



## FY19 HUD COC PROGRAM COMPETITION NEW/BONUS PROJECT APPLICATION

AGENCY PROFILE	
Legal Name of Agency	Community Rebuilders
Project Name	PACT (Partners Achieving Change Together)
Contact Person	Anna Diaz
Title	Chief Operating Officer
Address	1120 Monroe Avenue NW, Grand Rapids, MI 49503
Email	adiaz@communityrebuilders.org
Phone	616-458-5102

Check one:

- ☐ Permanent Supportive Housing for Chronically Homeless
- ☐ DedicatedPLUS Permanent Supportive Housing
- ☐ Rapid Re-Housing
- ☒ Joint Transitional Housing /Rapid Re-Housing

Check one:

- ☐ New Project Application from Reallocated Funds
- ☐ General Bonus Project
- ☒ Domestic Violence Bonus Project
- ☐ Consolidation (must additionally complete Renewal Project Application for each project)
- ☐ Transition
- ☐ Expansion (must complete Renewal Project Application in addition)

*Authorized Representative: I hereby certify that the information contained in this proposal is true and accurate. Any falsification of information will render the application void, and the application will not be accepted. This application has been reviewed and authorized for submission by the agency's board of directors as of the date indicated.*

Name: Anna Díaz	Title: Chief Operating Officer
Date of Board/Local Planning Body Authorization:	
Date of Anticipated Board/Local Planning Body Authorization:	10/10/2019

## **ELIGIBILITY THRESHOLDS**

Basic HUD Eligibility Thresholds must be satisfied before the CoC may consider a new or bonus project application for funding.

1. Please indicate by checking the boxes if the agency has any of the following:

a. Outstanding obligation to HUD that is in arrears for which a payment schedule has not been agreed upon;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

b. Debarments and/or Suspensions- In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the federal government;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

c. Unresolved monitoring findings or outstanding (agency or HUD) audit findings;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

d. Inadequate financial management or accounting practices within the past three years;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

e. Evidence of untimely expenditures on prior award;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

f. Major capacity issues that have significantly impacted the operation of a project and its performance within the past three years;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

g. Issues impacting the timeliness in reimbursing subrecipients for eligible costs;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

h. Served ineligible persons, expended funds on ineligible costs, or failed to expend funds within statutorily established timeframes within the past three years;

☐ Yes ☒ No If yes, please explain: Click here to enter text.

2. Does applicant have a financial management system that meets federal standards as described at 2 CFR 200.302?

☒ Yes ☐ No Please describe: See question #11.

3. Does the agency employ or contract services of an accountant who is familiar with Generally Accepted Accounting Principles (GAAP)?

☒ Yes ☐ No

4. Does the agency obtain an annual audit by an independent certified public accountant?

☒ Yes   ☐ No

5. Has your organization been monitored by HUD in the past three (3) years? Yes

**If yes,** include as attachments: Monitoring report from HUD, your organization's response to any findings, documentation from HUD that finding or concern has been satisfied, and any other relevant documentation.

**If no,** reference most recent monitoring by an entity other than HUD for federal or state funding (ESG, CDBG, etc) and include as attachments: Monitoring report, your organization's response to any findings, documentation from entity that finding or concern has been satisfied, and any other relevant documentation.

**All projects must include as attachments (please number each attachment as follows):**

- ☒ #1: Proof of 501(c)3 status from the IRS
- ☒ #2: Financial statements, including cash flow statement
- ☒ #3: Non-profit Corporation Update (2013) or equivalent
- ☒ #4: DUNS number and Standard Form 424 (SF-424)
- ☒ #5: Active registration in SAM
- ☒ #6: Most recent audit by an independent certified public accountant
- ☒ #7: Monitoring report by HUD or other federal or state funding entity, including any responses if there were findings noted in the report
- ☒ #8: Documentation of all match
- ☒ #9 Project Application in e-Snaps
- ☐ #10 Preliminary Rendering and Site Plan (if applicable)

## NEW AND BONUS PROJECT APPLICATION

*See scorecard for scoring criteria in each question.*

### **PROJECT OVERVIEW**

- 1.a. Provide a description that addresses the entire scope of the proposed project. (Include target population(s), the plan for addressing identified needs/issues of the identified target population, projected outcomes, and how the project type, scale and location of housing and support services fit the needs of the identified target population.) *(1,000 word limit)*

Community Rebuilders and Safe Haven Ministries are applying for the TH and PH-RRH Joint Component DV Bonus funding together, with Community Rebuilders as the Lead agency and Safe Haven Ministries as the Sub-recipient. This partnership combines the domestic violence expertise of Safe Haven Ministries in serving survivors of intimate partner violence through a range of trauma informed comprehensive services with the expertise and skills of Community Rebuilders in helping households access and maintain permanent housing through a housing first and rapid rehousing model of support. Safe Haven Ministries has collaborated with Community Rebuilders at various points in providing housing opportunities for survivors of domestic violence. Based on coordinated entry data from January through July 2019, 111 families with minor children and 88 single adults contacted HAP reporting actively fleeing from domestic violence and without a safe place to stay and lacking the financial resources and support networks to obtain housing on their own. From January, 2019 through August, 2019, Salvation Army's coordinated entry system identified 199 individuals who were seeking supportive housing assistance and disclosed fleeing domestic violence. In fiscal year 2019, Safe Haven responded to 2,387 crisis calls from survivors seeking support, a significant number of which were related to housing instability due to the abuse they were experiencing. Furthermore, Safe Haven served 159 survivors in emergency safe shelter who upon exiting were seeking housing assistance. Client feedback surveys also indicate that upon exiting shelter housing resources is the number one identified need. Often survivors are seeking to remain independent of their abusive relationship, but due to housing barriers often end up experiencing homelessness or exiting back into unsafe relationships to meet their housing need. PACT is a Joint TH and PH-RRH project dedicated to serve victims of domestic violence who lack the resources to maintain permanent housing when fleeing abuse. Survivors may use one or both of the program components. The TH component of this project will provide four safe units for survivors to immediately access, when the participant identifies that a safe place to stay while seeking housing is a need. All survivors will then be able to either transition into housing of their own choosing utilizing their own resources or utilize the RRH component of the project to support their move into permanent housing when they determine they are ready. Safe Haven domestic violence services will be available throughout participant's program involvement, and indefinitely afterwards, based on the survivor's desire. The Rapid Rehousing component of the project will support at least 19 households annually. This project allows for short or medium term financial assistance with rent and survivor appropriate individualized case management services that meet the needs of households with or without children. Consistent with Housing First philosophy, this project will have a low barrier intake process and accept survivors with a variety of backgrounds and barriers to housing stability including substance abuse, criminal histories and zero income. Screening and assessment for entry into this project will be conducted by our community's coordinated entry, The Salvation Army Housing Assessment Program. Survivors without a safe place to

stay, or who are living on the streets or in shelters and lack the financial resources and support networks to obtain housing on their own shall be prioritized for this project. Emergency shelter is not a component of this proposal, but it is a part of the comprehensive safety strategy built into our community's coordinated entry process and available to survivors when safety needs merit. All survivors will be assisted with obtaining housing in the private rental market and be assisted in securing a lease in the neighborhood of their choice. All units will meet HUD Housing Quality Standards and rent reasonableness will be the applicable rent standard. All participants will receive services from a trained Housing Resource Specialist (HRS) and linkage to specialized domestic violence services as desired by the survivor, including but not limited to connection to mainstream benefits, mental health services, employment, income and educational assistance, safety planning, counseling, legal advocacy, child custody support, relocation support and service linkage assistance. Services are voluntary but there will be a minimum requirement of monthly contact with the HRS to ensure specific steps to achieve housing goals are outlined and strengths and resources are identified to address any barriers that might interfere with the housing stability. Housing-specific support services are provided throughout program participation and for 6 months post exit if the participant so chooses. We expect 90% of the participants to successfully exit to permanent housing of their choice and 70% of the participant to increase their total income.

- 1.b. Describe the plan to assist participants in securing and maintaining permanent housing that is safe, affordable, accessible, and acceptable to their needs. *(500 word limit)*

Every participant will partner with a training Housing Resource Specialists (HRS), who is experienced in providing strengths based housing first services. HRS will assist households by completing an assessment to identify housing history, past strengths and barriers to housing. Participant and HRS will develop individualized housing plans that allow the project participant housing of their choice. This begins with pre-tenancy planning and culminates in the execution of a lease. An action plan is developed with survivors to meet their goals of increased income and housing stability. Households are assisted in securing a lease in the private rental market utilizing Community Rebuilders long standing relationships with local landlords. Rent reasonableness evaluation is conducted on each dwelling considered for occupancy by a household as well as HQS. Advocacy and assistance is provided to negotiate the lease provisions. HRS engage with the participant and ensure understanding of the obligations of their lease. Supportive services strengthen the participant's ability to abide by the terms of the lease. Safe Haven advocates will assist with providing trauma informed supports and safety planning around the new unit, neighborhood and school and aid with legal supports to overcome assailant attempts to sabotage a participant's permanent housing. Additionally, Safe Haven provides transportation and resource connection for survivors to access Goodwill Industries of West Michigan and Michigan Works! who offer a range of employment services including job/interviewing training, employment training programs, access to computers and staff for resume building skills. Mercantile Bank presents to each of our psychoeducational groups once per cycle to increase participant financial literacy related to budgeting, understanding the basics of banking and how to build and repair credit. The range of supportive employment and financial supports helps survivors to be better positioned to enter the job market with employable skills and a reduction in barriers to access employment.

- 1.c. Describe how participants will be assisted to rapidly increase employment and/or income to maximize their ability to live independently. (500 word limit)

Community Rebuilders has been partnering with the Employment Services Collaborative for the last two years. This United Way funded collaboration supports navigators and services with Goodwill Industries, Hope Network, The Literacy Center of West Michigan, Jubilee Jobs, Women's Resource Center, the Hispanic Center of West Michigan and Disability Advocates of Kent County. These service providers have provided on the job training, job coaching and training/educational opportunities for consumers in permanent housing projects. Additionally, we have entered into agreements with Mixed Staffing and Border Foods, to provide supported employment opportunities for Community Rebuilders' participants, including those in PSH projects. Community Rebuilders has a certified SOAR staff member, working with participants to increase their income and understand their employment options while receiving social security disability benefits. Our team of certified Housing Resource Specialist also facilitate voluntary educational groups on relevant employment topics. Currently, our Housing Resource Specialist staff work with consumers to gain and/or increase income. All avenues to increase income are explored including non-traditional employment. Consumers are assisted to connect with local employment and rehabilitative services that meet their specific needs. Participants will be assisted to identify mainstream resources and entitlement benefits for which they are eligible. A comprehensive individualized plan that considers all life domains is developed with participants that includes ongoing budget and financial planning as needed. Participants are encouraged to identify goals and objectives that meet their personal needs to increase their income and ability to live independently and are supported in achieving their goals. Survivors of domestic violence, who have extensive trauma histories, often struggle with gaining and maintaining employment or education due to the control that existed in their relationships. Children who witness abuse in their home may also exhibit trauma symptoms, which presents an additional challenge to survivors seeking stable employment while simultaneously meeting the demands of their children. Abusive partners often use tactics of control such as isolation, stalking, interfering with a survivor's place of employment and using children as a reason to pull a survivor away from their place of employment. Safe Haven and Community Rebuilders understand that survivors often need ongoing and unique supports when they leave an abusive relationship. For some survivors, additional emotional support as well as tangible supports around childcare, mental health, employment and legal guidance may be needed to increase the likelihood that a survivor will be able to live a life safely and independent of their abuser. Safe Haven advocates have the expertise to provide the trauma informed domestic violence education, support and resource connection to address a survivor's unique barriers to success. Safe Haven offers all survivor centered services free of charge to participants for as long as a survivor chooses to meaningfully engage.

## **EXPERIENCE**

2. Describe the experience of the applicant and sub-applicants in working with the proposed target population and in providing housing similar to that proposed in the application. (500 word limit)

Providing housing advocacy for victims of domestic violence has been an obligation of Community Rebuilders staff within all of our existing housing projects. We understand that survivors of domestic

violence have unique safety and trauma related needs that must be addressed through safe and survivor-centered housing. Community Rebuilders uses this Joint TH-RRH model in a youth project as well as another DV specific project and will utilize this same model with this population. Transitional Housing units will be acquired within the private rental market so they are at the ready when a victim needs safe housing at a moment's notice. Survivors may be able to transition in place and use these units as their permanent housing placement or be assisted to find permanent housing of their choice. This model has proven to be successful in our experience with a youth population and we will build on this success as we adapt it for use with survivors of intimate partner violence. Community Rebuilders has cultivated a large network of landlords in the private rental market which allows us to provide housing choice to those we serve. The sub-recipient, Safe Haven, provides a long history of expertise in working with survivors to support their journey to safety and self-sufficiency.

Please check the proposed target population from the options below.

Chronically homeless	<input type="checkbox"/>	Families	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	Youth (18-25)	<input type="checkbox"/>
Domestic Violence	<input checked="" type="checkbox"/>		

3. Describe the experience of the applicant and sub-applicants with utilizing a Housing First approach. *(500 word limit)*

This project will deliver services using a strengths based Housing First model. Access to housing is the central goal of the project. All services are voluntary and are primarily delivered after a person is placed into permanent housing. Supports and services are focused on helping participants obtain and maintain permanent housing. Strengths based housing plans will be completed with each participant and tailored to meet their unique needs. We recognize that services to enhance an individual's or family's wellbeing can be more effective when people are in their own home. For this reason, the focus from the moment a person engages is on getting them housed. Once they are housed, necessary supports and services can be delivered to help them maintain permanent housing and achieve their personal goals.

4. Describe the experience of the applicant and sub-applicants in utilizing federal funds. *(500 word limit)*

Community Rebuilders has 25 years of experience effectively using federal funds and performing the types of activities proposed in this application. The lengthy track record of Community Rebuilders managing all aspects and phases of project administration from planning to deliverables has been evidenced in the success of all projects initiated. Community Rebuilders (CR) has been a leader both nationally and locally designing and implementing RRH programs since 2007. Community Rebuilders' early success with rapid rehousing resulted in all rapid rehousing services funded by HPRP for Kent County being delivered by Community Rebuilders Housing Resource Specialist. Within HPRP programming alone, 712 households were provided rapid rehousing assistance and 95% of the households served exited with permanent housing. In this highly audited project CR was praised by HUD for its implementation, and project design to verify eligibility and conduct re-certifications. This was significant, as many HPRP providers across the county struggled with requirement and audit



findings while we had none. 28 days was the average length of time to rehouse a household with HPRP assistance. In an average year Community Rebuilders rapidly rehoused approximately 400 households, while producing outcomes that exceed national benchmarks. The National Alliance to End Homelessness has enlisted Community Rebuilders to train others across the county on our model of rapid rehousing. Community Rebuilders is currently highlighted on webinars and within annual conference materials on the National Alliance to End Homelessness website. Community Rebuilders developed and implemented the first rapid rehousing programs in Kent County and developed the strengths based Housing Resource Specialist model that is used by the National Alliance of End Homelessness as an example of how to effectively provide home based voluntary services in rapid rehousing programs. Federal funds currently administered successfully by Community Rebuilders include CoC funding for PSH, RRH and TH-RRH, VA funding for the VRS program, SSVF and Grant Per Diem program, HOMEProgram Tenant Based Rental Assistance and ESG Tenant Based Rental Assistance. For the past 29 years, Safe Haven Ministries has provided services to victims of intimate partner violence including: emergency safe shelter, case management, residential and nonresidential advocacy-based counseling, legal advocacy, group support, children's programming, prevention and education services, and connection to local organizational partners for temporary and permanent housing, employment services and legal council. Since moving to a new facility in December 2018, Safe Haven's emergency safe shelter has become the largest of its kind in the county, with 14 rooms and up to 56 beds. To that end, the organization has effectively managed a wide array of private sector funding, including gifts from foundation partners, businesses, individuals, and faith communities. In October 2019, Safe Haven will receive its first federal funding through the Sexual Violence Prevention initiative through the Michigan Department of Health and Human Services.

5. Describe the process for the determination of the type, amount, and the duration of rental assistance for participants. (500 word limit)

Using our highly successful strengths based model, participants would receive rental assistance necessary to obtain and maintain permanent housing within the community. Participants pay 30% of their adjusted gross income toward housing (rent plus utilities) and are assisted with the remaining rent portion so that monthly rent would be affordable to each household. Supports are provided to each household so that their episode of homelessness is rare and brief. Additional linkages to community resources are applied to those households who identify through their housing plan that additional services or natural supports are needed. Housing Resource Specialists (HRS) assist each household in identifying their strengths and talents which will help them achieve the goals of self-sufficiency and permanent housing stability. Each participant completes a Risk Prevention Plan that identifies strengths and solutions to possible barriers that may arise and interfere with housing stability.

6. Does the project commit to taking all referrals through the community's Coordinated Entity process?

Yes

If no, explain: [Click here to enter text.](#)

7. What would be the prioritization process for households referred to this project? How will it be determined who is most vulnerable and the best fit for any referrals to this project? Provide detail from policy established by the CoC. (500 word limit)

We use coordinated entry which is The Salvation Army Housing Assessment Program. Coordinated entry uses a VI-SPDAT prioritization tool to ensure that those most vulnerable are served first. Screening and assessment tools used by Coordinated Entry will be used to access for domestic violence and/or sexual assault and referrals will be provided as requested from this program. The program informs coordinated entry of program openings and eligibility criteria. Coordinated entry makes referrals based on those in need and length of time homeless. With this joint TH/RRH, vulnerable individuals will have access to immediate emergency housing as well as a permanent housing resource.

8. Will all participating households served in this project be recorded in HMIS or an equivalent database for Domestic Violence, in accordance with the community's Data Quality Standards?

Yes      If no, explain: Click here to enter text.

9. Describe the plan for rapid implementation of the project, documenting how the project will be ready to begin housing the first participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award. (500 word limit)

Prior to the project start date, all program staff will be hired and trained in strengths based housing first and trauma informed models. Implementation will be expedited due to the need for additional domestic violence permanent housing support in the community and our well established TH-RRH program infrastructure. We will immediately begin requesting referrals from HAP and anticipate having half of the participants enrolled within the first 30-60 days. The balance of enrollment will occur by the end of the 180 days. During the first 60 days of program implementation, key staff will meet bi-weekly to ensure delivery of services and program logistics are meeting the requirements of the grant.

#### **ORGANIZATIONAL CAPACITY**

10. Describe agency key staff positions and qualifications of individuals who will carry out the project (500 word limit):

Key staff positions who will carry out the project are the Project Lead and Housing Resource Specialist. The Project Lead, under the supervision of the Program Manager, is responsible for the compliance of contract regulations for assigned programs. This role demonstrates and trains on Housing First strategies and strengths based housing first philosophy. As a member of the agency's Operative Management, the Project Lead models the agency values while motivating their team and leading a positive work environment. The project lead will be responsible for program and grant reporting as well as assigning tasks to project Housing Resource Specialist. The Housing Resource Specialist, under the supervision of the Program Manager, is responsible for providing strength based, trauma informed housing services to survivors of domestic violence to persons experiencing a housing crisis or homelessness. HRS works alongside survivors throughout the housing process. The Housing Resource Specialist has regular

interactions with their Project Lead to ensure effective service delivery complying with contract and agency requirements.

11. Describe the agency's financial management system, including financial reporting, record keeping, accounting systems, payment procedures, procurement processes, and audit requirements (500 word limit):

The Board of Directors and employees at Community Rebuilders form a knowledgeable and productive work force that is empowered with all the direct information, authority, recognition and training they need to satisfy the consumers they serve and meet the goals and objectives of each project. The team is driven by their mission and commitment to ending homelessness. The Executive Director reports directly to a dedicated and informed Board of Directors. The Executive Director and COO, and CFO and four managers make up the management team. Community Rebuilders has a 25 year history as a successful not for profit organization that places a heavy emphasis on accountability and transparency including reporting requirements related to the use of funds and maintenance of client level and program services and expense data. Community Rebuilders follows Generally Accepted Accounting Principles (GAAP). The financial records of Community Rebuilders are audited by a Certified Public Accounting firm annually. Community Rebuilders has a robust system of controls in place and has a demonstrated history of integrity in financial records and reports generating trust with stakeholders. The system of controls assures appropriate authorization, recording and accountability of assets.

Safe Haven Ministries' Board of Directors and staff are united by and committed fully to the organization's mission to end domestic abuse. Safe Haven's Executive Director works closely with and is held accountable by the Board of Directors to ensure successful implementation of strategic plans, organizational controls and transparency. In addition to the Executive Director, the organization's leadership team is comprised of the Director of Development, who manages finances and reporting and sustainability, the Director of Client Services, who manages all residential and nonresidential services, and the Director of Prevention and Education, who manages all community education and training. Safe Haven also partners in the community to remove or reduce barriers to service for domestic violence survivors and prevent future violence, serving as members and leaders of the Sexual Assault Prevention Action Team (SAPAT) and the Domestic Violence Community Coordinated Response Team (DVCCRT).

Safe Haven contracts with an external Accounting Firm for accounting services, and all organization financial documentation follows Generally Accepted Accounting Principles (GAAP). A secondary external Certified Public Accountant conducts an annual Financial Statement Audit and an A-133 Single Audit. Safe Haven has appropriate controls in place to ensure appropriate/eligible use of funds, and utilizes an automated accounting system capable of tracking expenditures to grants by cost categories.

Scope of Proposed Project		Proposed Households Served	
Total units	23	Households with at least one adult and one child	17
Total beds	57	Adult households without children	2

**PROJECT BUDGET**

Activity	Requested Funds	Other Funding	Total Project Cost	% of Total Budget
Acquisition				%
New Construction				%
Rehabilitation				%
Leasing	\$17,700			4 %
Rental Assistance	\$212,676			51 %
Supportive Services	\$132,040			32 %
Operating Costs	\$21,000			5 %
HMIS	\$5,700			1 %
Project Administration (limited to 7%)	\$29,288			7 %
Total Project Cost	\$418,404			

Complete Match and Leveraging worksheet, Attachment A.

See scorecard for scoring criteria based on budget information, questions 12-15

Identify all HUD and non-HUD funding that comprises the project budget. Only those dollars or non-cash contributions (in-kind) that directly support the project should be listed. This may include federal, state, or local government funds, private funds, grants, and/or other sources, including donations.

Resource	Cash or In Kind	Committed or Planned/ Pending	Available (MM/YY)	Amount/ Value	% of Total Budget	Serves as CoC Program Match? (Y/N)
Safe Haven	In Kind	Committed	06/19	100,176	25%	Yes
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%	Yes/No
	Cash/Kind	C/pp	MM/YY		%.	Yes/No
<b>Total leveraged from other sources</b>					<b>100176</b>	<b>25%</b>

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FY19 Housing Project New/Bonus Application

## Attachment B

### HUD General Section Certificates

The agency certifies to the Grand Rapids Area Coalition to End Homelessness that it and its principals are in compliance with the following requirements as indicated by checking the box.

☒ *Fair Housing and Equal Opportunity.* See CFR 578.93 for specific requirements related to Fair Housing and Equal Opportunity.

☒ *Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity.* See the Federal Register dated February 1, 2012, Docket No. FR 5359-F-02 and Section V.C.1.f. of the FY 2017 General Section.

☒ *Debarment and Suspension.* See Section III.C.4.c. of the FY 2015 General Section. Additionally, it is the responsibility of the recipient to ensure that all subrecipients are not debarred or suspended. (24 CFR 578.23((3)(c)(4)(v).d. Delinquent Federal Debts. See Section V.B.3. of the FY 2017 General Section.

☒ *Compliance with Fair Housing and Civil Rights.* See Section V.C.1.a. of the FY 2017 General Section.

☒ *Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency (LEP)."* See Section V.C.1.d. of the FY 2017 General Section.

☒ *Economic Opportunities for Low- and Very Low-income Persons (Section 3).* See Section V.C.1.c. of the FY 2017 General Section.

☒ *Conducting Business in Accordance with Core Values and Ethical Standards/Code of Conduct.* See Section V.C.15. of the FY 2017 General Section.

☒ *Prohibition Against Lobbying Activities.* See Section V.C.15. of the FY 2017 General Section.

☒ *HUD Habitability Standards inspections* on all units, at a minimum.

☒ *Participation in HUD-Sponsored Program Evaluation.* See Section V.C.5. of the FY 2017 General Section.

☒ *Environmental Requirements.* Notwithstanding provisions at 24 CFR 578.31 and 24 CFR 578.99(a) of the CoC Program interim rule, and in accordance with Section 100261(3) of MAP-21 (Pub. L. 112-141, 126 Stat. 405), activities under this NOFA are subject to environmental review by a responsible entity under HUD regulations at 24 CFR part 58.

☒ *Drug-Free Workplace.* See Section VI.B.9. of the FY 2015 General Section. n. Safeguarding Resident/Client Files. See Section V.C.11 of the FY 2017 General Section.

☒ *Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 209-282) (Transparency Act), as amended.* See Section V.C.13. of the FY 2017 General Section.

☒ *Lead-Based Paint Requirements.* For housing constructed before 1978 (with certain statutory and regulatory exceptions), CoC Program recipients must comply with the requirements of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4801, et seq.), as amended by the Residential Lead-Based

☒ *Paint Hazard Reduction Act of 1992* (42 U.S.C. 4851, et seq.); and implementing regulations of HUD, at 24 CFR part 35; the Environmental Protection Agency (EPA) at 40 CFR part 745, or State/Tribal lead rules implemented under EPA authorization; and the Occupational Safety and Health Administration at 29 CFR 1926.62 and 29 CFR 1910.1025.

☒ *Violence Against Women Reauthorization Act of 2013: Implementation in HUD Housing Programs* (24 CFR Parts 5, 91, 92, 93, 200, 247, 547, 576, 880, 882, 883, 884, 886, 891, 905, 960, 966, 982, and 983).

☒ Attestation that all attachments as required by HUD are uploaded in *e-snaps*. See Notice of Funding Availability for the 2018 Continuum of Care Program Competition FR-6200-N-25.

This list is not exhaustive of all HUD requirements. Applicants are encouraged to review the 2018 General Section, found at:

[https://www.hud.gov/program\\_offices/spm/gmomgmt/grantsinfo/fundingopps](https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/fundingopps) to ensure eligibility.

Agency: **Community Rebuilders**

Acknowledged By: **Anna Diaz**

Title: Chief Operating Officer

Date: 8/23/2019

APR 5 1996

INTERNAL REVENUE SERVICE  
DISTRICT DIRECTOR  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: MAR 29 1996

COMMUNITY REBUILDERS  
1136 WEALTHY STREET SE  
GRAND RAPIDS, MI 49506

Employer Identification Number:  
38-3094108  
DLN:  
17053276033005  
Contact Person:  
D. A. DOWNING  
Contact Telephone Number:  
(513) 684-3957  
Accounting Period Ending:  
December 31  
Form 990 Required:  
Yes  
Addendum Applies:  
Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 509(a)(2).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(2) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(2) organization.

Donors may deduct contributions to you as provided in section 170 of the

Letter 947 (DO/CG)



## COMMUNITY REBUILDERS

Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$10 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. This penalty may also be charged if a return is not complete, so please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Since you have not indicated that you intend to finance your activities with the proceeds of tax exempt bond financing, in this letter, we have not determined the effect of such financing on your tax exempt status.

If we have indicated in the heading of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

Letter 947 (DO/CG)

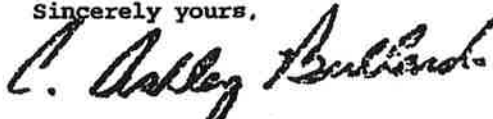
COMMUNITY REBUILDERS

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "C. Ashley Bullard". The signature is fluid and cursive, with the first name "C." being small and the last name "Bullard" being larger and more prominent.

C. Ashley Bullard  
District Director

Enclosure(s) :  
Addendum

**COMMUNITY REBUILDERS**

Relief under section 301.9100-1 of the Income Tax Regulations has been granted. Therefore, your exemption under section 501(c)(3) of the Code is effective January 13, 1993, the date you were incorporated.

--



## Department of Licensing and Regulatory Affairs

Lansing, Michigan

*This is to Certify That*

### **COMMUNITY REBUILDERS**

*was validly incorporated on January 12, 1993, as a Michigan nonprofit corporation, and said corporation is validly in existence under the laws of this state.*

*This certificate is issued pursuant to the provisions of 1982 PA 162, as amended, to attest to the fact that the corporation is in good standing in Michigan as of this date and is duly authorized to conduct affairs in Michigan and for no other purpose.*

*This certificate is in due form, made by me as the proper officer, and is entitled to have full faith and credit given it in every court and office within the United States.*



Sent by Facsimile Transmission  
1430166

*In testimony whereof, I have hereunto set my hand, in the City of Lansing, this 25th day of January, 2017.*

*Julia Dale*

Julia Dale, Director  
Corporations, Securities & Commercial Licensing Bureau

**COMMUNITY REBUILDERS**  
**(A Non-Profit Organization)**

**FINANCIAL STATEMENTS**

**YEARS ENDED**  
**DECEMBER 31, 2017 AND 2016**

## COMMUNITY REBUILDERS

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# DOLINKA, VANNOORD & COMPANY

A PROFESSIONAL LIMITED LIABILITY PARTNERSHIP

Certified Public Accountants

## INDEPENDENT AUDITORS' REPORT

Board of Directors  
Community Rebuilders  
Grand Rapids, Michigan

### Report on the Financial Statements

We have audited the accompanying financial statements of Community Rebuilders (a nonprofit organization), which are comprised of the statement of financial position as of December 31, 2017 and 2016, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

### Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Community Rebuilders as of December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

## Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued under separate cover our report dated June 22, 2018, on our consideration of Community Rebuilders' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Community Rebuilders' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Community Rebuilders' internal control over financial reporting and compliance.

Respectfully submitted,

DOLINKA, VANNOORD & COMPANY, P.L.L.P.



Certified Public Accountants  
Grand Rapids, Michigan

June 22, 2018



**COMMUNITY REBUILDERS  
STATEMENT OF FINANCIAL POSITION  
DECEMBER 31, 2017 AND 2016**

**ASSETS**

	<u>2017</u>	<u>2016</u>
<b>CURRENT ASSETS</b>		
Cash and Cash Equivalents	\$ 456,471	\$ 53,318
Accounts Receivable:		
Grants	324,942	346,517
Contributions	-	400
Rentals - Net of Allowance for Uncollectible Accounts	22,917	58,091
Inventory	6,148	24,590
Prepaid Expenses	<u>22,384</u>	<u>21,649</u>
<b>TOTAL CURRENT ASSETS</b>	<u>\$ 832,862</u>	<u>\$ 504,565</u>
<b>PROPERTY AND EQUIPMENT</b>		
Property and Equipment	\$ 1,587,556	\$ 1,587,556
Less: Accumulated Depreciation	<u>(1,118,882)</u>	<u>(1,069,328)</u>
<b>NET PROPERTY AND EQUIPMENT</b>	<u>\$ 468,674</u>	<u>\$ 518,228</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 1,301,536</u></u>	<u><u>\$ 1,022,793</u></u>

**LIABILITIES AND NET ASSETS**

<b>CURRENT LIABILITIES</b>		
Accounts Payable	\$ 53,999	\$ 28,798
Line of Credit	125,000	175,000
Current Portion of Long-Term Debt	34,771	36,411
Security Deposits	23,325	21,915
Deferred Revenue	14,825	-
Other Accrued Liabilities	<u>32,876</u>	<u>28,996</u>
<b>TOTAL CURRENT LIABILITIES</b>	<u>\$ 284,796</u>	<u>\$ 291,120</u>
<b>LONG TERM LIABILITIES</b>		
Long-Term Debt - Net of Current Portion	<u>\$ 213,153</u>	<u>\$ 247,717</u>
<b>TOTAL LIABILITIES</b>	<u>\$ 497,949</u>	<u>\$ 538,837</u>
<b>NET ASSETS</b>		
Unrestricted	\$ 562,142	\$ 476,129
Temporarily Restricted	<u>241,445</u>	<u>7,827</u>
<b>TOTAL NET ASSETS</b>	<u>\$ 803,587</u>	<u>\$ 483,956</u>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<u><u>\$ 1,301,536</u></u>	<u><u>\$ 1,022,793</u></u>

The accompanying notes are an integral part of these financial statements.  
See independent auditors' report.

**COMMUNITY REBUILDERS  
STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2017**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<b>REVENUE AND SUPPORT</b>			
Grant Revenue	\$ 5,595,549	\$ -	\$ 5,595,549
Program Revenue	268,189	-	268,189
Rental Income	271,584	-	271,584
Contributions	62,971	275,569	338,540
Miscellaneous	8,087	-	8,087
Interest Income	237	-	237
Net Assets Released from Restriction	41,951	(41,951)	-
<b>TOTAL REVENUE AND SUPPORT</b>	<u>\$ 6,248,568</u>	<u>\$ 233,618</u>	<u>\$ 6,482,186</u>
<b>PROGRAM EXPENSES</b>			
Program Services	\$ 5,820,808	\$ -	\$ 5,820,808
Supporting Services - Management and General	341,747	-	341,747
<b>TOTAL PROGRAM EXPENSES</b>	<u>\$ 6,162,555</u>	<u>\$ -</u>	<u>\$ 6,162,555</u>
<b>INCREASE IN NET ASSETS</b>	\$ 86,013	\$ 233,618	\$ 319,631
<b>NET ASSETS - BEGINNING OF YEAR</b>	<u>476,129</u>	<u>7,827</u>	<u>483,956</u>
<b>NET ASSETS - END OF YEAR</b>	<u><u>\$ 562,142</u></u>	<u><u>\$ 241,445</u></u>	<u><u>\$ 803,587</u></u>

The accompanying notes are an integral part of these financial statements.  
See independent auditors' report.

**COMMUNITY REBUILDERS  
STATEMENT OF ACTIVITIES  
YEAR ENDED DECEMBER 31, 2016**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
<b>REVENUE AND SUPPORT</b>			
Grant Revenue	\$ 4,661,383	\$ -	\$ 4,661,383
Program Revenue	265,333	-	265,333
Rental Income	289,118	-	289,118
Contributions	100,755	14,608	115,363
Miscellaneous	10,313	-	10,313
Interest Income	44	-	44
Net Assets Released from Restriction	13,597	(13,597)	-
<b>TOTAL REVENUE AND SUPPORT</b>	<u>\$ 5,340,543</u>	<u>\$ 1,011</u>	<u>\$ 5,341,554</u>
<b>PROGRAM EXPENSES</b>			
Program Services	\$ 5,004,915	\$ -	\$ 5,004,915
Supporting Services - Management and General	285,596	-	285,596
<b>TOTAL PROGRAM EXPENSES</b>	<u>\$ 5,290,511</u>	<u>\$ -</u>	<u>\$ 5,290,511</u>
<b>INCREASE IN NET ASSETS</b>	\$ 50,032	\$ 1,011	\$ 51,043
<b>NET ASSETS - BEGINNING OF YEAR</b>	<u>426,097</u>	<u>6,816</u>	<u>432,913</u>
<b>NET ASSETS - END OF YEAR</b>	<u>\$ 476,129</u>	<u>\$ 7,827</u>	<u>\$ 483,956</u>

The accompanying notes are an integral part of these financial statements.  
See independent auditors' report.

**COMMUNITY REBUILDERS  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED DECEMBER 31, 2017**

	Program Services																Supporting Services	
	Housing Subsidies	Keys Plus	LOFT	HEROS	Shelter Plus Care	Hotel	KOPWA	United Way	Veterans Per Diem Only	Supportive Services for Veterans Families	Health Care - Homeless Vet	PSH Continuances	RRK Youth	BOME/ Next Together	Other Programs	Total	Management and General	Total
<b>Salaries and Related Expense</b>																		
Salaries and Wages	\$ 167,330	\$ 192,273	\$ 30,320	\$ 25,727	\$ 186,951	\$ 89,318	\$ 40,402	\$ 71,827	\$ 95,891	\$ 141,847	\$ 94,792	\$ 29,319	\$ 145,463	\$ 96,578	\$ 14,840	\$ 1,383,044	\$ 149,729	\$ 1,532,777
Retirement Contributions	4,234	5,276	877	975	5,566	2,110	1,904	991	2,644	4,040	2,282	785	4,612	2,745	138	39,379	4,692	43,071
Employee Insurance	25,833	27,835	4,624	4,408	32,410	10,242	5,481	7,787	18,853	33,709	19,293	4,106	27,287	19,284	212	240,879	27,789	268,662
Payroll Taxes	15,509	15,649	2,937	2,360	17,078	5,493	3,458	3,044	9,167	10,187	7,873	2,427	12,955	8,317	1,957	179,181	11,432	190,613
<b>Other Expenses</b>																		
Occupancy	6,192	8,270	1,277	1,281	8,220	2,223	1,646	-	13,441	12,412	11,184	1,596	4,081	-	-	71,836	7,040	79,376
Housing Assistance	242,923	254,761	76,923	82,111	996,452	-	61,810	-	217,233	116,560	117,528	167,053	457,897	41,978	34,046	2,921,174	-	2,921,174
Credit and Collections	5,476	-	2,508	5,506	12,156	3,600	-	-	19,664	-	-	-	-	-	-	48,910	3,512	52,422
Bank and Interest Charges	-	-	-	-	-	15,926	-	14	2,088	-	-	2,050	-	-	-	19,978	5,680	25,658
Subscriptions	-	248,854	-	-	-	-	-	-	-	-	-	-	-	-	-	436,241	-	436,241
Communications	9,954	12,343	2,424	2,091	11,481	5,707	3,213	72	11,050	10,223	9,433	2,166	18,277	-	899	88,153	6,117	94,870
Outreach and Marketing	-	782	45	45	505	-	86	82	148	407	204	109	5,616	-	-	2,612	1,368	3,929
Property Maintenance	-	-	-	-	-	322,949	-	-	-	-	-	-	-	-	-	122,949	-	122,949
Office Supplies	11,657	7,991	792	816	6,308	3,117	815	2,245	5,927	5,465	13,043	835	3,426	-	2,501	64,209	39,952	95,242
Insurance	610	644	100	103	670	22,471	175	67	734	724	582	181	420	-	-	27,699	757	28,456
Professional Services	509	560	73	73	734	387	144	108	4,051	947	3,116	155	479	-	-	11,291	28,215	39,506
Training and Development	1,109	6,293	140	166	2,323	511	107	385	1,091	3,916	1,042	210	-	-	-	17,222	16,147	43,419
Program Services	6,905	22,856	231	3,039	1,099	2,444	2,463	3,310	35,585	7,239	46,687	261	13,164	-	12,914	154,593	20,763	175,356
Other Operating Expenses	-	-	-	-	720	819	-	-	-	-	277	-	-	-	-	1,626	10,251	12,077
Depreciation Expense	-	-	-	-	-	49,141	-	-	-	-	-	-	-	-	-	49,141	413	49,554
<b>TOTAL EXPENSES</b>	<b>\$ 896,330</b>	<b>\$ 1,023,717</b>	<b>\$ 125,171</b>	<b>\$ 120,223</b>	<b>\$ 1,275,011</b>	<b>\$ 334,619</b>	<b>\$ 120,802</b>	<b>\$ 47,483</b>	<b>\$ 478,914</b>	<b>\$ 348,217</b>	<b>\$ 347,676</b>	<b>\$ 209,763</b>	<b>\$ 863,768</b>	<b>\$ 290,897</b>	<b>\$ 40,283</b>	<b>\$ 5,520,658</b>	<b>\$ 341,747</b>	<b>\$ 5,862,585</b>

The accompanying notes are an integral part of these financial statements.  
See independent auditor's report.

**COMMUNITY REBUILDERS  
STATEMENT OF FUNCTIONAL EXPENSES  
YEAR ENDED DECEMBER 31, 2016**

	Program Services																Supporting Services	
	Housing Solutions	Keys First	LOFT	HEROS	Shelter Plus Care	Rental	HOPWA	United Way	Veterans Per Diem Only	Supportive Services for Veterans Families	Health Care - Homeless Vets	PSH Connections	Emergency Solutions Grants	HOME-SVA	Other Programs	Total	Management and General	Total
<b>Salaries and Related Expenses</b>																		
Salaries and Related Expenses	\$ 152,142	\$ 227,618	\$ 33,378	\$ 39,655	\$ 198,806	\$ 64,993	\$ 44,670	\$ 76,531	\$ 105,652	\$ 123,946	\$ 95,073	\$ 39,163	\$ 20,500	\$ 69,284	\$ 16,557	\$ 1,267,497	\$ 148,357	\$ 1,415,854
Retirement Contributions	4,464	6,438	1,037	797	6,004	2,211	1,502	1,283	3,559	4,472	3,199	1,167	853	2,411	585	39,296	3,871	43,167
Employee Insurance	23,710	26,345	4,473	4,112	24,373	11,739	6,598	9,395	25,704	29,949	23,030	9,018	2,069	20,213	4,106	225,601	17,518	243,119
Payroll Taxes	12,961	19,079	2,080	3,168	16,463	5,629	3,562	3,216	8,222	11,133	7,221	3,212	1,805	5,669	1,007	104,427	11,466	115,893
<b>Other Expenses</b>																		
Occupancy	7,657	7,882	2,647	1,452	5,968	2,636	1,410	-	10,567	10,233	9,541	423	-	-	-	60,396	1,379	61,775
Housing Allowance	262,486	245,409	65,116	46,935	996,475	-	62,416	-	232,683	103,314	144,687	158,734	88,273	-	31,861	2,596,389	-	2,906,389
Credit and Collection	-	-	-	-	415	3,600	-	-	10,239	-	-	-	-	-	-	14,254	-	14,254
Bank and Interest Charges	190	238	30	18	290	11,142	4	-	4,812	10	2,585	6	-	-	-	19,321	866	20,187
Subscriptions	-	198,563	-	-	-	-	-	-	-	-	-	-	9,808	-	-	208,463	-	208,463
Communications	10,946	15,094	2,773	2,664	16,438	5,365	4,252	-	11,224	10,391	9,193	603	-	-	234	89,397	4,022	93,419
Outreach and Marketing	898	804	528	537	1,140	-	67	-	957	1,783	954	-	-	-	-	7,473	2,927	9,500
Property Maintenance	-	-	-	-	-	123,400	-	-	-	-	-	-	-	-	-	123,400	-	123,400
Office Supplies	9,209	10,353	4,949	3,634	7,859	2,949	3,121	-	3,662	5,288	1,634	263	838	-	500	58,220	6,528	64,748
Insurance	-	-	-	13	-	22,477	-	-	-	-	59	-	-	-	-	22,490	3,946	26,436
Professional Services	2,218	1,000	5,524	1,463	1,424	2,178	434	-	5,325	766	3,164	4	-	-	-	19,500	21,644	41,144
Training and Development	3,194	7,172	707	823	2,831	266	211	-	1,846	4,711	1,473	88	1,862	-	31	24,330	3,228	27,558
Program Services	28,431	28,993	4,405	1,002	5,221	2,132	3,725	2,833	36,097	13,161	26,282	3,151	-	-	13,072	161,405	45,632	207,037
Other Operating Expense	557	188	54	57	672	3,397	61	-	202	167	164	105	-	-	-	5,805	8,695	14,500
Depreciation Expense	-	-	-	-	-	45,880	-	-	-	-	-	-	-	-	-	45,880	4,577	50,457
<b>TOTAL EXPENSES</b>	<b>\$ 514,833</b>	<b>\$ 784,867</b>	<b>\$ 145,991</b>	<b>\$ 146,315</b>	<b>\$ 1,297,981</b>	<b>\$ 310,664</b>	<b>\$ 135,222</b>	<b>\$ 82,438</b>	<b>\$ 460,782</b>	<b>\$ 332,664</b>	<b>\$ 330,160</b>	<b>\$ 212,929</b>	<b>\$ 125,308</b>	<b>\$ 97,577</b>	<b>\$ 65,964</b>	<b>\$ 3,804,935</b>	<b>\$ 285,596</b>	<b>\$ 4,090,531</b>

The accompanying notes are an integral part of these financial statements.  
See independent auditor's report.

**COMMUNITY REBUILDERS  
STATEMENT OF CASH FLOWS  
YEARS ENDED DECEMBER 31, 2017 AND 2016**

	<u>2017</u>	<u>2016</u>
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Received from Grants	\$ 5,631,949	\$ 4,448,157
Cash Received from Program Service Revenue	222,879	203,530
Cash Received from Rentals	303,158	316,197
Cash Received from Contributions	316,876	39,348
Cash Received from Miscellaneous	8,087	10,313
Cash Received from Interest	237	44
Cash Paid for Interest Expense	(23,740)	(15,305)
Cash Paid for Program Expenses (Excluding Interest)	(5,628,342)	(4,837,830)
Cash Paid for Management and General Expenses (Excluding Interest)	(341,747)	(285,123)
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<u>\$ 489,357</u>	<u>\$ (120,669)</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>		
Cash Paid for Property and Equipment	<u>\$ -</u>	<u>\$ (181,952)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Cash Received from Long-Term Debt	\$ -	\$ 186,542
Repayments of Long-Term Debt	(36,204)	(35,576)
Cash Received from Line of Credit	175,000	50,000
Repayments of Line of Credit	(225,000)	(25,000)
<b>NET CASH FROM FINANCING ACTIVITIES</b>	<u>\$ (86,204)</u>	<u>\$ 175,966</u>
<b>NET INCREASE (DECREASE) IN CASH</b>	<u>\$ 403,153</u>	<u>\$ (126,655)</u>
<b>CASH - BEGINNING OF YEAR</b>	<u>53,318</u>	<u>179,973</u>
<b>CASH - END OF YEAR</b>	<u><u>\$ 456,471</u></u>	<u><u>\$ 53,318</u></u>

**NON CASH TRANSACTIONS**

The Organization received \$18,552 and \$75,615 of donated goods and services for the years ended December 31, 2017 and 2016, respectively.

The accompanying notes are an integral part of these financial statements.  
See independent auditors' report.

**COMMUNITY REBUILDERS  
STATEMENT OF CASH FLOWS  
YEARS ENDED DECEMBER 31, 2017 AND 2016**

**RECONCILIATION OF CHANGE IN NET ASSETS TO NET CASH  
FROM OPERATING ACTIVITIES**

	<u>2017</u>	<u>2016</u>
<b>CHANGES IN NET ASSETS</b>	\$ 319,631	\$ 51,043
Adjustments:		
Depreciation	49,554	50,257
Changes in Assets and Liabilities:		
Accounts Receivable	57,149	(167,877)
Inventory	18,442	(24,590)
Prepaid Expenses	(735)	3,770
Accounts Payable	25,201	25,006
Security Deposits	1,410	1,842
Deferred Revenue	14,825	(66,219)
Other Accrued Liabilities	<u>3,880</u>	<u>6,099</u>
<b>NET CASH FROM OPERATING ACTIVITIES</b>	<u><u>\$ 489,357</u></u>	<u><u>\$ (120,669)</u></u>

The accompanying notes are an integral part of these financial statements.  
See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Nature of Organization**

Community Rebuilders (the “Organization”) is a nonprofit organization whose mission is to provide housing opportunities and support services to households with a housing crisis in Kent County. The Organization utilizes a housing first approach focused on rapidly re-housing homeless households by providing access to affordable housing with supports. The provision of rent assistance and housing stabilization services, such as strengths-based case management, help with employment, connecting with mainstream resources like TANF and SSI/SSDI, budget counseling, and childcare assistance etc. are utilized to assist households to obtain housing and remain stably housed. The Organization prevents households from becoming homeless through the provision of rent assistance – paying back rent and effective case management and homeless prevention planning.

The Organization operates the following programs:

*Housing Solutions Project* – this project serves individuals and families who have a severe and persistent disabling condition who are also experiencing long term or recurring homelessness. This project successfully links these households to permanent housing and the necessary supports to end their homeless and promote their improved health and wellbeing. Persons in this project have complex needs. This project reduces and removes barriers for households with mental and physical health issues, substance use issues, poor credit or financial history or past involvement with the criminal justice system. This project relies upon strong and direct referral linkages and relationships to mental and physical health providers, outreach programs and crisis response systems. Housing is provided primarily in the private rental market. The project participant contributes 30% of their income towards rent with the remainder being paid with project funds.

*Keys First Project* – this project is designed to help families quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions – like employment, income absence of criminal history, or sobriety. The resources provided are tailored to the unique needs of each household. The services emphasize each individual’s self-determination and strengths and promote long-term housing stability and self-sufficiency.

*LOFT Project* – this project serves individuals who have a severe and persistent disabling condition who are also experiencing long term or recurring homelessness. This project successfully links these households to permanent housing and the necessary supports to end their homelessness and promote their improved health and wellbeing. Persons in this project have complex needs. This project reduces and removes barriers for households with mental and physical health issues, substance use issues, poor credit or financial history or past involvement with the criminal justice system. This project relies upon strong and direct referral linkages and relationships to mental and physical health providers, outreach programs and crisis response systems. Housing is provided primarily in the private rental market. The project participant contributes 30% of their income towards rent with the remainder being paid with project funds.

*HEROS* – this project serves Veterans who have a severe and persistent disabling condition who are also experiencing long-term or recurring homelessness. This project successfully links these households to permanent housing and the necessary supports to end their homeless and promote their improved health and wellbeing. Persons in this project have complex needs. This project reduces and removes barriers for households with mental and physical health issues, substance use issues, poor credit or financial history or past involvement with the criminal justice system. This project relies upon strong and direct referral linkages and relationships to mental and physical health providers, outreach programs and crisis response systems. Housing is provided primarily in the private rental market. The project participant contributes 30% of their income towards rent with the remainder being paid with project funds.

See independent auditors' report.



**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Nature of Organization – continued**

*Shelter Plus Care* – this project serves persons experiencing homelessness who have a severe and persistent disabling condition. Although, not required, most of the participants are also experiencing long term or recurring homelessness. This project successfully links these households to permanent housing and the necessary supports to end their homelessness and promote their improved health and wellbeing. Persons in this project have complex needs. This project reduces and removes barriers for households with mental and physical health issues, substance use issues, poor credit or financial history or past involvement with the criminal justice system. This project relies upon strong and direct referral linkages and relationships to mental and physical health providers, outreach programs and crisis response systems. Housing is provided primarily in the private rental market. The project participant contributes 30% of their income towards rent with the remainder being paid with project funds.

*Rental Program* – This program expands opportunities for tenancy in the rental market by providing affordable rental units. The units are rented at or below fair market rent to individuals and families who are working to rebuild their rental histories and secure rental housing despite poverty, past evictions and poor credit histories.

*Housing Opportunities for Persons Living with Aids/ HIV Related Illnesses (HOPWA)* – this project provides housing assistance and supports low-income households living with HIV/AIDS. Assistance and services are provided to promote safe, stable housing that provides the essential foundation for successful management of HIV.

*United Way Allocation* – this project supports services that emphasize people's self-determination and strengths and promote housing stability. These services value the capacity, skills, knowledge, connections and potential in individuals and communities. These services, called Strengths-Based, produce results of long-term housing stability and increased self-sufficiency for program participants.

*VA Homeless Veterans Per Diem Program, Veteran Heights* – this project serves homeless Veterans that have been offered and accepted a permanent housing intervention and are not able to immediately enter the permanent housing. A short-term stay of generally less than 90 days in transitional housing is provided. Additional supports and case management are provided to promote an individualized goal and action plan that is focused on the needs of the Veteran and the move to permanent housing.

*Supportive Services for Veteran Families Program* – this program provides a broad range of services and housing assistance to very low-income Veterans and their families to deliver effective and efficient homelessness prevention and rapid-re-housing assistance. Five key areas of service include: 1. Outreach, engagement and admission, 2. Assessment and housing plan, 3. Participant services non-financial, 4. Participant services, financial and 5. Landlord supports.

*Health Care for Homeless Veterans, Veteran Residential Services* – This program provides housing and supports to Veterans who are at imminent risk of homelessness or currently experiencing homelessness. Participants are able to move from the streets and places unfit for human habitation into a transitional home that is safe and supportive of their health recovery needs and promotes their move to permanent housing within 60-90 days.

*PSH Connections* – this project serves individuals and families who have a severe and persistent disabling condition who are also experiencing homelessness. This project successfully links these households to permanent housing and the necessary supports to end their homelessness and promote their improved health and wellbeing. All households in this program are also receiving behavioral health services funded by Network 180.

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Nature of Organization – continued**

*Rapid Rehousing Youth Collaborative* – this project is designed to help youth age 18-24 quickly exit homelessness and return to permanent housing. Assistance is offered without preconditions – like employment, income, absence of criminal history, or sobriety. The resources provided are tailored to the unique needs of each youth. The youth are assisted to secure housing and based on each youth's unique needs, preferences and financial resources services are provided to help the youth maintain housing and increase their income and well-being. These services value the capacity, skills, knowledge, connections and potential of each youth and community. Rental assistance and services are typically not longer than 3-12 months.

*HOME/Kent Together* – this project makes housing affordable for persons at imminent risk of homelessness or currently homeless by providing short-term rental voucher assistance and supportive services to promote increased income and long-term housing stability.

*GRCF – After Hub Program* – this project is a public/private partnership that promote the health and wellbeing of Veterans by using two national programs, Healthy Minds, Healthy Bodies and the Mindful Resilience Veterans Yoga Project. This project builds the communities capacity to meet the social and physical needs of Veterans through trainings and education. Veterans are assisted to build new skills and networks that support reintegration into the community after military service.

*Emergency Solutions Grant Program* – this program engages homeless individuals and families in rapid rehousing services. Assistance is offered without preconditions – like employment, income, absence of criminal history, or sobriety. The resources provided are tailored to the unique needs of each household. Households are assisted to first secure housing and based on each family's unique needs, preferences and financial resources services are provided.

*MSHDA* – this program was a 2016 initiative between the COC and Michigan Housing Development Authority to support Ending Veterans Homelessness by the end of 2016. These funds were intended to supplement SSVF program dollars received through the Veterans Administration.

**Basis of Accounting and Presentation**

The financial statements of the Organization have been prepared on the accrual basis of accounting utilizing three classes of net assets for reporting and presentation as follows:

Unrestricted net assets represent the Organization's resources that are available for operations. For reporting purposes it is the Organization's policy to record items with temporary restrictions which are satisfied within the same reporting period as unrestricted assets.

Temporarily restricted net assets represent contributions received by the Organization which have been designated for a special purpose by the donor. Once the restrictions have been met, the contributions will be released from their restrictions.

Permanently restricted net assets represent contributions that are subject to restrictions of gift instruments requiring that the principal be maintained in perpetuity and invested. As of December 31, 2017 and 2016, the Organization had no permanently restricted net assets.

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Concentration of Funding**

The Organization receives virtually all of its funding from U.S. Federal, state and local governments. Loss of this funding would result in a substantial reduction in program services.

**Use of Estimates**

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting year. Actual results could differ from those estimates.

**Cash and Cash Equivalents**

Cash and cash equivalents consist of demand deposits and interest bearing money market accounts. Although the balances exceed the federally insured limits at certain times during the year and at year end, they are, in the opinion of management, subject to minimal risk.

**Accounts Receivable**

Accounts receivable includes amounts due from grant programs, contributions and rents due from tenants and are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts through the provision for bad debt expense and an adjustment to a valuation allowance based on its assessment of the current status of individual receivables. Balances that are still outstanding after management has used reasonable collection efforts are written off. The Organization has established an allowance of \$1,228 and \$967 for uncollectible rents for the years ended December 31, 2017 and 2016, respectively.

**Inventory**

Inventory consists of donated furniture and household goods recorded at fair market value of the items at the time of donation. These items will be distributed to program participants during 2018.

**Property, Equipment and Depreciation**

Property and equipment are recorded at cost or, if donated, at the fair market value on the date of the gift. Equipment, major improvements and renewals are capitalized if the costs exceeds \$5,000, while ordinary maintenance and repairs are expensed. Management annually reviews these assets to determine whether carrying values have been impaired. Depreciation is computed using the straight-line method over the estimated useful lives of the related assets, which generally range from 3 to 27.5 years.

**Contributions and Rental Revenue**

Contributions are recognized as revenue when promises to give are received. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence or nature of any donor restrictions. Support that is restricted by the donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets depending on the nature of the restriction. Revenues from rental income and other charges to residents are recognized in the month earned.

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – continued**

**Grant Revenue Recognition/Deferred Revenue**

Revenue from government grants qualifies as “exchange transaction” type revenue. Accordingly, government grants are recognized as revenue in the period in which expenditures are made. Grant proceeds received in advance of expenditures are recorded as deferred revenue in the statement of financial position.

**Functional Expenses**

Expenses are charged to each program based on direct expenditures incurred. Any program expenses not directly chargeable have been allocated among the programs and supporting services benefited.

**Income Taxes**

The Organization qualifies as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code and is exempt from similar state and local taxes. Accordingly, no provision has been made for income taxes in the accompanying financial statements.

With few exceptions, periods ending December 31, 2014 and thereafter are subject to U.S. tax examinations by tax authorities.

**NOTE 2 – PROPERTY AND EQUIPMENT**

The following is a summary of property and equipment as of December 31:

	<u>2017</u>	<u>2016</u>
Land	\$ 48,712	\$ 48,712
Buildings	623,312	623,312
Building Improvements	661,121	661,121
Leasehold Improvements	224,920	224,920
Transportation Equipment	21,915	21,915
Furniture and Fixtures	<u>7,576</u>	<u>7,576</u>
<b>Total Property and Equipment</b>	<b>\$ 1,587,556</b>	<b>\$ 1,587,556</b>
Less: Accumulated Depreciation	<u>1,118,882</u>	<u>1,069,328</u>
<b>NET PROPERTY AND EQUIPMENT</b>	<b><u>\$ 468,674</u></b>	<b><u>\$ 518,228</u></b>

**NOTE 3 – LINE OF CREDIT**

During 2017, the Organization renewed their line of credit agreement with a bank for \$250,000. The outstanding balance on the line of credit was \$125,000 and \$175,000 for the years ended December 31, 2017 and 2016, respectively. The line requires monthly interest payments at a rate of 0.75% above the prime rate (4.50% at December 31, 2017) but not lower than 4.50%. The line of credit is secured by all assets of the Organization and matures in October, 2018.

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 4 – LONG-TERM DEBT**

Long-term debt consists of the following obligations at December 31:

	<u>2017</u>	<u>2016</u>
Note payable to a bank, collateralized by a real estate mortgage, due in monthly installments of \$4,000 including interest at 5.70% per annum, with a final balloon payment in October, 2021.	\$ 247,924	\$ 280,565
Loan payable to Ford Motor Credit Company, collateralized by a vehicle, due in monthly installments of \$520 including interest at 6.54% per annum. This loan was paid off in 2017.	<u>-</u>	<u>3,563</u>
<b>TOTAL</b>	\$ 247,924	\$ 284,128
Less: Current Portion	<u>(34,771)</u>	<u>(36,411)</u>
<b>NET LONG-TERM DEBT</b>	<u><u>\$ 213,153</u></u>	<u><u>\$ 247,717</u></u>

Current maturities of long-term debt:

December 31, 2018	\$ 34,771
December 31, 2019	36,805
December 31, 2020	38,959
December 31, 2021	<u>137,389</u>
<b>TOTAL</b>	<u><u>\$ 247,924</u></u>

**NOTE 5 – RESTRICTED NET ASSETS**

Temporarily restricted net assets are available for the following purposes:

	<u>2017</u>	<u>2016</u>
GRCF - After Hub Program	\$ 227,429	\$ -
Veteran Programs	14,016	5,387
Housing Center Move	<u>-</u>	<u>2,440</u>
<b>TOTAL</b>	<u><u>\$ 241,445</u></u>	<u><u>\$ 7,827</u></u>

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 6 – LEASES**

During 2015, the Organization renewed their agreement to lease office space. The building lease is a five year operating lease and requires monthly payments of \$3,882. The terms of the lease require the base rent to be adjusted on the first day of each subsequent 12-month period by the lesser of the percentage change in the Consumer Price Index or 3%. This lease expires in December, 2020.

During 2015, the Organization renewed their agreement to lease additional office space. The lease is an operating lease which may be terminated at the end of any calendar year by giving 60 days prior written notice and requires monthly payments of \$1,226.

During 2017, the Organization entered into an agreement to lease space from a church to use for housing clients. The lease is an operating lease which may be terminated at any time by giving 60 days prior written notice and requires monthly payments of \$1,250. The terms of the lease require the base rent to be adjusted on the first day of each subsequent 12-month period by the lesser of the percentage change in the Consumer Price Index or 3%. This lease expires in October, 2022.

The Organization leases copy machines under an operating lease which requires monthly payments of \$859 and expires in November, 2018.

The future minimum lease obligations in effect at December 31, 2017 are as follows:

<u>Year Ending</u>	
December 31, 2018	\$ 70,745
December 31, 2019	46,584
December 31, 2020	46,584

Total lease expense was \$78,159 and \$69,287 for the years ended December 31, 2017 and 2016, respectively.

**NOTE 7 – CONTINGENCIES**

In the normal course of its activities, the Organization is a party to various legal actions and is subject to certain asserted and unasserted claims and assessments. The actual costs to the Organization, if any, in the event of an unfavorable outcome, and net of any applicable insurance recoveries, cannot be reasonably estimated at this time. Therefore, no liability has been recorded in the accompanying statement of financial position.

**NOTE 8 – EMPLOYEE PENSION PLAN**

The Organization provides a simplified employee pension plan for all eligible employees. The Organization's retirement plan contribution is equal to 3% of an eligible employee's salary for 2017 and 2016. Total pension plan expense was \$43,071 and \$43,167 for 2017 and 2016, respectively.

See independent auditors' report.

**COMMUNITY REBUILDERS  
NOTES TO FINANCIAL STATEMENTS  
DECEMBER 31, 2017 AND 2016**

**NOTE 9 – DONATED GOODS**

The Organization receives gifts in kind, such as materials, supplies and services, from private donors and corporate entities. Gifts in kind are recorded as revenue and inventory or program expense at the fair market value at the time the donations are received. The value of the gifts in kind received were \$18,552 and \$75,615 for the years ended December 31, 2017 and 2016, respectively.

**NOTE 10 – SUBSEQUENT EVENTS**

Management has evaluated subsequent events occurring after the balance sheet date and through June 22, 2018, the date these financial statements were available to be issued, and has determined that no items require disclosure.

**NOTE 11 – RECLASSIFICATIONS**

Certain reclassifications have been made to the December 31, 2016 financial statements to conform with the December 31, 2017 financial statement presentation. Such reclassifications have no effect on net income previously reported.

**COMMUNITY REBUILDERS**  
**(A Non-Profit Organization)**

**SINGLE AUDIT REPORT**

**FOR THE YEAR ENDED DECEMBER 31, 2017**



## COMMUNITY REBUILDERS

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# DOLINKA, VANNOORD & COMPANY

A PROFESSIONAL LIMITED LIABILITY PARTNERSHIP

C E R T I F I E D   P U B L I C   A C C O U N T A N T S

## **INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors  
Community Rebuilders  
Grand Rapids, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Community Rebuilders (a nonprofit organization), which are comprised of the statement of financial position as of December 31, 2017 and 2016, and the related statements of activities, and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated June 22, 2018.

### **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Community Rebuilders' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of Community Rebuilders' internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Community Rebuilders' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an

opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

DOLINKA, VANNOORD & COMPANY, PLLP

A handwritten signature in black ink that reads "Dolinka, Van Noord & Co., PLLP". The signature is written in a cursive, flowing style.

Certified Public Accountants  
Grand Rapids, Michigan

June 22, 2018



# DOLINKA, VANNOORD & COMPANY

A PROFESSIONAL LIMITED LIABILITY PARTNERSHIP

Certified Public Accountants

## **INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; INTERNAL CONTROL OVER COMPLIANCE; AND SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

Board of Directors  
Community Rebuilders  
Grand Rapids, Michigan

### **Report on Compliance for Each Major Federal Program**

We have audited Community Rebuilders' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of Community Rebuilders' major federal programs for the year ended December 31, 2017. Community Rebuilders' major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

### **Management's Responsibility**

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

### **Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of Community Rebuilders' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of *Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Community Rebuilders' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Community Rebuilders' compliance.

## **Opinion on Each Major Federal Program**

In our opinion, Community Rebuilders complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs identified for the year ended December 31, 2017.

## **Report on Internal Control Over Compliance**

Management of Community Rebuilders is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Community Rebuilders' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Community Rebuilders' internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

## **Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance**

We have audited the financial statements of Community Rebuilders as of and for the years ended December 31, 2017 and 2016 and have issued our report thereon dated June 22, 2018, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures,

including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Respectfully submitted,

DOLINKA, VANNOORD & COMPANY, PLLP

A handwritten signature in cursive script that reads "Dolinka, Van Noord & Co., PLLP".

Certified Public Accountants  
Grand Rapids, Michigan

June 22, 2018

**COMMUNITY REBUILDERS  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

Federal and Pass Through Grantor / Program Title/Project Number	CFDA Number	Approved Awards Amount	Passed Through to Subrecipients	Expenditures
<b>U.S. Department of Housing and Urban Development</b>				
Continuum of Care				
LOFT Supportive Services:				
MI-0315L5F-061404	14.267	\$ 118,824		\$ 8,438
MI-0315L5F-061505	14.267	\$ 123,748		<u>108,167</u>
Total LOFT Supportive Services				<u>\$ 116,605</u>
HEROS Supportive Services:				
MI-0345L5F-061403	14.267	\$ 125,180		\$ 19,058
MI-0345L5F-061504	14.267	\$ 130,265		<u>90,714</u>
Total HEROS Supportive Services				<u>\$ 109,772</u>
Housing Solutions:				
MI-0412L5F-061502	14.267	\$ 528,547		\$ 437,002
MI-0412L5F-061603	14.267	\$ 528,547		<u>78,107</u>
Total Housing Solutions				<u>\$ 515,109</u>
Keys First:				
MI-0415L5F-061502	14.267	\$ 840,930	\$ 248,014	\$ 709,808
MI-0415L5F-061603	14.267	\$ 840,930	<u>-</u>	<u>150,738</u>
Total Keys First			<u>\$ 248,014</u>	<u>\$ 860,546</u>
Youth RRH Collaborative:				
MI-0505L5F-061500	14.267	\$ 782,976	\$ 188,227	\$ 775,252
MI-0505L5F-061601	14.267	\$ 782,976	<u>-</u>	<u>145,657</u>
Total Youth RRH Collaborative			<u>\$ 188,227</u>	<u>\$ 920,909</u>
Passed - Through Kent County				
Shelter Plus Care Program - TRA:				
MI-0173L5F-061508	14.267	\$ 872,114		\$ 462,381
MI-0173L5F-061609	14.267	\$ 872,114		<u>401,523</u>
Total Shelter Plus Care Program - TRA				<u>\$ 863,904</u>
Shelter Plus Care Program - SRA:				
MI-0174L5F-061508	14.267	\$ 419,309		\$ 190,023
MI-0174L5F-061609	14.267	\$ 419,309		<u>210,663</u>
Total Shelter Plus Care Program - SRA				<u>\$ 400,686</u>
Total Continuum of Care			<u>\$ 436,241</u>	<u>\$ 3,787,531</u>

**COMMUNITY REBUILDERS  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - CONTINUED  
FOR THE YEAR ENDED DECEMBER 31, 2017**

Federal and Pass Through Grantor / Program Title/Project Number	CFDA Number	Approved Awards Amount	Passed Through to Subrecipients	Expenditures
<b>U.S. Department of Housing and Urban Development (continued)</b>				
Passed - Through Kent County				
Home Investment Partnerships Program				
CDBG - Community Development				
Block Grant	14.239	\$ 900,000		\$ 80,855
<b>Total U.S. Department of Housing and Urban Development</b>			<b>\$ 436,241</b>	<b>\$ 3,868,386</b>
<b>U.S. Department of Veterans Affairs</b>				
Veteran Heights - Per Diem Supportive Services:				
07-46-M1	64.024	\$ 501,401		\$ 303,820
07-46-M1	64.024	\$ 501,401		111,223
Total Veteran Heights - Per Diem Supportive Services				<u>\$ 415,043</u>
Supportive Services for Veteran's Families:				
14-MI-223	64.033	\$ 383,750		\$ 290,683
14-MI-223	64.033	\$ 379,950		92,994
Total Supportive Services for Veteran's Families				<u>\$ 383,677</u>
<b>Total U.S. Department of Veterans Affairs</b>				<u>\$ 798,720</u>
<b>Passed - Through Michigan Department of Community Health</b>				
Housing Opportunities for Persons with Aids				
20170325	14.241	\$ 153,256		\$ 103,469
20180158	14.241	\$ 155,000		33,465
Total Housing Opportunities for Persons with Aids				<u>\$ 136,934</u>
<b>Total Expenditures of Federal Awards</b>			<b>\$ 436,241</b>	<b>\$ 4,804,040</b>



**COMMUNITY REBUILDERS**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**NOTE 1 – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of Community Rebuilders under programs of the federal government for the year ended December 31, 2017. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Community Rebuilders, it is not intended to and does not present the financial position, changes in net assets, or cash flows of Community Rebuilders.

**NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

- (1) Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- (2) Community Rebuilders has elected to use the 10 percent de minimus indirect cost rate as allowed under the Uniform Guidance.

**COMMUNITY REBUILDERS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**SECTION I - SUMMARY OF AUDITORS' RESULTS**

**Financial Statements**

Type of Auditors' Report Issued

Unmodified

Internal controls over financial reporting:

Material weakness(es) identified?

\_\_\_\_\_ yes      X   no

Significant deficiencies identified not considered  
to be material weaknesses?

\_\_\_\_\_ yes      X   none reported

Noncompliance material to financial statements noted?

\_\_\_\_\_ yes      X   no

**Federal Awards**

Internal Control over major programs:

Material weakness(es) identified?

\_\_\_\_\_ yes      X   no

Significant deficiencies identified not considered  
to be material weaknesses?

\_\_\_\_\_ yes      X   none reported

Type of auditors' report issued on compliance for  
major programs:

Unmodified

Any audit findings disclosed that are required to be  
reported in accordance with 2 CFR section 200.516(a)?

\_\_\_\_\_ yes      X   no

**Identification of Major Programs**

**CFDA Number**

**Name of Federal Program or Cluster**

14.267

Continuum of Care

Dollar threshold used to distinguish between Type A  
and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

  X   yes    \_\_\_\_\_ no

**COMMUNITY REBUILDERS  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**SECTION II – FINANCIAL STATEMENT FINDINGS**

**None**

**SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

**None**

**SECTION IV – SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**None**

**SAM Search Results**  
**List of records matching your search for :**

**Record Status: Active**  
**DUNS Number: 948960398**

<b>ENTITY</b>	COMMUNITY REBUILDERS	Status: Active
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DUNS: 948960398	+4:	CAGE Code: 53YR8	DoDAAC:
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Expiration Date: 01/22/2020	Has Active Exclusion?: No	Debt Subject to Offset?: No
-----------------------------	---------------------------	-----------------------------

Address: 1120 MONROE AVE NW STE 220
-------------------------------------

City: GRAND RAPIDS
--------------------

State/Province: MICHIGAN
--------------------------

ZIP Code: 49503-1038
----------------------

Country: UNITED STATES
------------------------



1120 Monroe Ave. NW  
The Housing Hub, Suite 220  
Grand Rapids, MI 49503

Phone: 616-458-5102  
Fax: 616-458-8788  
[www.communityrebuilders.org](http://www.communityrebuilders.org)

REBUILDING HOPE

ENDING HOMELESSNESS

CREATING COMMUNITY

August 23, 2019

Ref: CoC Funding Application Question 12b

Community Rebuilders was monitored by HUD in June of 2019. However, we have not yet received the monitoring report. For that reason we are attaching our most recent monitoring by an entity other than HUD, The Salvation Army Emergency Shelter Program. Please see attached letter and monitoring report. Thank you.

Anna Diaz  
Chief Operating Officer



DOING  
THE MOST  
GOOD

June 1<sup>st</sup>, 2019

Vera Beech  
Community Rebuilders  
733 Bridge St  
Grand Rapids, MI 49503

RE: Emergency Shelter Program Monitoring

Dear Vera:

On May 3<sup>rd</sup>, The Salvation Army Emergency Shelter Program (ESP) performed a routine on-site monitoring visit of the following Salvation Army Emergency Shelter Program grant:

**20190094-00 – Community Rebuilders**

Enclosed is a copy of the completed monitoring report for your records. Within the report is a completed Monitoring Guide along with any notes/comments. At this time, there is no follow-up action required.

Questions can be directed to Emily O'Brien at 248-798-8945.



Emily O'Brien

The Salvation Army  
MDHHS Emergency Shelter Program Manager, Regions 4,5,7

16130 Northland Drive  
Southfield, MI 48075  
(248) 443-5500  
[www.salusna.org](http://www.salusna.org)

Brian Pedder, Colonel  
T. Bradford Bailey, Regional Commander  
John E. Garner, Regional Commander

"THERE IS NO REWARD EQUAL TO THAT OF DOING THE MOST GOOD TO THE MOST PEOPLE IN THE MOST NEED." - EVANGELINE BOOTH

Michigan Department of Health and Human Services  
Emergency Shelter Program

MONITORING GUIDE  
SHELTER PROVIDER

Organization Name	Community Rebuilders Housing Connection Center (HCC)
Contract #	20190094-00
Operating Year	FY19
Monitoring Completed By	Emily O'Brien
Date(s) of Monitoring	May 3 <sup>rd</sup> , 2019

A. PROGRAM PARTICIPANTS

1. Do the program records document that households met the eligibility criteria that is outlined in the Memorandum of Agreement?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> Each program record included the Emergency Shelter Program Applicant Self-Certification of Homelessness form. This is signed and dated by the applicant and the Housing Resource Specialist.			
2. Does the shelter provider have a Refusal Policy that aligns with what is outlined in the Memorandum of Agreement? Please state current Refusal Policy being practiced. Provide documentation of any refusals.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> A household may be denied only if the household had been disruptive, violent or has put themselves or someone else in an unsafe situation. Denial of services is very rare. The Housing Resource Specialist will converse with the household in regards to the incident and in most cases, the visitor is able to continue their stay with the understanding that if the situation occurs again, further action may be required.			
3. Does the shelter provider make every attempt to practice shelter diversion for households seeking assistance? Provide examples of how this is done.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> The Diversion conversation starts at the Coordinated Entry entity, The Salvation Army - Social Services of Kent County (HAP). Diversion also occurs during intake at Community Rebuilders and throughout the visitor's stay at the HCC. The Housing Resource Specialist may ask the visitor about other alternative housing options. An example of this may be "can you stay with your friend you stayed last night with if that friend knew you would be housed quickly?" Staff also may practice mediation if requested by the visitor.			
4. Are program participants coming from the target population identified to be served, i.e. men, women and children, youth, etc.?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> Community Rebuilders Housing Connection Center serves men, women and families. The HCC is able to accommodate households of any composition (i.e. single dad with children, single mom with children, a couple with children, a couple, individual).			

5. Do program records indicate that households did not exceed the ninety (90) night limitation of stay?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> Program records indicate that the households did not exceed the ninety-night limitation of stay. The average length of stay is less than 65 days.			
6. Do program records document that households had a VI-SPDAT assessment completed that follows the procedure of the local Coordinated Entry System?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> The VI-SPDAT is conducted over the phone at HAP through Kent County's Coordinated Entry System. Once the VI-SPDAT has been completed, HAP will place the household on the community's prioritization list. Community Rebuilders HCC staff works with HAP staff to ensure the most appropriate housing intervention is occurring with all households.			
7. Do program records document that households had a VI-SPDAT assessment completed within 6 months prior to the date of intake?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> Because the VI-SPDAT is conducted at HAP within the initial phone call, Community Rebuilders HCC staff would not need to complete this assessment with the household. All staff at HCC are trained on the VI-SPDAT for when, in very rare cases, a household had not received the assessment in over six months of the date of intake.			
8. Do program records document that information and referral services consistent with the Department of Agriculture were provided for households that are in the rapid rehousing or permanent housing intervention range?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> When a household is assessed to be within the rapid rehousing or permanent housing intervention range, Community Rebuilders HCC staff assist the household financially. Services are still provided to the household. This may look different regarding immediate needs. Community Rebuilders staff refer households to community resources as well as leading a guided group on housing every Wednesday. This is an opportunity for past visitors to share their story to help guide visitors in HCC locate safe, affordable housing.			
9. Do program records document that progress notes are reflective of case management and service provided?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
<b>Describe the Basis for Conclusion:</b> Each household is linked to a community resource upon entrance into the Community Rebuilders HCC. The Housing Resource Specialist, representative of the program the household is linked to, records the visitor's case plan(s) and case notes in HMIS. This is then printed from HMIS and put into the visitor file upon exit.			



## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## 7A. In-Kind MOU Attachment

Document Type	Required?	Document Description	Date Attached
In-Kind Match MOU	No		

## Attachment Details

### Document Description:

## **7D. Certification**

### **A. For all projects:**

#### **Fair Housing and Equal Opportunity**

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance.

It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

**Additional for Rental Assistance Projects:**

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR part 578 or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

**B. For non-Rental Assistance Projects Only.**

**15-Year Operation Rule.**

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

**1-Year Operation Rule.**

Applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provide

**Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.**

**Name of Authorized Certifying Official:** Vera Beech

**Date:** 08/23/2019

**Title:** Executive Director

**Applicant Organization:** Community Rebuilders

**PHA Number (For PHA Applicants Only):**

**I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. I am aware that any false, fictitious, or fraudulent**

X

**statements or claims may subject me to criminal, civil, or administrative penalties . (U.S. Code, Title 218, Section 1001).**

☐

**Active SAM Status Requirement.**  
**I certify that our organization has an active System for Award Management (SAM) registration as required by 2 CFR 200.300(b) at the time of project application submission to HUD and will ensure this SAM registration will be renewed annually to meet this requirement.**

☒

## **8B. Submission Summary**

**Applicant must click the submit button once all forms have a status of Complete.**

**Applicant must click the submit button once all forms have a status of**

New Project Application FY2019	Page 61	08/23/2019
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**Complete.**

Page	Last Updated
1A. SF-424 Application Type	No Input Required
1B. SF-424 Legal Applicant	No Input Required
1C. SF-424 Application Details	No Input Required
1D. SF-424 Congressional District(s)	08/21/2019
1E. SF-424 Compliance	08/21/2019
1F. SF-424 Declaration	08/21/2019
1G. HUD 2880	08/21/2019
1H. HUD 50070	08/21/2019
1I. Cert. Lobbying	08/21/2019
1J. SF-LLL	08/21/2019
2A. Subrecipients	08/23/2019
2B. Experience	08/23/2019
3A. Project Detail	08/23/2019
3B. Description	08/23/2019
3C. Expansion	08/21/2019
4A. Services	08/22/2019
4B. Housing Type	08/23/2019
5A. Households	08/22/2019
5B. Subpopulations	No Input Required
6A. Funding Request	08/21/2019
6C. Leased Units	08/22/2019
6D. Leased Structures	08/22/2019
6E. Rental Assistance	08/22/2019
6F. Supp Srvcs Budget	08/22/2019
6G. Operating	08/22/2019



<b>6H. HMIS Budget</b>	08/21/2019
<b>6I. Match</b>	08/23/2019
<b>6J. Summary Budget</b>	No Input Required
<b>7A. Attachment(s)</b>	No Input Required
<b>7A. In-Kind MOU Attachment</b>	No Input Required
<b>7D. Certification</b>	08/23/2019