

HOMELESS SERVICES & HOUSING RESOURCES

RFP # 14026-2025

AGENCY APPLICATION

Instructions:

Each applicant agency (or group of collaborative partners) must submit one completed Agency Application. Program-specific information must be submitted separately in the appropriate Program Application(s).

Please limit the total length of your completed Agency Application – including the questions, tables and narrative responses – to no more than **7 pages**. Applications that exceed this limit may not be fully reviewed. This page limit does not include requirement attachments (e.g., financial audits or financial statements).

AGENCY INFORMATION

Applicant Organization:	Tenant Resource Center
Contact Person Name and Title:	Hannah Renfro, Executive Director
Address:	2510 Winnebago Street, Madison, WI 53704
E-Mail:	Hannah@TenantResourceCenter.org
Phone:	262-220-4809
Website:	www.TenantResourceCenter.org
Federal Tax ID or EIN:	39-1360105
Unique Entity ID (UEI) Number:	GANWAYK94LG8
Legal Status:	<input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> General Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Unincorporated Association <input type="checkbox"/> Other: _____
Tax Exempt Status:	<input checked="" type="checkbox"/> Non-profit: 501 (c)(3) since 1980 <input type="checkbox"/> For-profit with a primary mission focused on housing and homelessness

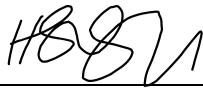
AGENCY REQUEST SUMMARY

Program Type	Request Amount
Homeless Services	
A. Homelessness Prevention	\$
B. Diversion	\$
C. Emergency Shelter	\$
D. Street Outreach	\$
E. Extreme Weather Hotel for the Unsheltered	\$
F. Rapid Rehousing (RRH)	\$

G. Permanent Supportive Housing (PSH)	\$
H. Other Permanent Housing (OPH)	\$
I. Other Programs that Promote Pathways to Stable Housing	\$
Housing Resources	
J. Tenant Support	\$350,000
TOTAL REQUEST	\$350,000

AUTHORIZATION TO SUBMIT PROPORSAL

This application is submitted with the knowledge and approval of the organization's governing body. To the best of the undersigned's knowledge, the information provided is accurate and complete. The undersigned also certifies that they have reviewed and accept the terms and conditions outlined in the Request for Proposals (RFP).



June 27, 2025

Signature

Date

AGENCY QUALIFICATION

1. AGENCY MISSION AND RELEVANT EXPERIENCE (10 POINTS)

1) Mission Statement: Provide your agency's mission statement.

TRC defends housing as a human right and strengthens housing stability in our communities by preventing evictions and educating and empowering individuals and families.

2) Relevant Experience: Describe your agency's experience delivering the types of services proposed in this application.

For 45 years, the Tenant Resource Center (TRC) has been the leading provider of services designed to empower and support tenants in Dane County. For more than two decades, TRC has also served as the primary source of tenant-centered assistance in eviction court, helping renters protect their rights, maintain housing stability, and navigate the legal system.

Core Services and Experience:

- **Eviction Prevention & Court Navigation:** TRC helps tenants avoid eviction by providing legal information, court navigation, and referrals. We attend all eviction court proceedings in Dane County and connect every tenant with an active eviction case to information and support.
- **Eviction Diversion & Defense Partnership (EDDP):** Launched in 2021, our Eviction Diversion and Defense Partnership connects tenants to no-cost legal services through partners including Community Justice, Inc., Legal Action of Wisconsin, and the UW Law School Eviction Defense Clinic, and H.R. Watson Law. Services include legal representation, limited advice, court navigation, and assistance with filing motions to redact online eviction court records.
- **Mediation:** TRC staff and volunteers mediate disputes between tenants and landlords.
- **Financial Support:** TRC has distributed over \$50 million in rental assistance to help tenants since 2020. In 2023, TRC staff also identified and withheld \$263,535.84 in illegal and excessive fees charged to tenants, which not only preserved important rental assistance funding but also provided an opportunity to educate landlords and tenants about unlawful rental practices.
- **Post-Eviction Stability:** We provide support with navigating move-out processes, reclaiming security deposits, preparing to search for new housing, and overcoming future barriers to housing stability.
- **Housing Counseling:** TRC's Housing Counseling program responds to tenant questions, offers education about rights and responsibilities, and makes stabilizing referrals to partner organizations.
- **Targeted Outreach:** Our outreach is data-informed and prioritizes populations most at risk of housing instability.
- **Training & Community Education:** We provide trainings on Wisconsin landlord tenant law for landlords, tenants, and social service providers.
- **Collaborative Tools and Data:** TRC staff track eviction data in Dane County, Wisconsin, and have developed tools for tracking, analyzing, and visualizing this data so that it can be shared publicly and with collaborators.

2. ORGANIZATIONAL AND FISCAL MANAGEMENT (10 POINTS)

1) Quality Improvement: Describe your agency’s internal quality improvement processes, including how you review program outcomes and incorporate feedback from program participants.

TRC is committed to continuous quality improvement that centers the voices and experiences of the communities we serve. We recognize the importance of collecting feedback in ways that are respectful, culturally informed, and accessible. Our quality improvement processes are grounded in both qualitative and quantitative data collection, including the review of court records, observations of court proceedings, and direct input from tenants navigating eviction.

Recently, TRC partnered with professors from UW-Madison on a community-based research initiative focused on eviction experiences in Dane County. Students received training from TRC staff on local eviction dynamics and tenant resources before conducting interviews and surveys with tenants who had recently engaged with eviction court and/or our services. Participants were compensated with gift cards for their time and were invited to community presentations where results were shared in accessible formats. The insights from this project are actively shaping our ongoing service evaluation strategies.

In addition, TRC regularly distributes surveys to tenants who attend virtual eviction court from our offices. Tenants are also invited to share feedback through informal conversations, and these insights contribute to our understanding of service effectiveness and areas for growth. This direct input helps us adapt our programming to better meet the needs of those most impacted by housing instability.

2) Financial Management: Describe how agency ensures sound financial accountability and sustainability.

Tenant Resource Center ensures sound financial accountability and long-term sustainability through diversified funding and robust fiscal management systems. With over 45 years of operation, TRC has successfully administered funds from a wide range of sources—including local, state, and federal agencies, along with private foundations and organizations, and restricted funds from individual donors. TRC maintains a strong track record of compliance across complex regulatory frameworks, supported by adaptable financial and data reporting systems. These systems ensure accurate tracking of expenses, deliverables, and outcomes, and are designed to remain responsive to evolving funding requirements and community needs.

3) Financial Audit:

Does your agency complete annual certified financial audits? ☒ Yes ☐ No

If yes, were there any significant deficiencies or material weaknesses identified in the most recent audit?

☐ Yes ☒ No

If **yes**, summarize the findings and describe how they are being addressed.

4) 2025 Agency Operating Budget

AGENCY REVENUE		AGENCY EXPENSES	
Source	2025 Budget	Category	2025 Projected Expenditure

City of Madison	\$2,536,511.00
Dane County	\$832,660.00
State of Wisconsin	\$66,084.00
HUD	\$273,551.15
Other Government	\$125,446.00
United Way of Dane County	\$19,483.00
Other Foundations	\$460,517.00
Fundraising	\$205,000.00
User Fee	--
Other (UW – ASM)	\$60,000.00
Other (UW Medicine)	\$58,000.00
TOTAL REVENUE	\$4,637,252.15

Personnel	\$2,477,807.10
Operating	\$494,750.00
Space	\$130,500.00
Special Cost	\$721,000.00
TOTAL EXPENDITURE	\$3,824,057.10

Surplus or (Deficit)	\$813,195.05

3. SYSTEM COORDINATION (10 POINTS)

- 1) Collaboration with Other Providers:** Describe how your agency collaborates with other providers in the homeless services and housing systems. Include examples such as referrals, case conferencing, shared service planning and delivery.

The Tenant Resource Center (TRC) prioritizes collaboration with providers across the housing and homeless services systems to ensure tenants receive coordinated support. We center partnerships with organizations embedded in or led by the communities we serve, especially those working with immigrants, low-income families, and individuals facing multiple systemic barriers. We maintain strong referral pathways and work jointly with service providers to help meet basic needs that support housing stability. For example:

- TRC co-founded Madison Area Partners and Allies (MAPA) with Joining Forces for Families to respond to community-identified needs among immigrant households. MAPA hosts monthly bilingual resource fairs where tenants can connect directly with providers for basic needs assistance, information, and one-on-one consultations. TRC staff meet quarterly with JFF social workers to discuss updates and/or refine referral processes between our organizations as needed.
- We work closely with the Dane County Jail and the Wisconsin Public Defenders Office to support households facing eviction when a family member is incarcerated. This includes proactive communication to help tenants attend hearings, avoid default judgments, and access legal representation. We also are co-hosting with JustDane a training for social workers with the Department of Corrections on housing resources for individuals reentering the community after incarceration.
- Currently, we are hosting a series of mini resource fairs at our main office, each featuring 5–7 partner organizations to help tenants navigate job searches, benefits applications, childcare access, job training, and other supports that promote long-term housing stability.
- TRC collaborates with local school districts to reach families with children—nearly half of all eviction court cases in 2023 and early 2024 involved at least one child. We educate school staff, students, and families about rental rights and connect them to stabilizing resources.
- Through our Eviction Diversion and Defense Partnership, TRC partners with Community Justice, Inc., Legal Action of Wisconsin, the UW Law School Eviction Defense Clinic, and H.R. Watson Law to provide legal representation and remove barriers to stable housing such as online eviction records.
- In response to increased need for assistance with immigration services, TRC staff created a more streamlined referral process to Dane County Immigration Affairs.

- TRC collaborates with Centro Hispano to hold presentations and trainings that are targeted toward Latinx communities.
- Because EDDP staff attend all eviction court proceedings in Dane County, judges, court commissioners, and court staff have come to rely on the TRC's expertise. EDDP staff frequently assist judges, court commissioners, and court staff with navigating the virtual eviction court system and educating them on federal, state, and local laws and regulations and housing stability services available to low-income tenants.

TRC is committed to reducing silos by building shared strategies with legal, housing, and human services partners across Dane County to prevent homelessness and promote housing stability.

- 2) Integration into the System of Care:** Describe strategies your agency uses to ensure alignment with the broader local system of care such as Homeless Services Consortium (HSC). Include strategies such as supporting staff or participants in system-level planning, participating in HSC committees or workgroups, providing staff training aligned with system priorities or best practices.

TRC's Executive Director is the co-chair of the HSC Core Committee. In that role, she helps to set the agenda and lead important discussions among agencies, the City, and County related to housing systems planning. TRC also regularly participates in HSC's membership meetings.

In addition, TRC staff attend every Neighborhood Resource Team meeting. TRC staff are also members of Dane County's CDBG Commission, the City of Madison's Housing Policy Committee, and United Way of Dane County's Landlord and Property Manager Engagement group.

These are all opportunities for TRC to stay engaged with other organizations and resources, support staff with knowledge and growth for eviction prevention work, participate in system-level planning across Dane County to better serve communities most impacted by housing insecurity, and keep informed of best practices and systems changes from agencies and partner organizations (e.g. changes to Coordinated Entry, housing support services, updates on resource availability from organizations).

HOMELESS SERVICES & HOUSING RESOURCES

RFP #14026-2025

PROGRAM APPLICATION

J. TENANT SUPPORT | K. EVICTION PREVENTION

Instructions:

This Program Application form must be completed for each proposed **Tenant Support and/or Eviction Prevention** program. Applicants may submit multiple program applications if applying for more than one program area under the RFP. If applying for both tenant support and eviction prevention funding under separate programs, two applications should be submitted.

Please limit the total length of your completed Program Application – including the questions, tables and narrative responses, to no more than **10 pages**. Applications that exceed this limit may not be fully reviewed. This page limit does not include requirement attachments (e.g., HMIS reports, agency outcome reports).

Agency Name:	Tenant Resource Center
Program Name:	Tenant Services - Housing Counseling, Outreach, Mediation
Program Strategy:	<input checked="" type="checkbox"/> J. Tenant Support <input type="checkbox"/> K. Eviction Prevention (HOME-ARP)
CDD Funding Request:	\$350,000
Housing Counseling Agency Certified by HUD	<input type="checkbox"/> Yes <input type="checkbox"/> Application In Progress <input checked="" type="checkbox"/> No

1. PROGRAM DESCRIPTION (30 POINTS)

1) Describe the eligible population for services, and any target/priority populations you expect to serve:

Anyone seeking information about rental rights and responsibilities in Dane County is eligible for services, including renters, property owners/managers, service providers, and elected officials. We target and prioritize communities most at risk of housing stability when providing services. These populations include low-income tenant households; tenant households with a previous eviction judgment; tenant households with a member who has been or is currently incarcerated and/or involved with the criminal justice system; tenant households led by a single parent; tenant households with limited English proficiency; and tenant households with a member who identifies as having a disability.

2) Explain why this program is needed in the community. Describe how it will fill gaps or address challenges in Madison's housing market.

Madison's housing market presents significant challenges for tenants due to limited legal protections under State law, an extremely low vacancy rate, systemic barriers, and the current shortage of

affordable housing. Additionally, the state does not allocate funding for tenant assistance services, leaving local organizations to fill this critical gap.

TRC's Housing Counseling Services program addresses these challenges by providing tenants and landlords with clear, accessible information about rental rights and responsibilities. Our team helps renters navigate a wide range of issues, including discrimination, unlawful evictions, and disputes with landlords. When housing stability is at serious risk, we connect tenants with legal partners to secure representation.

Housing instability negatively impacts families beyond just losing their homes. When housing is at risk, children tend to perform worse in school, household income is often lower, and families face increased stress and health challenges. These consequences contribute to cycles of poverty and instability that affect entire communities.

To increase accessibility, TRC engages in proactive outreach across Dane County and participates in every City of Madison Neighborhood Resource Team meeting. We look through rent abatement lists from the City on a weekly basis to anticipate and address outreach needs. We also monitor housing complaint trends and respond directly to communities facing systemic issues. For example, when elderly tenants in a manufactured home park approached us regarding rent hikes and lease terminations, our staff visited the park, listened to community concerns, and provided information on tenants' rights and available resources. TRC then facilitated legal representation for these tenants, enabling attorneys to advocate on their behalf and educate new property managers on Wisconsin landlord-tenant laws. Similar occurrences and TRC's responses happen regularly throughout Dane County.

Without local programs like ours, many tenants would lack the support they need to exercise their rights, leading to long-term housing instability. An eviction can stay on an individual's record for up to 20 years, severely limiting a person's future housing options. TRC's services are essential to preserving housing stability, promoting tenant rights, and addressing barriers many community members face.

3) Describe the outreach, referral and intake process. Are there any specific activities to ensure access to hard-to-reach populations?

TRC's Housing Counseling services do not follow a formal intake process. Most services are provided one-on-one in one of our offices, at court proceedings, over the phone or email, or in community settings. Group services occur during outreach presentations. Interactions often begin with questions about rental rights, housing stabilization, discrimination, or potential eviction. Community members and partner organizations refer tenants, landlords, and service providers to TRC regularly. We have also established direct referral lines for services providers such as social workers with JFF, Dane County jail, and school districts throughout Dane County. When Housing Counseling alone does not meet a client's needs, staff refer individuals to internal programs such as the Eviction Diversion and Defense Partnership for legal representation, mediation, court navigation, or financial assistance. External referrals include Building Inspection, food pantries, school support, and more. Staff ensure that referrals are meaningful and often conduct warm handoffs.

Mediation services include a formal intake process initiated by referral or request from a tenant or landlord. TRC contacts all court-involved tenants to offer mediation, explain court processes, and share resources. Outreach methods include mail, email, texting, and calling. These efforts allow TRC to connect with tenants early in the eviction court process.

To reach tenants unlikely to seek assistance—including tenants with limited English proficiency—TRC builds and maintains strong relationships with partner organizations. TRC staff attend school events, neighborhood meetings, festivals, and fairs. Bilingual staff attend events when Spanish-speaking tenants are expected. TRC targets outreach to tenants at highest risk of eviction using internal data tracking tools.

TRC creates outreach materials that are engaging, accessible, and posted on multiple platforms. Materials are published in English and Spanish, written in plain language, and follow disability accessibility standards. TRC's outreach, referral, and intake activities are designed to reduce barriers, meet tenants where they are, and ensure access for communities historically excluded from housing resources.

4) Describe the services provided by the program, including types of services, locations and hours of services, expected frequency and duration of services:

TRC's Housing Counseling Program provides education, information, and problem-solving support to tenants, landlords, and community members on rental rights and responsibilities under Wisconsin landlord-tenant law.

TRC staff deliver services through one-on-one assistance, outreach events, and group presentations. Staff educate community members, mediate landlord-tenant disputes, facilitate trainings and workshops, and develop accessible educational materials. They also conduct regular outreach across the community to reach those most impacted by housing instability.

TRC currently provides services at four Dane County locations:

- **Main Office: 2510 Winnebago Street, Madison, WI 53704**
Monday through Thursday, 9:00 AM – 6:00 PM
- **Sunshine Place: 18 Rickel Road, Sun Prairie, WI 53590**
Monday: Drop-In 8:30 AM – 3:00 PM | Virtual Appointments 3:00 PM – 5:00 PM
Wednesday and Thursday: 8:30 AM – 5:00 PM
- **Madison College Goodman South: 2429 Perry Street, Madison, WI 53713**
Saturday: 10:00 AM – 2:00 PM
- **UW Campus: 333 East Campus Mall, Madison, WI 53715**
Tuesday and Thursday: 10:00 AM – 6:00 PM

Services are currently provided throughout the week, during listed hours, with the frequency and duration depending on individual needs.

5) Describe how you will incorporate evidence-based, evidence-informed, or community-informed best practices into outreach, intake, and service delivery:

TRC uses a mix of research, community input, and direct experience to guide how we reach people and provide services. We were an early adopter of the Housing First model and continue to use it across all programs, including eviction prevention. We support each person's right to make their own well-informed decisions about their housing.

Our outreach, intake, and service delivery processes are shaped by what we hear from the community and what we observe in the data. For example, when multiple tenants report issues at the same property, we respond by going directly to that location to provide information and support. We also create and distribute flyers about tenants' rights to ensure information is accessible where it's needed most. Additionally, we developed an eviction map showing local eviction rates and demographics by neighborhood, which helps us focus outreach in the areas most affected.

TRC staff meet with tenants in the office, at court, and in community spaces. We provide one-on-one support to answer questions about rental rights and responsibilities, eviction, discrimination, and housing laws. There is no formal intake process—people can access help in the way that works best for them. We also refer people to legal, financial, and other services as needed.

We regularly review materials and practices to make sure they are clear, accessible, and respectful. Feedback from tenants and data from court records help us adjust and improve how we work.

6) Describe your agency's plan for initial and ongoing staff training:

TRC provides all staff with initial, extensive training on Wisconsin landlord-tenant law. We continue to build staff knowledge through ongoing training partnerships with organizations across the housing landscape. For example, staff regularly attend Fair Housing trainings to stay current on housing trends and tenant protections. We also partner with organizations such as Domestic Abuse Intervention Services, JustDane, Disability Rights of Wisconsin, the Department of Agriculture, Trade, and Consumer Protection, and many more to provide training to staff. All staff positions for which we are requesting funding are already fully trained and actively working in their roles.

7) Describe how your agency uses data to evaluate and improve outcomes. Include key data points and reports reviewed, who reviews them, and how the data is used to inform program design and outcomes:

TRC collects detailed data on every client interaction, including key information such as demographics, referrals made, types of services provided, and topics discussed related to rental rights. This includes demographic factors like household income, race, ethnicity, and household composition, as well as how tenants and landlords first learned about our services. Data is collected consistently regardless of formal program enrollment. We also collect extensive data about eviction court filings and outcomes.

Data is compiled into quarterly reports, which are reviewed by program leadership and key staff members. These reports are also made publicly available on our website. Through these reviews, we analyze service

effectiveness from multiple perspectives, including equity of access and outcomes across different populations. This analysis helps us identify service gaps and areas where outreach should be intensified.

Insights gained from this data guide decisions about program design, outreach strategies, and community education efforts. This data-driven approach enables TRC to continuously improve our services.

8) Staffing structure

Identify and describe the role of key staff positions and affiliate partners who would become directly responsible for the various aspects of the contract, if awarded.

Staff Position Title	Hiring Plan (Current/ New/ Expanded)	Total Program FTE	City-Funded FTE	Proposed Hourly Wage	Responsibilities
HC Program Manager	current	1.0	0.28	\$ 40.06	Supervise HC staff and outreach efforts
HC Lead	current	1.0	0.48	\$ 28.00	Recruit, train, and schedule volunteers. Participate in outreach, educate tenants, landlords, and service providers about their rights and responsibilities under Wisconsin landlord-tenant law.
Bilingual Mediation Lead	current	1.0	0.63	\$ 29.00	Mail each tenant with an eviction court hearing on the docket. Mediate disputes between tenants and landlords.
Bilingual Resource Navigator	current	1.0	0.63	\$ 25.50	Greet each visitor to our main office, connect clients with community resources to meet needs that support housing stability.
Housing Counselor	current	1.0	0.68	\$ 25.50	Participate in outreach, educate tenants, landlords, and service providers about their rights and responsibilities under Wisconsin landlord-tenant law.
Bilingual Housing Counselor	current	1.0	0.68	\$ 25.50	Participate in outreach, educate tenants, landlords, and service providers about their rights and responsibilities under Wisconsin landlord-tenant law in both English and Spanish.
Compliance Manager	current	1.0	0.15	\$ 34.72	Manage grant compliance and reporting.
Director of Administration	current	1.0	0.16	\$ 50.75	Oversee grant compliance and reporting as well as financial compliance.
Associate Director	current	1.0	0.24	\$ 45.41	Oversee organizational operations, including outreach and community engagement efforts.

Executive Director	current	1.0	0.13	\$ 64.10	Oversee organizational operations, ensuring all programs and activities align with the mission and vision of TRC. Ensure the immediate and long-term stability of the organization.
Legal Partner – Legal Action of Wisconsin; Community Justice, Inc.; H.R. Watson Law	current			\$120	Legal professionals will represent tenants referred by Tenant Resource Center to the law firm by Tenant Resource Center.

9) **Implementation timeline** (for new or expanded programs only)

Milestone	Target Date
Program staff hired	01/01/2026
Program staff onboarding training completed	01/01/2026
First client served	01/01/2026
Full service operation capacity reached	01/01/2026

This is not a new or expanded program.

2. OUTCOME AND PERFORMANCE (20 POINTS)

1) **Proposed number of households to serve**

Household Type	# of households expected to serve annually
Persons	42,500
Households	17,000

2) **Past performance and proposed outcomes of the program**

CDD does not have established performance measures for this program type. Check one of the boxes and complete the chart below. In the chart, list at least one performance measure your agency proposes to track, past performance data (if available), and proposed performance target.

☒ **Existing program:** Use agency reports used to evaluate program performance for the past outcome column in the table below. Please note that you must submit the reports you used as a part of the application packet.

☐ **New program without past outcome data:** Enter estimates into table below for proposed outcomes, and answer Question 4 below.

Proposed Performance Measure	Past Outcome (1/1/24-12/31/24)	Proposed Outcome
Number of households provided with mediation services	262	250
Number of households provided with housing counseling in-person or online	16,950	16,000
Number of presentations to non-profit homeless service providers	67	50
Number of workshops	70	70

Additional outcomes measured and to propose to measure, if any:

Number of households provided with bilingual housing counseling – 1073

Number of workshops facilitated in Spanish – 32 | Proposed - 30

Number of Spanish workshop attendees – 897 | Proposed - 900

3) If the past outcomes were low, explain the reasons and describe plans to improve the outcomes.

Past outcomes reflect strong performance, exceeding proposed outcomes. TRC remains committed to continuous improvement and expanded reach. Staff are training volunteers to manage a higher volume of calls and emails which, in turn, makes it possible to assist more renters and creates additional staff capacity for in-person assistance.

4) (New programs without past outcome data only) Describe any challenges you anticipate in implementing the proposed program and delivering the proposed outcomes and how you would address those challenges.

N/A

3. PROGRAM BUDGET (20 POINTS)

1) Complete and submit the Program Budget Form (Excel) for a full program year. Only expenses listed as eligible in Appendix B and D of the RFP may be included in the funding request to the City of Madison.

2) Budget Narrative and Clarifications

Use this section to explain any assumptions, nuances or clarifications needed to fully understand your budget proposal as presented in the Program Budget Form (Excel).

3) (New Programs Only) Minimum Viable Funding

It may not be possible for the City to provide the requested amount of funding. What is the smallest amount of City support that would allow your program to proceed? How would a reduced level of City funding affect operations (e.g., reduced capacity, scope of services, staffing). Be as specific as possible, that is, to what extent would program capacity or staffing levels be affected by lower funding.

We are requesting the full amount of funding outlined in our proposal in order to retain essential staff, including bilingual staff, and reach the outcomes stated in our application. A reduced level of City funding would significantly impact our ability to deliver services at the scale and quality described, and in English and Spanish. Specifically, lower funding would likely result in reduced staff hours or position cuts, which would in turn limit our capacity to serve participants, reduce accessibility, and compromise our ability to meet key program goals. While we are committed to continuing this work, full funding is necessary to sustain this program with the intended impact.

CITY OF MADISON
COMMUNITY RESOURCES PROGRAM
APPENDIX II

6/27/2025-Program Budget Form - Final.xlsx:Program A Page 1