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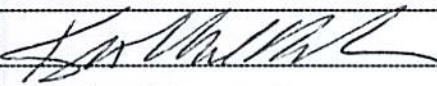
APR 24 2009

LOUISIANA HOUSING
FINANCE AGENCY

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REQUEST FOR IDEAS

PROVIDER'S SIGNATURE FORM

RTWO2

Name of Provider:	Rebuilding Together New Orleans
Region of Interest:	Region 1
Signature of Authorized Person:	
Type or Print Name of Authorized Person:	Kristin Gisleson Palmer
Title of Authorized Person:	Executive Director
Street Address:	923 Tchoupitoulas
P.O. Box Number:	
City, State, & Zip Code:	New Orleans, LA 70130
Contact Person:	Kristin Gisleson Palmer
Telephone Number w/Area Code:	(504) 636 - 3063
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Bidder's Federal Employers ID Number:	72-0760857
Partners:	Rebuilding Together, Inc.
Completion Time:	8:45 AM
Date:	April 24th, 2009



**Louisiana Housing Finance Authority
Weatherization Assistance Program MAX Proposal**

I. Program overview

1. Regions to include parish provider intends to deliver services, for both mandatory and optional services

Rebuilding Together New Orleans serves Region 1 according to the regions set forth by the Louisiana Association of Planning Districts. Within Region 1, Rebuilding Together New Orleans (RTNO) primarily serves 7 targeted neighborhoods within Orleans Parish – Hollygrove, Broadmoor, Mid-City, Gentilly, Faubourg St. Roch, Esplanade Ridge/Treme and Holy Cross, however weatherization will be provided to homeowners in other neighborhoods within Orleans Parish. Please note that Rebuilding Together New Orleans is a local affiliate of Rebuilding Together, Inc. and this application is in no competition with that of our parent organization.

2. Number of units, type of units provider can weatherize

Rebuilding Together New Orleans (RTNO) works with low-income elderly or disabled homeowners within our 7 target neighborhoods to promote community revitalization and fight gentrification. All units must be owner-occupied single or multi-family units with all units occupied by qualified low-income, elderly, disabled family members, caretakers or first responders. RTNO has the capacity to weatherize 100 units per year (300 units total) with \$2,070,000 of assistance from LHFA WAP MAX.

II. Experience and Capability

1. Organizational Capacity

Rebuilding Together New Orleans (RTNO) is a program of the Preservation Resource Center of New Orleans and a local affiliate of Rebuilding Together, Inc., the largest volunteer-based home rehabilitation non-profit in the United States. Since 1988, RTNO has provided free home repair services to low-income elderly or disabled homeowners throughout Orleans Parish to ensure residents live in safety, warmth and dignity.

After Hurricane Katrina struck in 2005, RTNO redesigned our program to meet the increased needs of the community. Whereas the pre-Katrina program centered around two weekends in October using local volunteers (formerly called Christmas in October), RTNO now works throughout the year utilizing volunteers from across the country. In 2007, RTNO reintroduced the October Project as homage to our local resident determined to rebuild their own lives, and those still struggling to recover.

With the increased need for home repair services in New Orleans, RTNO expanded quickly from 2 full-time staff members to our current size – 17 full-time and 3 part-time paid staff members and 54 full-time AmeriCorps State, National and VISTA volunteers. With this increased capacity, RTNO is able to leverage public, private and corporate funds and has provided home repair services to 182 families, utilizing almost 11,000 volunteers from around the country since 2005. Our goal for 2009 is to complete 200 home renovations, including 100 thorough weatherization projects (60% RTNO projects, 40% community guided projects) to ensure the safety and sustainability of each homeowner's return.

To be eligible for our program, an individual must have owned his or her home pre-Katrina; live in one of our seven target neighborhoods; be at least 62 years old or physically

disabled; and have an annual income at or below 80% of the Area Median Income. After Hurricane Katrina, RTNO altered its guidelines so that first responders of any income level and age may qualify for our program. Homeowners apply through our formal intake process, which begins when neighborhood association volunteers canvass their community with RTNO flyers. Representatives from the neighborhood association help homeowners complete an intake form, or the RTNO Intake Manager accepts applications over the phone.

For weatherization assistance, RTNO will also accepted a limited number (approximately 40%) of Weatherization Special Project (WSPs) applications to serve homeowners that do not qualify for our program due to age, location of the home or employment. WSP applications will be accepted based on need, energy burden, and family composition with preference to those with small children, the elderly or infirm and recommendation from neighborhood associations.

If a homeowner meets our eligibility requirements, an RTNO Construction Manager (CM) performs a technical evaluation of the house and develops a budget which includes all weatherization modifications to be included. Members of the respective neighborhood associations vote on which homes are accepted into the program during Site Selection Committee meetings to ensure those with the greatest need are reached first. This ensures that each community has a voice in projects relating to their neighborhood. Prior to starting the renovation, the homeowner attends a pre-construction meeting with the assigned CM to sign a contract of agreed-upon repairs to confirm a mutual understanding of the workscope. At this point, RTNO begins to solicit donors since we do not open a house until funding has been secured. Next, the CM hires contractors to perform skilled work that require a professional license, such as electrical, plumbing, roofing and certain weatherization tasks such as installation of energy efficient HVAC systems or other mechanical systems.

Meanwhile, the RTNO Volunteer Coordinator finds a group of volunteers to work on the house and bring the project to completion. We assess the skill set of each volunteer group and place them on worksites according to appropriate work scopes. Volunteers work under the guidance of AmeriCorps Direct volunteers, who are assigned as House Captains for each house and are supervised by our experienced CMs. Once the designated work scope has been completed, the homeowner signs a homeowner satisfaction form stating that the family is pleased with the outcome and all repairs stated on the pre-construction agreement have been completed to satisfaction.

RTNO receives support from the City of New Orleans in the form of a Community Development Block Grant. As the recipient of public dollars, RTNO strives to ensure complete transparency and accountability for all programs and services. Following in these stringent guidelines, all homeowners, potential project sites and sub-contractors must pass rigorous criteria to ensure quality and efficiency of the program. All homes must pass an Environmental Review, all supplies must have multiple bids and our accounting department receives a voluntary audit annually. Because RTNO has received CDBG support for many years, these systems and procedures are already in place, uniquely positioning RTNO to quickly and easily create the addition of a weatherization program.

2. Facilities

RTNO owns and operates three mixed-use warehouse spaces in Faubourg St. Roch. Our main warehouse is a 34,000 sq. ft. property that is at the heart of our operations, uniquely positioning RTNO to maximize our capacity for home repairs. All RTNO building supplies are housed and organized in the warehouse, allowing the discounted purchase of materials in bulk to keep program costs down. In-kind donations of materials can also be accepted and allocated

to individual houses while being tracked by our Supply Manager who oversees all warehouse operations. This facility also houses our Deconstruction & Salvage program which features a salvage yard and deconstruction service that provide supplemental program-supporting income and a steady stream of reusable materials for RTNO renovation projects.

In 2008, RTNO purchased a supplemental warehouse facility adjacent to our primary facility at 1239 St. Ferdinand which includes additional warehouse space, a brick yard and a two-story historic duplex to be used as volunteer housing, mill shop to rework salvaged materials through a training program for at-risk youth, and a community center open to the public.

A third facility also adjacent to our primary warehouse was recently purchased. Located at 2831 St. Claude Ave., this former disco hall and funeral parlor will house RTNO's offices, intake center, expanded salvage yard and volunteer housing once renovations are complete.

RTNO works year round to provide our rebuilding, salvage and outreach services to the general public.

III. Project Organization and Staffing

1. Proposed Staffing

a) Number and qualifications of additional employees hired as a result of this request

To complete the proposed 100 homes per year, RTNO plans to hire a full-time weatherization crew comprised of 1 energy auditor, 1 supervisor and 8 crew members to complete efficient and professional weatherization modifications for each RTNO rehabilitation project. Volunteer labor will also be utilized to perform unskilled components. RTNO will also hire 2 additional full-time Construction Managers, and all five CMs will be

trained in weatherization, energy efficiency evaluation and appropriate modifications for each project to be included in signed workscope and budgets. Each of these team members (crew, supervisors, auditor and CMs) will require training on proper weatherization techniques and procedures.

With these additional hires, RTNO anticipates the weatherization of 100 homes per year in Orleans Parish. With the resources for additional crews and supervisors, this number could increase to up to 300 weatherizations per year.

b) Number of employees assigned to work within this program full-time

If fully funded, RTNO will have a minimum 10 full-time weatherization employees.

c) The number of employees assigned to work within this program part-time

If fully funded, RTNO will have a minimum of 8 part-time weatherization employees that have other responsibilities in addition to weatherization.

d) Number and qualifications of sub-contractors the organization expects to utilize in order to accomplish the required number of homes

As RTNO is the recipient of public CDBG funds, extra measures are taken to ensure the quality of our program and the safety of our homeowners. Any licensed professionals that must be used such as electricians, plumbers, roofers must pass stringent guidelines; have proof of insurance, license and worker's compensation to be considered for the job.

Construction Managers receive bids from a variety of sub-contractors before selecting the lowest bid. A list of sub-contractors RTNO has worked with in the past is available upon request.

2. Auditor and Contractor Qualifications

As a major home repair service, RTNO employs qualified, skilled and proficient field staff members including a Field Operations Director, 5 Construction Managers, one Supply Manager and 27 AmeriCorps volunteers. In addition to qualifying experience, all staff members have received supplemental trainings for historic renovation, construction management and green building techniques. Additional training and certification for weatherization is expected before commencement of the first weatherization project. All new hires to fill weatherization crew positions will be chosen based on skill, experience and qualifications in addition to other staffing requirements. Energy auditor hires will be required to provide appropriate certifications, licensing and references.

Current staff resumes and qualifications are available upon request.

3. Project Coordination

Once funding has been received from LHFA WAP MAX, weatherization for existing open projects can begin once an energy auditor has been secured. RTNO has 50 projects open at any given time on average, of which approximately 38% qualify for weatherization through LHFA. During these trial projects, RTNO will interview and hire for each crew (8 members and 1 supervisor each). Trainings for all staff members will be required in addition to the energy efficiency trainings already completed by existing staff members. Once all staff members have been thoroughly trained, lessons learned from the initial trial period will guide creation of procedures for the subsequent weatherization program.

4. Supervision

RTNO field staff members are managed by a direct supervisor, the Field Operations Director and the Executive Director. Weatherization crew members will be monitored by a team supervisor, who will work directly with the Field Operations Director.

RTNO takes great pride in providing quality home repair services while maintaining a high level of integrity, accountability and transparency as the program is funded primarily by public dollars. Due to this great responsibility, RTNO maintains project guidelines, procedures and organizational charts to ensure ease of communication between Field Operations, Salvage & Deconstruction, Development, Marketing and Accounting departments. The addition of a Weatherization program would augment the impact RTNO has on low-income communities across Orleans Parish.