilities Construction-Support and promotion of an energy efficient, green and healthy design by constructing new public facilities	Units
Policy Priority-Sustainability-Public Facilities Maintenance-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in maintenance of public facilities	Improvements
Policy Priority-Sustainability-Public Facilities Rehabilitation-Number of improvements impacting the health and safety of the community, particularly children and other vulnerable populations by promoting green and healthy design in rehabilitation of public facilities	Improvements
Policy Priority-Sustainability-Public Facilities Rehabilitation-Support and promotion of an energy efficient, green and healthy design by rehabilitating public facilities	Units
Public Safety-Crime prevention programs	Programs
Public Safety-Crime prevention programs	Persons served
Public Safety-Public safety programs	Persons served
Training Opportunities-Other	Persons
Training Opportunities-Section 3-Persons	Persons
Training-Child care provider license/certification	Persons
Training-Child care worker training	Persons
Training-Leadership development training/workshops	Workshops
Training-Life skills training/self improvement programs	Persons served
Training-Technical assistance training workshops	Workshops
other	Other



CAMP eLogic Model®

*Click here to allow
deletion of 'New'
Outcomes*

Column 5

OUTCOMES	UNITS
Business Opportunities-Other-Businesses	Businesses
new- The number of low-to-moderate income homes retrofitted/repaired/maintained in accordance with energy efficient/green practices	households
new- Historic properties retrofitted/repaired	properties
Business Opportunities-Other-Dollars	Dollars
Business Opportunities-Section 3-Businesses	Businesses
Business Opportunities-Section 3-Dollars	Dollars
Community Development-Clearance and demolition-Create open space/beautification	Properties
Community Development-Clearance and demolition-Removal of blight	Properties
Economic Development-Businesses incubated	Micro-enterprises
Economic Development-Businesses leave incubator for business locations	Micro-enterprises
Economic Development-Commercial facilities expanded	Facilities Completed
Economic Development-Commercial facilities opened	Facilities
Economic Development-Commercial facilities rehabilitated	Facilities Completed
Economic Development-Micro-enterprises established	Micro-enterprises
Economic Development-Micro-enterprises expanded	Micro-enterprises
Economic Development-Micro-enterprises stabilized	Micro-enterprises
Education-GED obtained	Persons
Education-High school diploma obtained	Persons
Education-Increased high school GPA	Persons
Education-Increased school readiness-Enrolled	Persons
Education-School/educational performance-Improved GPA from previous year	Persons
Education-TABE/ESL obtained	Persons
Employment Opportunities-Other-Available jobs (FTE)	Available jobs
Employment Opportunities-Other-Persons	Persons
Employment Opportunities-Section 3-Available jobs (FTE)	Available jobs
Employment Opportunities-Section 3-Persons	Persons
Employment-Jobs obtained (FTE)	Jobs
Employment-Jobs retained (FTE)	Jobs
Employment-New jobs created (FTE)	Jobs
Employment-Vocational program completed	Persons
Energy-Reduced energy expenditures	Dollars
Energy-Reduced energy utilization	Households
Financial-Credit score improved	Persons
Financial-Foreclosures prevented	Foreclosures
Financial-IDA account deposits-Dollars	Dollars
Financial-IDA account deposits-Persons	Persons
Financial-Mortgage ready	Persons
Financial-Revolving loan funds-Loans provided to Businesses	Businesses
Financial-Revolving loan funds-Loans provided to Micro-enterprises	Micro-enterprises
Financial-Revolving loan funds-Loans provided to Persons	Persons
Housing-Homes constructed-Owner occupied	Units
Housing-Homes constructed-Rental	Units
Housing-Homes made lead safe	Units

Housing-Homes rehabilitated/renovated-Owner occupied	Houses
Housing-Homes rehabilitated/renovated-Rental	Properties
Housing-Homes rehabilitated/renovated-Vacant	Properties
Housing-Low/moderate-income persons who purchased new home	Persons
Housing-Low/moderate-income persons who purchased renovated home	Units
Housing-Purchased a home	Persons
Policy Priority-Job Creation/Employment-Minority-Owned Business-Increased number of customers/clients attributed to training and assistance to minority-owned small businesses	Customers/Clients
Policy Priority-Job Creation/Employment-Minority-Owned Business-Increased revenue attributed to training and assistance to minority-owned small businesses	Dollars
Policy Priority-Job Creation/Employment-The number of supportive services utilized to enable individuals to obtain training	Services
Policy Priority-Job Creation/Employment-The number of supportive services utilized to enable individuals to obtain minimum wage jobs	Services
Policy Priority-Job Creation/Employment-The number of supportive services utilized to enable individuals to obtain above minimum wage jobs	Services
Policy Priority-Job Creation/Employment-The number of supportive services utilized to enable individuals to retain jobs/employment	Services
Policy Priority-Job Creation/Employment-Wages-The average salary of FTE jobs created	Dollars
Policy Priority-Job Creation/Employment-Wages-The average salary of FTE jobs retained	Dollars
Policy Priority-Job Creation/Employment-Wages-The average salary of part-time jobs created	Dollars
Policy Priority-Job Creation/Employment-Wages-The average salary of part-time jobs retained	Dollars
Policy Priority-Job Creation/Employment-Wages-The number of <u>above</u> minimum wage FTE jobs attributed to training and assistance to women-owned small businesses	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of <u>above</u> minimum wage FTE jobs attributed to training and assistance to minority-owned small businesses	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of <u>above</u> minimum wage FTE jobs created for low- and moderate-income persons	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of jobs created that have career ladders	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of <u>minimum</u> FTE wage jobs created for low- and moderate-income persons	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of <u>minimum</u> wage FTE jobs attributed to training and assistance to women-owned small businesses	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of <u>minimum</u> wage FTE jobs attributed to training and assistance to minority-owned small businesses	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of part-time above minimum wage jobs created for low- and moderate-income persons	Jobs
Policy Priority-Job Creation/Employment-Wages-The number of part-time minimum wage jobs created for low- and moderate-income persons	Jobs

Policy Priority-Job Creation/Employment-Women-Owned Business-Increased number of customers/clients attributed to training and assistance to women-owned small businesses	Customers/Clients
Policy Priority-Job Creation/Employment-Women-Owned Business-Increased revenue attributed to training and assistance to women-owned small businesses	Dollars
Policy Priority-Sustainability-Community Assets-Fresh food markets	Markets
Policy Priority-Sustainability-Community Assets-Public Facilities-Childcare-Day care/child care center opened	Centers
Policy Priority-Sustainability-Community Assets-Public Facilities-Persons utilizing computer center	Persons
Policy Priority-Sustainability-Community Assets-Quality schools	Schools
Policy Priority-Sustainability-Community Assets-The amount of acreage in parks created	Acres
Policy Priority-Sustainability-Community Assets-The amount of acreage in parks revitalized	Acres
Policy Priority-Sustainability-Community Assets-The amount of square feet in parks created	Square Feet
Policy Priority-Sustainability-Community Assets-The amount of square feet in parks revitalized	Square Feet
Policy Priority-Sustainability-Community Assets-The number of community residents served in public facilities	Persons
Policy Priority-Sustainability-Community Assets-The number of parks created	Parks
Policy Priority-Sustainability-Community Assets-The number of parks revitalized	Parks
Policy Priority-Sustainability-Community Assets-The number of public facilities constructed	Buildings
Policy Priority-Sustainability-Community Assets-The number of public facilities renovated	Buildings
Policy Priority-Sustainability-Healthy Communities-Number of persons free from substance abuse	Persons
Policy Priority-Sustainability-Healthy Communities-The number of health and wellness centers constructed	Buildings
Policy Priority-Sustainability-Healthy Communities-The number of health and wellness centers renovated	Buildings
Policy Priority-Sustainability-Healthy Communities-The number of persons that completed health and wellness programs	Persons
Policy Priority-Sustainability-Healthy Communities-The number of persons enrolled in substance abuse programs	Persons
Policy Priority-Sustainability-Healthy Communities-The number of persons with a medical home	Persons
Policy Priority-Sustainability-Healthy Communities-The number that persons that obtained health screenings	Persons
Policy Priority-Sustainability-Public facilities constructed-Units incorporate universal design	Units
Policy Priority-Sustainability-Public facilities constructed-Units incorporate visitability standards	Buildings
Policy Priority-Sustainability-The number of affordable housing units maintained in accordance with energy efficient/green practices	Units
Policy Priority-Sustainability-The number of existing affordable housing units rehabilitated to improve energy efficiency	Units

Policy Priority-Sustainability-The number of jobs created by expanded small/micro-businesses that support sustainable, energy efficient or green practices	Jobs
Policy Priority-Sustainability-The number of jobs created by small/micro-businesses that support sustainable, energy efficient or green practices	Jobs
Policy Priority-Sustainability-The number of new affordable housing units constructed in accordance with green and healthy design principles	Units
Policy Priority-Sustainability-The number of small/micro-businesses created that support sustainable, energy efficient or green practices	Businesses
Policy Priority-Sustainability-The number of small/micro-businesses expanded that support sustainable, energy efficient or green practices	Businesses
Policy Priority-Sustainability-Vulnerable Populations-Affordable Housing Constructed-Units incorporate universal design	Units
Policy Priority-Sustainability-Vulnerable Populations-Affordable Housing Constructed-Units incorporate visitability standards	Buildings
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Adult enrolled in day care program	Adults
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Children enrolled in day care/child care facility	Children
Policy Priority-Sustainability-Vulnerable Populations-Social Services-Senior/elderly services obtained	Persons
Public Safety-Public Safety Programs-Decrease in property crime statistics from previous year	Percent Change
Public Safety-Public Safety Programs-Decrease in violent crime statistics from previous year	Percent Change
Public Safety-Public Safety Programs-Reduced incidence of emergency room visits	ER Visits Reduced
Self-Sufficiency-Increased economic self-sufficiency	Students
Training Opportunities-Other	Persons
Training Opportunities-Section 3-Persons	Persons
Training-Job training completed	Participants
Training-Persons completed homeownership training	Persons
other	other



CAMP eLogic Model®

A. Tools For Measurement
Bank accounts
Construction log
Database
Enforcement log
Financial aid log
Intake log
Interviews
Mgt. Info. System-automated
Mgt. Info. System-manual
Outcome scale(s)
Phone log
Plans
Pre-post tests
Post tests
Program specific form(s)
Questionnaire
Recruitment log
Survey
Technical assistance log
Time sheets
B. Where Data Maintained
Agency database
Centralized database
Individual case records
Local precinct
Public database
School
Specialized database
Tax Assessor database
Training center
C. Source of Data
Audit report
Business licenses
Certificate of Occupancy
Code violation reports
Counseling reports
Employment records
Engineering reports
Environmental reports
Escrow accounts
Financial reports
GED certification/diploma
Health records
HMIS
Inspection results
Lease agreements
Legal documents
Loan monitoring reports
Mortgage documents
Payment vouchers
Permits issued
Placements
Progress reports
Referrals
Sale documents
Site reports
Statistics
Tax assessments
Testing results
Waiting lists
Work plan reports
D. Frequency of Collection
Daily
Weekly
Monthly
Quarterly
Biannually
Annually
Upon incident
E. Processing of Data
Computer spreadsheets
Flat file database
Manual tallies
Relational database
Statistical database

Carter-Richmond Methodology

The Management Questions developed for your program are based on the Carter-Richmond Methodology.* A description of the Carter-Richmond Methodology appears in the General Section of the NOFA.

* © The Accountable Agency – How to Evaluate the Effectiveness of Public and Private Programs," Reginald Carter, ISBN Number 9780978724924

Evaluation Process

An evaluation process will be part of the on-going management of the program.

The following are standard requirements that HUD expects of every program manager as part of their project management.

- Comparisons will be made between projected and actual numbers for both outputs and outcomes.
- Deviations from projected outputs and outcomes will be documented and explained on space provided on the "Reporting" Tab.
- Analyze data to determine relationship of outputs to outcomes; what outputs produce which outcomes.

The reporting requirements are specified in the program specific NOFA and your funding award.

HUD Will Use The Following Management Questions To Evaluate Your Program:

	Response to Management Questions	Measure	Answer
1	How many persons are you serving (unduplicated count)?	Persons	
2	How many new FTE jobs were created?	Jobs	
3	How many FTE jobs were retained?	Jobs	
4	What is the average income of persons employed in the new jobs?	Dollars	
5	How many commercial facilities were added through construction?	Facilities	
6	What is the market value of commercial facilities added through construction?	Dollars	
7	How many commercial facilities were added through rehabilitation?	Facilities	
8	What is average total cost for constructing a commercial facility?	Dollars	
9	How many offices were added through construction?	Offices	
10	What is average total cost for constructing an office facility?	Dollars	
11	How many offices were added through rehabilitation?	Offices	
12	What is average total cost for rehabilitating an office facility?	Dollars	
13	What is the market value of offices added through construction?	Dollars	
14	How many public facilities were added through construction?	Facilities	
15	What is the average total cost for constructing a public facility?	Dollars	
16	What is the market value of public facilities added through construction?	Dollars	
17	How many public facilities were added through rehabilitation?	Facilities	
18	What is the average total cost for rehabilitating a public facility?	Dollars	
19	How much housing was added through construction?	Units	
20	What is the market value of housing added through construction?	Dollars	
21	How much housing was added through rehabilitation?	Units	
22	How many persons purchased a home?	Persons	
23	What is the average market value of homes purchased?	Dollars	
24	How many homes were made lead safe?	Homes	
25	How many students increased their GPA?	Students	
26	How many students acquired marketable skills?	Students	
27	How many students received their GED?	Students	
28	What is the average cost to obtain a GED?	Dollars	
29	How many students received their high school diploma?	Students	
30	Policy Priority-Sustainability-Healthy Communities-How many persons received health services?	Persons	
31	Policy Priority-Sustainability-Vulnerable Populations-How many persons received social services?	Persons	

32	Policy Priority-Sustainability-Vulnerable Populations-How many persons received childcare services?	Persons	
33	How many persons received recreation services?	Persons	
34	How many homeless persons received services?	Persons	
35	How many homeless persons received job training?	Persons	
36	How many homeless persons obtained jobs (FTE) as a result of job training?	Persons	
37	As a result of job training, how many persons obtained employment?	Persons	
38	What is the total average anticipated energy savings as a result of using Energy Star appliances and products?	Dollars	
39	How many micro-enterprises were established?	Micro-Enterprises	
40	How many micro-enterprises were expanded?	Micro-Enterprises	
41	How many micro-enterprises were stabilized?	Micro-Enterprises	
42	What is the value (projected gross income) of new businesses or micro-enterprises created?	Dollars	
43	How many new affordable housing units were built?	Units	
44	What is the average market value of new affordable housing units built?	Dollars	
45	How many new businesses were created?	Businesses	
46	How many high school students are expected to pursue post-secondary education?	Students	
47a	Use the dropdown to identify the supportive services created under this grant and the number of individuals who received these services and who obtained training and/or jobs.	Supportive Services	
47b	Identify the number of individuals who received the supportive services.	Persons	
47c	Identify the number of individuals who obtained training and/or jobs with this supportive services.	Persons	
47d	Use the dropdown to identify the supportive services created under this grant and the number of individuals who received these services and who obtained training and/or jobs.	Supportive Services	
47e	Identify the number of individuals who received the supportive services.	Persons	
47f	Identify the number of individuals who obtained training and/or jobs with this supportive services.	Persons	
47g	Use the dropdown to identify the supportive services created under this grant and the number of individuals who received these services and who obtained training and/or jobs.	Supportive Services	
47h	Identify the number of individuals who received the supportive services.	Persons	
47i	Identify the number of individuals who obtained training and/or jobs with this supportive services.	Persons	
47j	Use the dropdown to identify the supportive services created under this grant and the number of individuals who received these services and who obtained training and/or jobs.	Supportive Services	
47k	Identify the number of individuals who received the supportive services.	Persons	
47l	Identify the number of individuals who obtained training and/or jobs with this supportive services.	Persons	
47m	Use the dropdown to identify the supportive services created under this grant and the number of individuals who received these services and who obtained training and/or jobs.	Supportive Services	
47n	Identify the number of individuals who received the supportive services.	Persons	
47o	Identify the number of individuals who obtained training and/or jobs with this supportive services.	Persons	
48a	Identify the community(ies)/neighborhood(s) that you are serving	Community/ Neighborhood	
48b	Identify the City	City	
48c	Use the dropdown to identify the State	State	
49	What is the total number of affordable housing units constructed or rehabilitated?	Units	
50	Of the total number of affordable housing units constructed or rehabilitated, how many had both universal design and visitability?	Units	
51	How many affordable housing units were constructed with universal design only?	Units	
52	How many affordable housing units were constructed with visitability design only?	Units	
53	Of the total number of affordable housing units constructed or rehabilitated, how many were constructed or rehabilitated to green recognized rating standards?	Units	

54	Describe the types of improvements that impacted the health and safety of the community, particularly for children and other vulnerable populations, by promoting green and healthy design, construction, rehabilitation and maintenance of housing and communities.	Types of Improvements	
55	Identify the types of support and promotion of an energy efficient green and healthy housing market by retrofitting existing housing, and supporting new energy efficient construction.	Support and Promotion	
56	Describe the population you are serving.	Population	

	If you are collecting client level data, identify the number of persons receiving services:		
57	How many persons receiving services are under the age of 6?	Persons	
58	How many persons receiving services are ages 6-17?	Persons	
59	How many persons receiving services are ages 18-30?	Persons	
60	How many persons receiving services are ages 31-50?	Persons	
61	How many persons receiving services are ages 51-61?	Persons	
62	How many persons receiving services are over 62 years of age?	Persons	

Explanation of Any Deviations From the Approved eLogic

Acknowledgment of Application Receipt

U.S. Department of Housing and Urban Development

Type or clearly print the Applicant's name and full address in the space below.

(fold line)

Type or clearly print the following information:

Name of the Federal Program to which the applicant is applying: _____

To Be Completed by HUD

- HUD received your application by the deadline and will consider it for funding. In accordance with Section 103 of the Department of Housing and Urban Development Reform Act of 1989, no information will be released by HUD regarding the relative standing of any applicant until funding announcements are made. However, you may be contacted by HUD after initial screening to permit you to correct certain application deficiencies.
- HUD did not receive your application by the deadline; therefore, your application will not receive further consideration. Your application is:
- Enclosed
 - Being sent under separate cover

Processor's Name _____

Date of Receipt _____