



**RECEIVED**  
By cpyott at 3:41 pm, Feb 26, 2018

**Fiscal Year 2018  
HUD Entitlement Grant Program  
FUNDING APPLICATION**

**PUBLIC FACILITIES/INFRASTRUCTURE PROJECTS**

**SUMMARY INFORMATION**

**GENERAL INFORMATION**

Applicant Legal Name:	Downtown Ithaca Children's Center
Project Name:	Final Phase Compliance for Heating and Roofing
Amount of Funding Requested:	\$29,300

**PROJECT INFORMATION**

Location of project:	DICC, 506 First Street. Ithaca. New York 14850		
Goal(s) of the project (be specific and succinct):	To ensure the safety and wellness of children and staff; To comply with OCFS regulations for building operations; To maintain programming and operations for continued business		
Priority need(s) the project will address (Consolidated Plan):	Youth Services		
Total number of people who will be served:	85 children, 30 staff	% below 80% AMI:	52% free/reduced lunch
Characteristics of people who will be served (i.e., youth, elderly, disabled, formerly incarcerated, homeless, etc.):	Children ranging in ages from 6 weeks to 12 years with the majority of enrollees from infant to preschool age; diverse race and ethnicity; 52 % impacted by poverty; children with disabilities; single parents and foster care placements; homeless families in need of care; ESOL and refugees		
Proposed use of requested funds (i.e., professional fees, construction, staff salaries, etc.)	Funds will go directly to the materials and labor necessary to complete the final phase of the heating project from 2016 and the new roof needs.		
Total project cost:	\$29,300	Leverage (divide total funding from other sources by amount requested):	0

**CONTACT INFORMATION**

<b>Head of Agency Information</b>	
Name:	Denise Gomber
Title:	Executive Director
Address:	506 First Street. Ithaca. New York 14850
Phone Number:	607-272-7117
E-Mail Address:	denise@dicc.org
<b>Application Contact Information</b>	
Name:	
Title:	
Address:	
Phone Number:	
E-Mail Address:	

## PROJECT DESCRIPTION

In the space below, provide a clear project summary that includes a description of the proposed project. Include the census tract number within which the project will be located (see Application Instructions).

The Downtown Ithaca Children's Center has been providing quality care for children and families in the Ithaca Community since the 1970's. We offer full time care and drop in reservation care for 85 children. It has been a resource to families who otherwise would not have access and resources for care and education. It also represents an inclusive environment which is characteristic of the world in which children and families live. We are a diverse community in terms of race, ethnicity, class, ability, gender, language, beliefs and family choices. We have maintained programming and operations which has kept families in the work force as a result of our options. We sustain ourselves through family fees, grants, donors, fundraising, DSS subsidies and other various contributors. We could not continue without this support.

The building needs support. Decades of providing excellent care and education has taken its toll on our facility and we are in need of large scale repairs for safety, wellness, continuation of offerings and compliance with the Office of Children and Family Services who governs our licensing.

We are in need of support for one remaining projects which is phase 2 from 2017:

Roof repair and replacement is a priority need as well. We have worked over the years on repairs. We now find ourselves in a situation of both repair and replacements of the outside rubber roof of our building. We can no longer continue with temporary solutions to remediate leaking, flooding and deterioration of the roof.

We have accessed our operating budget as much as possible, yet it has eroded our overall needs for ongoing costs. We need help given the percentage of these costs within our non-profit guidelines and realities. We are at the midpoint review from OCFS. This is part of our compliance target for continued licensing.

DICC is located in census Tract 8. #3610938077000800.

**PROJECT DESCRIPTION (cont.)**

Explain how the amount of funding requested is justified, taking into account other available sources of funding for the project type. Explain how and when the cost estimates for the project were prepared. Provide the name, title, company name, and qualifications of the individual who prepared the cost estimates.

ARDM Enterprise provided an estimate for the roofing needs on 2/10/17 for total of 49,000. This is a long standing LLC in Ithaca NY and comes highly recommended from small and large business and private operators.

\* ARDM Enterprise is prepared for compliance with NYS and IURA requirements noted in the 2016 grant.

In working with IURA, they requested two phases due to fiscal limitations. Phase 1 targeted for 2017-2018. This request is Phase 2 targeted for 2018-2019.

Is the proposed activity located in the Flood Hazard Area? Yes  No

- If so, in the space below, describe how your plans for the project take this into account.

Does the project require coordination with, or the participation of, another entity or organization? If so, how will you ensure the project's successful and timely completion?

The project does not require participation of any other organizations.

## POPULATION SERVED & PROJECT IMPACT

Describe the population the project will serve, being sure to include income levels (i.e., 30% AMI, 50% AMI, 60% AMI, and 80% AMI), and any special needs characteristics (e.g., disabled, elderly, homeless). How has the project been designed to address the specific needs of this population?

DICC provides care to 85 children and families. At least 50% of the families are impacted by poverty and are noted as eligible for free and reduced lunch. We provide access and resources that would otherwise not be available to families. This keeps mothers, fathers and caregivers in the work force within our community. It establishes wellness, food, health, education, care and sustainability for the quality of life. Children with disabilities are included in every classroom and they receive support services on site. Refugee and ESOL families attend at our center and both maintain and share their cultural attributes and strengths while learning others. The learning certainly is reciprocal. Many of our families are foster care and other family care placements and we work closely with all community supporters. Our race, gender and ethnicity representation is quite diverse across children, families and staff.

We extend out to our community in a variety of ways, which offers opportunities in addition to placements. Some initiatives include: internships for youth ages 16 - 21 interested in early care and education; adult education; resource and agency collaborations; flexible scheduling for work and education; health and nutrition collaborations for families; vegetarian food service; volunteer options; course credits and scholarships for continuing education and more.

We live our tradition and mission and adapt our actions to meet the strengths and needs of those with whom we are in relationship. The work outlined in this proposal allows us to continue our existence.

Explain the project goal(s). How will each goal be measured and documented to confirm whether or not the goal has been met?

Measurable results include:

A roof over our heads that is in compliance with all governing codes.

High quality early care and education as a result of a healthy and conducive environment for teaching and learning

Total project completion that keeps DICC licensed and in operation for our community which in turn results in the following:

- 99% of families impacted by poverty remain in the work force
- 10 out of 32 interns/staff are enrolled in continuing higher education
- children transitioning to kindergarten demonstrate 91% readiness skills
- 100% enrollment
- waitlists at each age level
- increased community collaborations

**POPULATION SERVED & PROJECT IMPACT (continued)**

Will your project advance the City's goal of ending and preventing homelessness? How?

DICC creates opportunity for full day and/or drop in reservation care which supports families in the search of or maintaining of employment. Sustainable employment because of consistent care supports income and ability for affordable housing.

Will your project advance the City's goal of moving people out of poverty? How?

These repairs and improvements allow DICC to continue to provide high quality care and education, which in turn supports families to stay employed and in the work force. It creates choice, access and wellness for families. Additionally, research shows that early childhood education lays a foundation for young children to achieve school success and financial stability later in life. Recent evidence indicates that high quality preschool programs positively impact language, literacy, math, science and critical thinking skills for children living in poverty. Rigorous assessment and curriculum and longitudinal follow up results show a 91% growth and sustainability rate. Specific improvements in school readiness were noted for racial and ethnic groups including Hispanic and African American children (Weiland, C. & Yoshkiow, II. 2013 Child Development).

Other factors that impact families are the experiences of leadership through other offerings that were noted at DICC - adult education, continuing education credits, work jobs, participation on boards, decision making for the workings of DICC and more. These types of opportunities support families impacted by poverty to gain agency and engagement in policies and decision making that otherwise may take place without their input and leadership. It is this empowerment that assists families to escape poverty and share their expertise and strengths in other systems and settings they encounter. They have voice, choice and options.

DICC is highly committed to the elimination of poverty and views of race, ethnicity, class, language, abilities, gender and anti-bias factors as strengths and contributing factors to social, academic, work and personal success and not as barriers to success.

## ORGANIZATIONAL CAPACITY

Describe your organization's experience in successfully implementing projects of similar scope and comparable complexity to the proposed project.

DICC maintains a positive working relationship with our OCFS regulators and local contractors to ensure that we perform necessary maintenance and repairs as needed. We have survived flooding, paving and multiple repair experiences in our history. We have been awarded IURA funds in prior years. We have learned the requirements and expectations of all of our funders and oversight collaborators. We are well positioned to fulfill all that is required and expected of us.

Describe your staffing plan for the proposed project. Indicate what percentage of each staff member's time will be allocated to this project and how many other projects, in addition to the one proposed, each staff member will be responsible for. If you are requesting funds to pay for staff salaries, please explain how the proposed project will be impacted if full funding is not awarded.

The work itself will not involve teaching staff and will be performed outside of program hours. The contractors will be completing the work and are familiar with our facility. The Executive Director will be the primary staff person responsible for assuring the contracts are accurately followed and implemented. She will be working in close collaboration and communication with the contractors to effectively fulfill all commitments in the proposals. She will work with identified IURA staff as well to assure compliance and delivery of all aspects of the grant award. Operations Manager will facilitate all billing/invoicing and related tasks.

**PROJECT BUDGET**

**\*\*\* You must complete the Excel form that accompanies this document. \*\*\***

**PROJECT SCHEDULE**

Month	Specify Project Milestone/Actions Completed	Cumulative Amount of CDBG Funds Expended	% of Project Budget
November 2018	Roofing Repairs Completed	\$29,300	100%
December 2018			
January 2019			
February 2019			
March 2019			
April 2019			
May 2019			
June 2019			
July 2019			
August 2019			
September 2019			
October 2019			
November 2019			
	TOTAL:	\$29,300	100%

**① Note:** Assume contracts will be executed by NOVEMBER 1, 2018, so that funds may be drawn that month.

## CERTIFICATION & SUBMISSION REQUIREMENTS

By checking this box and providing the following information, I certify the statements made in this application are true and correct, and I am authorized to submit this application on behalf of my organization.

Denise Gomber	2/26/18
Name Downtown Ithaca Children's Center	Date Executive Director
Organization denise@dicc.org	Title/Role 607-272-7117
E-Mail Address	Phone Number

Is your organization a 501(c)(3)? Yes  No

Federal Tax ID: 16-1080409

DUNS #: \_\_\_\_\_

**Required Attachments:**

- Excel budget page(s)
- Resumés of key staff and/or consultants who will be responsible for this activity
- List of your organization's current board members
- Architectural drawings, including site plan
- Copies of all environmental reports and related documents (e.g., SHPO review) completed to date
- Cost estimates prepared by a qualified third party (architect, engineer, etc.)
- Letter(s) of commitment from any individuals or entities (outside your own organization) whose participation is required for project completion
- Evidence of commitment for any funds indicated as "secured" in your project budget
- Most recent Form 990 or tax returns for the applicant entity

**Optional Attachments:**

- Letters of support
- Program materials (e.g., brochures, program guidelines, or outreach materials)

**Submission Requirements:**

- One (1) ORIGINAL of the complete application, including all attachments
- Twelve (12) double-sided 3-HOLE PUNCHED CLIPPED COPIES of the complete application, including all attachments except Form 990/tax return
- One (1) ELECTRONIC PDF COPY of the application, including all attachments, on a disc or a flash/thumb drive
- Complete application packages must be received by noon, February 28, 2018 at the following address:

Ithaca Urban Renewal Agency  
3<sup>rd</sup> Floor, City Hall  
108 E. Green Street  
Ithaca, NY 14850

- Applications will be date- and time-stamped upon arrival. Applications received after the deadline will not be considered.



**PUBLIC FACILITIES PROJECT BUDGET - PERMANENT FINANCING**

Note: Please complete separate "Public Facilities - Constr." tab for construction financing, if applicable.

**SOURCES - PERMANENT FINANCING**

FUNDING SOURCE TITLE		AMOUNT SECURED*	AMOUNT UNSECURED	% OF TOTAL BUDGET
1.	FY2018 CDBG/HOME		\$29,300.00	100.00%
2.				0.00%
3.				0.00%
4.				0.00%
5.				0.00%
6.				0.00%
7.				0.00%
8.				0.00%
9.				0.00%
10.				#DIV/0!
11.				#DIV/0!
12.				#DIV/0!
<b>TOTAL SECURED &amp; UNSECURED FUNDING</b>		<b>\$0.00</b>	<b>\$29,300.00</b>	<b>#DIV/0!</b>
<b>TOTAL PROJECT BUDGET</b>		<b>\$29,300.00</b>		<b>100%</b>

<b>LEVERAGE OF SECURED FUNDING PERCENTAGE</b>	<b>0.00%</b>
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\* Supporting documentation is required for amounts listed as secured.

**USES**

PERSONNEL EXPENSES: POSITION TITLES	PROPOSED CDBG/HOME	PROPOSED OTHER	TOTAL
			\$0.00
			\$0.00
			\$0.00
<b>A-TOTAL PROPOSED PERSONNEL BUDGET</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

NON-PERSONNEL EXPENSES: LINE ITEM/TYPE	PROPOSED CDBG/HOME	PROPOSED OTHER	TOTAL
Acquisition			
Construction	\$29,300.00		\$29,300.00
Construction Contingency			\$0.00
Hazmat Abatement			\$0.00
Architectural & Engineering Fees			\$0.00
Other Professional Fees			\$0.00
Other (list below):			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>B-TOTAL PROPOSED NON-PERSONNEL BUDGET</b>	<b>\$29,300.00</b>	<b>\$0.00</b>	<b>\$29,300.00</b>
<b>(A+B) TOTAL PROPOSED PROJECT BUDGET</b>	<b>\$29,300.00</b>	<b>\$0.00</b>	<b>\$29,300.00</b>

**PUBLIC FACILITIES PROJECT BUDGET - CONSTRUCTION FINANCING**

**SOURCES - CONSTRUCTION FINANCING**

FUNDING SOURCE TITLE		AMOUNT SECURED*	AMOUNT UNSECURED	% OF TOTAL BUDGET
1.	FY2018 CDBG/HOME		\$29,300.00	100.00%
2.				0.00%
3.				0.00%
4.				0.00%
5.				0.00%
6.				0.00%
7.				0.00%
8.				0.00%
9.				0.00%
10.				#DIV/0!
11.				#DIV/0!
12.				#DIV/0!
<b>TOTAL SECURED &amp; UNSECURED FUNDING</b>		<b>\$0.00</b>	<b>\$29,300.00</b>	<b>#DIV/0!</b>
<b>TOTAL PROJECT BUDGET</b>		<b>\$29,300.00</b>		<b>100%</b>
<b>LEVERAGE OF SECURED FUNDING PERCENTAGE</b>		<b>0.00%</b>		

\* Supporting documentation is required for amounts listed as secured.

**Denise M. Gomber**  
**Leadership and Coaching Consultant, LLC**  
**P.O. Box 602**  
**Dryden, New York**  
**[dgomber1@twcny.rr.com](mailto:dgomber1@twcny.rr.com) 607-220-3570**

**Career Focus:** To lead and support individuals, organizations and collaborators in their efforts to optimize and accelerate all core strengths while simultaneously work through challenges that impact the workplace vision, mission and goals; to establish goals that focus on accomplishments and improvements through practices, policies and sustainable solutions; to foster collaboration, responsiveness, relationship development, systemic support and effective intentions and impacts for continuous growth and development

## **EDUCATION**

### **State University of New York College at Cortland**

September 1991 – May 1993

School Administration and Supervision, Certificate of Advanced Study

### **Ithaca College**

January 1979 – May 1980

Master of Science – Speech Pathology

### **State University of New York College at Plattsburgh**

September 1974 – May 1978

Bachelor of Arts – Teacher of the Speech and Hearing Handicapped/Elementary Education

## **WORK EXPERIENCE**

**July 2015 – Current**

### **Executive Director, Downtown Ithaca Children’s Center**

Responsibilities: oversight of all functions of the early childhood care and education at DICC; staff supervision; family involvement; fiscal and business functions; approval and licensing processes; maintenance and grounds supervision; all compliance requirements for children and adults; partnerships with families, agencies, funders, board members and collaborators; grant writing; supervision of internships and special projects with higher education partners; program oversight

### **Adjunct Instructor – SUNY Binghamton Department of Education and Continuing Education**

Responsibilities: teaching at the undergraduate and graduate level education courses and seminars; supervise internships for student teaching and administrative internships; course and syllabus development; workshops; coaching; program advisor

**July 2012 – Current– Self-employed Leadership and Coaching Consultant**

academic intervention; curriculum and assessment design and analysis; inclusive education development; family partnerships and workshops; staff development for diversity, equity and inclusion

#### **LEADERSHIP INITIATIVES**

- New York State staff developer for Universal Prekindergarten program design and evaluation
- Targeted staff development at local, state and national levels for early childhood education (see grant awards)
- National Multicultural Institute certification for culturally responsive teaching and education
- New teacher orientations for curriculum, assessment and cultural competency
- New Administrators Training and Mentoring
- New York State assessment liaison for curriculum and assessment for the NYS Standards
- Higher education partnerships for teacher training at school sites
- Partnership with Cornell University Nano-biotechnology Department for STEM programming
- Collaboration with Ithaca College and Cornell University for Martin Luther King Scholars and Black Engineers tutoring programs
- Portfolio assessment in early childhood education
- Academic Intervention Services integration
- Response to Intervention Pilot program implementation and committee leadership
- Positive Behavior Intervention Systems program implementation and committee leadership
- Professional Learning Communities pilot programs
- State wide work with Schools in Need of Improvement - grants and evaluations

#### **GRANT AWARDS (Ranging from \$25,000 to \$2,000,000)**

- National Multicultural Institute – Teacher Training for Culturally Competent Practices
- Private foundation grants include: food sustainability programs; family partnerships; community based collaborations; early childhood playground builds; curriculum and assessment designs ; systems thinking in private and public education Prek – Grade 12
- NYSED On-Line Early Childhood Mentoring Program
- NYSED Comprehensive School Reform – Extended Day Programming
- NYSED Targeted Staff Development – Quality Practice in Early Childhood and Universal Prekindergarten Start Up Programs
- Federal grant for 21<sup>st</sup> Century Schools
- Title I Innovative Projects for Inclusive Practice
- Integrated Preschool Special Education – Department of Education
- Local awards for Head Start Family Reading Project
- Local awards for Fresh Fruits and Vegetables Program
- English Language Learners – Effective Practices and High Achievement - Department of Education

#### **PROFESSIONAL AFFILIATIONS**

- Ithaca College Teacher Preparation Committee
- Ithaca Public Education Initiative
- Equity and Inclusion Leadership Council
- Association for Supervision and Curriculum Design
- School Administrators Association of New York State
- President New York State Prekindergarten Administrators Association
- New York State Assessment Liaison Work Group
- Learner Centered Initiatives – Professional Learning Community Liaisons

## 2017 Downtown Ithaca Children's Center Board of Directors List

Position	First Name	Last Name	Occupation/Employer	Membership	Yrs on Board
President	Craven	Devin	Director, Regulatory & Clinical Affairs, Rheonix, Inc	Parent	1
Vice President					
Treasurer (Interim)	Shaianne	Osterreich	Economics Professor, Ithaca College	Parent	1
Secretary	Courtney	Gray	Clinical Associate Professor/Athletic Trainer, Ithaca College	Community	6
Member	Lisa	Bontempi	CSE Chairperson, Ithaca City School District	Community	7
Member	Emilee	Greene	Teacher, Cayuga Seneca Action Agency, Head Start	Community	1
Member	Judy	Kugelmass	Associate Professor Emeritus (Retired), Binghamton University, Graduate School of Education	Community	1.5
Vacant					
Vacant					
Vacant					
Vacant					
<b>Committees:</b>					
<b>Program Committee</b> Lisa Bontempi (chair), Judy Kugelmass, Denise Gomber					
<b>Personnel Committee</b> Shaianne Osterreich (chair), Executive Committee					
<b>Nominating (Governance) Committee</b> Devin Craven (chair)					
<b>Finance Committee</b> Shaianne Osterreich (chair), Denise Gomber					
<b>Fundraising Committee (Playground)</b> Courtney Gray, Lisa Bontempi (co-chairs), ALL					

# ARDM Enterprises, LLC

917.773.0379 ~ [ardmalone15@gmail.com](mailto:ardmalone15@gmail.com) ~ PO BOX 552, Ithaca, NY 14850



**DATE:** February 10, 2017  
**CLIENT:** Downtown Ithaca Children's Center  
506 First Street  
Ithaca, NY 14850  
**FROM:** Tanisha Malone  
Estimator  
**RE:** Outside Roof Repair and/or Replacement

In regards to the preparation, repair and/or replacement of the outside rubber roof of the above referenced property, ARDM Enterprises, LLC, proposes to furnish materials and labor necessary for project completion at the following price:


<b>BID AMOUNT: \$49,000 USD</b>	2017 Phase 1: 19,700	2018 Phase 2: 29,300
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This amount includes material costs of approximately \$19,000, with remaining costs to include labor, cleanup and removal of debris.

DATE: 11-28-17

BY:   
ARDM Enterprises, LLC

DATE: 11/28/17

BY:   
DICC Representative

**Acceptance of Bid Proposal:** By signing DICC agrees that the above prices, specifications and conditions are satisfactory and are hereby accepted. In this case, ARDM is authorized to do the work, as specified.