

## COVER PAGE

### Organization Contact Information

Legal Name: [Hope Renovations](#)

Tax ID Number: 82-3675207

Physical Address: [205 Lloyd Street, Suite 211, Carrboro NC 27510](#) Mailing Address: [same as physical](#)

Organization's Website: <https://www.hoperenovations.org/>

Date of Incorporation: [11/2017](#)

Executive Director Name: [Nora Spencer](#)

Telephone Number: [919-960-1957](#)

E-Mail: [info@hoperenovations.org](mailto:info@hoperenovations.org)

### Funding Request

Project Name: [Home Affordability Preservation for Seniors and Disabled Adults](#)

Total Number of Units Included in Funding Request: 50

Total Project Cost: [\\$495,000](#)

Total Amount of Funds Requested: [\\$300,000](#)

Please specify the **type** and **amount** of funding requested:

☐ Affordable Housing Bond: [\\$100,000](#)

X Grant

☐ Loan

☐ Affordable Housing Fund:

☐ Grant

☐ Loan

☐ Affordable Housing Development Reserve: [\\$50,000](#)

X Grant

☐ Loan

☐ American Rescue Plan Act : [\\$150,000](#)

X Grant

☐ Loan

**\*\*New this year.** If you are NOT requesting a loan, please describe your reasoning:

The work that we propose to carry out is typically urgent in nature, with projects that are small to mid-sized. Improvements are permanent and contribute to permanent housing affordability. We do not have a model that supports the payback of loans for this work, as there is no revenue generated.

*Note: the Town will analyze project financials to determine the project's ability to support a loan, regardless of the type of funding requested. Staff will use the project's Debt Coverage Ratio as the key tool in determining the project's recommended funding structure.*

Loan Terms Requested, if applicable, (provide a concise description, including interest rate, term length, amortization schedule): [N/A](#)

Proposed Use of Funds Requested (*provide a concise description, not to exceed 100 words*):

Funding awarded to Hope Renovations will be used to provide necessary safety and accessibility repairs to senior homeowners (55+) and homeowners with disabilities who fall below 80% AMI. Those with limited income rarely have the means to complete these renovations, and projects such as tub to shower conversions, ramps & subfloor/rot repair provide necessary stability and safety modifications to allow homeowners to maintain the affordability of their housing and remain in their homes as they age.

**1. Type of Activity.** Please check the category under which your project falls.

☐ Acquisition

☐ Predevelopment activities

☐ Infrastructure/site improvements

- ☐ New construction for homeownership
- ☐ New construction for rental housing
- ☐ New construction of emergency shelter
- ☐ New construction of transitional/supportive housing
- ☐ Rental housing subsidy
- ☐ Homeownership assistance
- X Owner-occupied rehabilitation
- ☐ Rental rehabilitation
- ☐ Other (*specify*):

**To the best of my knowledge and belief all information and data in this application is true and current. The document has been duly authorized by the governing board of the applicant.**

Signature: Nora E. Spencer  
Executive Director

9/30/2022  
Date

## DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST AND NON DISCRIMINATION CLAUSE

Are any of the Board Members or employees of the organization which will be carrying out this project, or members of their immediate families, or their business associates:

**YES** **NO**

- ☐ ☒ a) Employees of or closely related to employees of the Town of Chapel Hill?
- ☒ ☐ b) Members of or closely related to members of the governing bodies of the Town of Chapel Hill?
- ☐ ☒ c) Current beneficiaries of the program for which funds are being requested?
- ☐ ☒ d) Paid providers of goods or services to the program or having other financial interest in the program?

If you have answered YES to any question, **please provide a full explanation below.**

Camille Berry is a Board member and a Town of Chapel Hill councilmember.

### NON-DISCRIMINATION

Provider agrees as part of consideration of the granting of funds by funding agencies to the parties hereto for themselves, their agents, officials, employees and servants agree not to discriminate in any manner of these basis of race, color, gender, national origin, age, handicap, religion, sexual orientation, gender identity/expression, familial status or veterans status with reference to any activities carried out by the grantee, no matter how remote.

**To the best of my knowledge and belief all of the above information is true and current. I acknowledge and understand that the existence of a potential conflict of interest does not necessarily make the program ineligible for funding, but the existence of an undisclosed conflict may result in the termination of any grant awarded.**

Signature: Nora E. Spencer  
Executive Director

9/30/2022  
Date

## ORGANIZATION INFORMATION

**1. Organization Mission** (*no more than a few sentences*): We inspire hope in women and older adults for a joyful and fulfilling future. We do this by providing home repairs, modifications and renovations for older adults so they can stay safely and comfortably in their homes as they age, giving trainees from our Trades Training Program the opportunity to apply and practice their skills in a real world setting.

**2. Organization Staff:** Please provide names of staff, contractors, and/or volunteers that will be involved with the project. Describe their responsibilities with the project and track record in successful completion of similar projects in the past.

- Kat Reach - Director of Construction Operations, NC General Contractor; oversee all projects & ensure high quality renovation to exceed local and state codes, 10 years of experience successfully managing and completing non-profit construction projects
- Kate McAteer - Director of Construction Programs, NC General Contractor, CAPS; assess homes & determine scope of work and project timelines, 8 years of experience successfully managing and completing non-profit construction projects
- Jane Baxter - Project Manager, Hope Renovations; manage project after initial assessment to completion of project, 10 years of experience completing residential construction projects & carpentry/finishing
- Caitie Geoghegan - Project Manager, Hope Renovations; manage project after initial assessment to completion of project, 6 years of experience successfully managing and completing non-profit construction projects
- 3 apprentices with construction program, all 1-2 years into apprenticeship with Hope Renovations construction program
- 6-8 pre-apprentices enrolled in trades training program, obtaining on-the-job learning experience after completion of basic construction classroom training

**# of FTE – Full-Time Paid Positions:** 7

**# of FTE Part-Time (less than 40 hours/wk) Paid Positions:** 6-8

- 3. Agency Track Record:** Briefly describe three relevant and substantially similar affordable housing development or preservation projects completed by the organization in the last 10 years (preferably 5 years). The project description should include:
- a. Location
  - b. Scope and scale of project
  - c. Total development budget and financing sources
  - d. Indication of whether the projects were completed on budget and on time. If not completed on budget and on time, please describe why.
  - e. Photos/illustrations of completed project

**Project 1:**

**302 Broad Street, Carrboro NC 27510, owner is a disabled veteran**

Scope of work: toilet, vanity & faucet replacement, subfloor repair & vinyl plank flooring

Financed by: Rebuilding Together of the Triangle, completed on budget & on time in July 2020



**Project 2:**

**4298 Tommie Sneed Road, Oxford NC 27565, owner is an older adult trying to age in place**

Scope of work: build 36' wheelchair ramp with 6x6 porch and 5x5 turn landing

Financed by: USDA, completed on budget & on time in November 2020



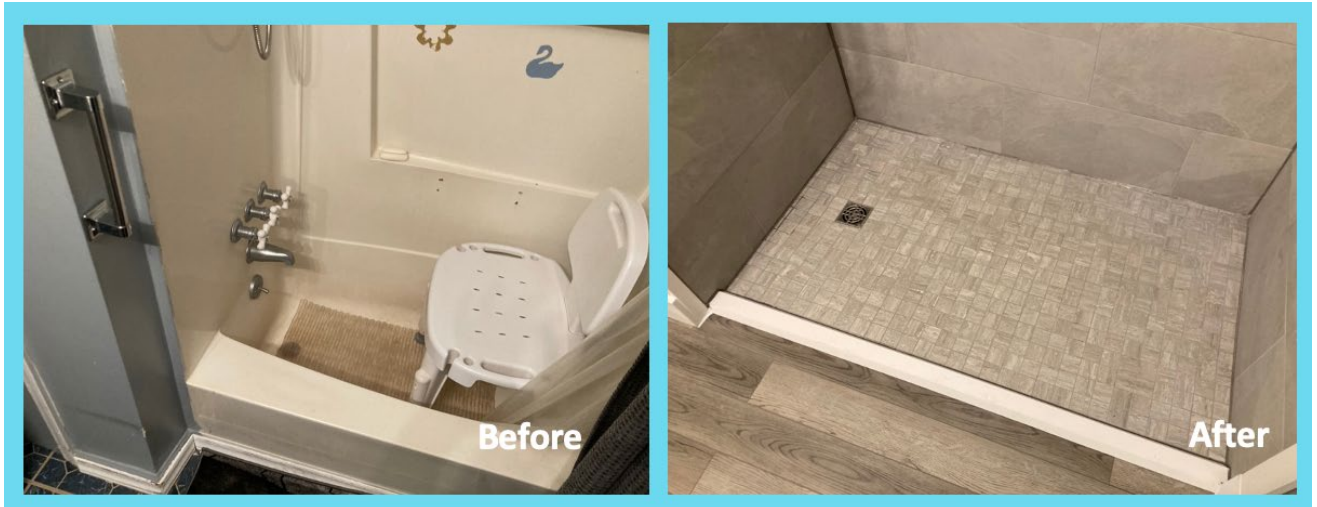
**Project 3:**

**601 Alpha Drive, Mebane NC 27604, owner is a disabled veteran**

Scope of work: remove tub/surround & replace with roll in tiled shower pan/surround, install grab bars & handheld shower head, replace toilet with chair-height toilet, remove & replace rotten subfloor

Financed by: Habitat for Humanity of Orange County, completed on budget & on time in June 2021





For all projects for which you have received Town funding within the last 5 years, please provide the information below.

Project Name	Project Type	Amount of Funding Approved	Is the Project Completed? (Yes/No)	Was the project completed on schedule and within budget? If not, why?
N/A – please see explanation below				

**\*Add rows as needed to reflect additional projects that have received Town funding within the last 5 years.**

We have not completed projects for the Town of Chapel Hill in the past 5 years. Our TOCH projects have typically been subcontracted to us by Habitat for Humanity, Rebuilding Together, the Marian Cheek Jackson Center, or EmPOWERment. However, we have completed multiple construction projects for Orange County and through the Town of Carrboro's Affordable Housing Fund. We are happy to provide these details on request.

## PROJECT INFORMATION

- 4. Project Description:** Please provide a general overview of your project, including what you are planning to produce and how you are planning to carry out the project. *(in 100 words or less).*

Hope Renovations will complete accessibility and safety modifications to 50 homes in total with the funding sources provided from the Town of Chapel Hill. These modifications may include wheelchair ramps, tub to shower conversions, grab bars or other necessary projects to maintain home affordability by making homes safer and easier for homeowners to age in place independently.

These renovations and modifications are critical to ensuring long-term affordability for homeowners. Many homeowners are faced with the choice of either repairing their homes or moving out. For those who cannot afford the repairs, the situation is dire – our current lack of affordable housing means they often have no good options for where they might go if they can no longer stay in their homes.

In addition, by preserving the existing housing stock and ensuring our seniors can age independently at home, we are helping to preserve neighborhoods. This work encourages continued homeownership and

lessens the need for homeowners to sell their homes (often at a loss), a practice which contributes to gentrification and the lack of affordability.

An important note for this project is that, for the purposes of this application, the project sites are undecided. We will work with the Orange County Home Preservation Coalition, and with Habitat for Humanity and Rebuilding Together of the Triangle (who maintain their own waitlists) to identify the projects. As an example, currently there are 27 Chapel Hill homes on the OCHPC waitlist and 9 Chapel Hill homes where some work has been done but additional work is needed. (These figures only include projects which have been fully screened for eligibility. There are others on the waitlist that are awaiting screening.) Having this funding available will allow us to substantially reduce the waiting time of TOCH homeowners.

In addition, due to the fact that we do not have a reserve of granted funding to pull from, our practice has been to refer homeowners to the OCHPC if the project is too large for us to pay for from our unrestricted funding. By having this funding as a reserve, we will no longer have to refer those homeowners and will be able to quickly tackle their projects, preventing them from having to linger on a waiting list.

As an organization that focuses solely on this type of work, we have the ability to quickly and thoroughly tackle these problems, helping to preserve and promote home affordability in our community. However, the only way we can do this work is if we have a reserve of funding to draw from. These funds will provide us with that reserve, giving us the flexibility to quickly respond to projects that will keep our seniors and disabled community members safe and comfortable, and allow them to live affordably in their neighborhoods as they age.

**5. Affordability Term.** Is the proposed project permanently affordable (*99 year affordability term*)?

☒ Yes  
☐ No

If no, what is the affordability term of the proposed project?

Briefly describe any methods to ensure long-term affordability of housing units, including subsidy recapture, equity sharing, and deed restrictions.

**6. Leverage:** How much funding is committed at the time of submission of this application? \$ 0 \_\_\_\_\_  
What percentage of funding for the proposed project would be leveraged from sources other than the Town? 30 % (*Please provide documentation of how you calculated leverage as well as funding commitment letters if applicable*).

Our construction work is revenue generating, as we complete our projects on a sliding scale. The profit that we generate from paying customers is put into the work that we do for low-income customers. Based on performance over the past two years, and anticipated work/growth for the coming three years, we anticipate total construction revenue for full-pay customers of \$500,000. Our average profit margin is 20%.

$\$500,000 \times 20\% = \$100,000$  to allocate to this project

In addition, we will allocate \$50,000 of private and corporate donations to the project, and \$45,000 of In Kind materials donations.

## 7. Project Profile

*Insert project information below*

Location <i>(insert address if available)</i>	Town of Chapel Hill or ETJ				
Size <i>(insert acreage of development site)</i>	n/a				
Total Number of Units	50				
	# of Total Housing Units	# of Bathrooms	Square Footage	Proposed Rent or Sale Price Per Unit	Projected Cost Per Unit Including Utilities
Studios	<u>Dependent upon waitlist and project availability</u>				
One-bedroom					
Two-bedroom					
Three-bedroom					
Four-bedroom					
Area Median Income Served <i>(insert # of units by AMI)</i>					
<30%	20				
31-60%	20				
61-80%	10				
81-100%	0				
>100%	0				
Target Population <i>(check all that apply)</i>					
Families	X				
Older Adults (Age 55+)	X				
Disabled	X				
Homeless	<input type="checkbox"/>				
Veterans	X				
Other <i>(specify)</i>	<input type="checkbox"/>				
ADA Accessibility <i>(insert # of total units)</i>	50				
Total Development Cost Per Unit	Range of \$5,000-\$20,000 Average of \$6,000 per unit				
Per Unit Subsidy	\$ / unit				
Debt Coverage Ratio (DCR)	Lowest DCR _____ Highest DCR _____				
Town Planning Approvals Received <i>(as of the date of application)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA				

**8. Energy Efficiency:** Will the proposed project meet the standards and requirements of [Energy Star 3.0](#) or standards outlined in the latest [NCHFA QAP](#) as verified by an independent, third party expert?



- ☐ Yes  
☒ No

If not, please briefly describe all of the energy efficiency features included in the proposed project:

In all safety and accessibility projects, Hope Renovations uses energy efficient materials, such as LED light fixtures, low-flow shower heads and high efficiency toilets. Such materials will reduce energy consumption & utility bills for homeowners.

**9. Universal Design:** Please briefly describe the universal design features included in the proposed project:

Renovations will include universal design elements such as levered door handles, levered kitchen/bathroom faucets, accessible bathroom modifications including roll-in showers and wall-hung sinks, accessible vanities and chair-height toilets, and non-slip flooring.

**10. Social Equity**

- a. The Town encourages projects not to discriminate based on a tenant's income source. Is your project subject to any policies that restrict any external funding sources for rent, security deposits, and/or other tenant costs (e.g., Emergency Housing Assistance, Housing Choice Vouchers, Rapid Re-Housing, family contributions, etc.)? If yes, please explain what will not be accepted and why.

- i. Will the project accept all types of housing vouchers (i.e., HCV, EHV, RRH, PSH, etc.)? If not, which type(s) of housing voucher do you not accept and why?  
Not Applicable

- b. Please describe how you have involved the intended beneficiaries of the proposed project in the planning and design process (*in 100 words or less*).

In our repair and renovation processes, regardless of income, we incorporate the owner's needs & desires. This includes walkthroughs of the project to discuss how to best suit the owner's desires, including design preferences and material selections.

- c. How has your organization incorporated racial equity goals into your organizational goals?

Our board and staff are currently 37% people of color, and we have an expressed organizational goal of 50%. All of our staff have attended racial equity training.

- d. Please fill in the below questions and provide any additional context on the racial composition of the organization and board leadership:

- i. % of staff that are people of color: 31%  
ii. % of board that are people of color: 57%  
iii. % of staff that have attended racial equity training: 100%

- e. Please describe any additional activities your organization is doing to address racial equity.

We are currently in the process of vetting DEI consultants, with a target of beginning that work with our staff and board in early 2023.