



CRISIS INTERVENTION AND PREVENTION SERVICES

2025 REQUEST FOR PROPOSAL (RFP) APPLICATION

Part 1 – Organization Narrative Form

Submit Application to: cddapplications@cityofmadison.com

Deadline: 4:30pm September 22nd, 2025

Official submission date and time will be based on the time stamp from the CDD Applications' inbox. Late applications will not be accepted.

The intent of this RFP application is for applicant organizations to have the opportunity to apply for funding towards programs/services under the umbrella of the Crisis Intervention and Prevention (CIP) Service Area in the Community Resources Unit. There are two priority areas in the CIP RFP: *Crisis Intervention Support Services & Prevention Services and Activities*, each of which has two program types. Program types include 24/7 Helpline, Shelter Services, Community-based Individual/Family Support, and Building Community & Stabilization. Organizations can apply for each program type. Please refer to the guidelines for full program type descriptions 1.1.

Priority Areas	Crisis Intervention Support Services	Prevention Services and Activities
Program Types	<u>24/7 Helpline</u> – Organizations who provide gender-based violence crisis assistance via phone, text, online, in person, etc. Programs need to focus on youth and adults experiencing domestic violence, sexual assault, intimate partner violence, and/or human trafficking. Organizations are expected to have established policies and protocols for shelter operations, provide ongoing staff training, and promote practices that support staff well-being and self-care.	<u>Community-Based Individual & Family Support</u> - Organizations who provide trauma-informed, coordinated support that assists individuals and families in meeting short-term basic needs and access services as they recover and work to improve overall personal and family well-being. These services aim to educate, inform, connect, and assist in system navigation.
	<u>Shelter Services</u> - Organizations must operate an existing shelter that serves individuals or households experiencing domestic violence or, in the case of youth, those without safe housing alternatives. Organizations are expected to have established policies and protocols for shelter operations, provide ongoing staff training, and promote practices that support staff well-being and self-care.	<u>Building Community & Stabilization</u> – Organizations who provide community-wide or group-based activities that increase protective factors and reduce the likelihood of crisis, especially for communities disproportionately impacted by poverty and systemic inequity. These services aim to create spaces, educate, inform, and connect individuals to their neighbors and the district they live in.

Responses to this RFP should be complete but succinct. Materials submitted in addition to **Part 1 - Organization Narrative**, **Part 2 - Program Narrative(s)**, and **Part 3 - Budget Workbook** will **not** be considered in the evaluation of this proposal.

Do not attempt to unlock/alter this form. The font should be no less than 11 pt.

If you need assistance related to the content of the application or are unclear about how to respond to any questions, please contact CDD staff: Nancy Saíz, Community Development Specialist nsaiz@cityofmadison.com or Yolanda Shelton-Morris, Community Resources Manager yshelton-morris@cityofmadison.com. We are committed to assisting interested organizations in understanding and working through this application and funding process.

If you have any questions or concerns that are related to **technical aspects** of this document, including difficulties with text boxes or auto fill functions, please contact Nancy Saíz, nsaiz@cityofmadison.com.

APPLICANT TYPES

Every organization applying for funding must submit an organizational history narrative per program detailing their organization's background, mission, and vision (Questions 1-4 below).

Single Applicants

If your organization is applying for multiple programs, each program application must be submitted separately with all the required submission documents (See RFP Guidelines 1.1 Required Information and Content of Proposals).

Joint/Multi-agency Applicants

For those choosing to submit a joint/multi-agency proposal, **only** the designated '**LEAD Agency**' is required to:

- 1) Complete and submit responses to questions 5-9 below pertaining to organizational history and mission statement, partnership history, rationale for partner selection, division of roles and responsibilities, anticipated challenges, and any previous collaborations or partnerships.
- 2) Submit the organizations' history partnership narrative per priority area or program type.

Part 1 - Organization Narrative Form

***Note: Please use the grey text boxes when completing this form**

Legal Name of Organization:	Madison Northside Planning Council, Inc.	Total Amount Requested:	\$ 80,500
All program(s) connected to your organization:	Program Name: Prevention Services and Activities: Strengthening Northside Neighborhoods and households as Resource, Connector, Facilitator, event organizer, information distributor and more to increase Protective Factors towards individual and community health and wellness. (continuing) <div style="float: right;">Amount Requested: \$ 80,500</div>		
	Applicant Type: Single Agency Application Program Type: Building Community & Stabilization: ADULTS & FAMILY List Program Partner(s) (if applicable): We collaborate and partner with over 30 organizations and entities regularly but do not have one specific partner. We are a single agency applicant.		
	Program Name: <div style="float: right;">Amount Requested: \$</div>		
	Applicant Type: Single Agency Application		

	Program Type: Choose an item.		
	List Program Partner(s) (if applicable):		
	Program Name:		Amount Requested: \$
	Applicant Type: Choose an item.		
	Program Type: Choose an item.		
	List Program Partner(s) (if applicable):		
	Program Name:		Amount Requested: \$
	Applicant Type: Choose an item.		
	Program Type: Choose an item.		
	List Program Partner(s) (if applicable):		
	<i>If you are applying for more than four programs, please contact Nancy Saiz nsaiz@cityofmadison.com</i>		
Contact Person for application (Joint Applications - Lead Org):	Justin Markofski	Email: director@northsideplanningcouncil.org	
Organization Address:	1219 N Sherman Ave Madison, WI 53704	Telephone:	608-444-6640
501 (c) 3 Status:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Fiscal Agent (<i>if no</i>)	

Single and Lead Agency Qualifications: Complete this section if you are applying as a SINGLE AGENCY or serving as the LEAD AGENCY in a joint/multi-agency application.

- Briefly describe your organization's history, core mission, and experience providing services relevant to this proposal.** If applicable, highlight any work related to crisis intervention, prevention, or serving the proposed population. Please keep your response concise (approximately 1–2 paragraphs).

The Madison Northside Planning Council or NPC was created in 1993 as part of a Mayoral initiative following a 28 member Neighborhood Task Force study commissioned by the City that identified the need for and strategy to stabilize neighborhoods and reduce violence in targeted, lower income areas within the City including the Northside. NPC is the only remaining organization that came from that initiative and has continued due to our effectiveness and impact in accomplishing the goals and mission we were created for. The mission of NPC is to improve the quality of life and foster equity on the Northside of Madison through community organizing and economic development.

NPC has been about this work and fulfilling this mission for the past 32 years and has established itself as a pillar and anchor of the Northside of Madison through our years of work and effective programs that provide a holistic approach and focus on 'upstream solutions that enhance community connectedness, promote long-term well-being, and reduce risk factors for crisis' in alignment with the stated goals of Prevention Services and Activities described in this RFP.

- 2. Describe your organization's experience implementing programming aligned with the Crisis Intervention and Prevention RFP Guidelines.** Please include specific examples relevant to the programs proposed in this application. If applicable, list all the current Crisis Intervention and Prevention programs your organization operates, along with their inception dates.

Once again, NPC has a strong track record of effectively, comprehensively and creatively addressing the social determinants of health for the Northside of Madison. Our programs and work span from access to entrepreneurship for historically marginalized populations (70% BIPOC, 50% women owned/operated businesses at FEED Kitchens), job training for un-employed and underemployed low-income persons through FEED Bakery, recovery and distribution of food direct to communities in need and through pantry partnerships via Healthy Food for All (HFFA), and all of our well-established work that goes into strengthening community and neighborhood infrastructure through coordinated, community driven collaboration and partnership in event organizing, hyper-local news and information sharing (Northside News), neighborhood leadership development and facilitation and engagement in many different Northside groups and collaborations including as a fiscal sponsor for small projects and initiatives of neighborhood and community leaders. Our work as explicitly outlined in this RFP is led by and accountable to the Northside community we serve and is effective in preventing and reducing future crisis by strengthening protective factors and community cohesion.

Inception dates for our comprehensive collection of programs that combine to create a net of community support and well-being are as follows: 'NPC Community' (which again was by commission and mandate created to stabilize violent neighborhoods and has been doing this work ever since) 1993. Northside News - 1995. FEED Kitchens - 2012. FEED Bakery & Training - 2014, HFFA - 2015.

- 3. Describe any significant changes or shifts at your agency in the past two years:** This may include changes in leadership, turnover of management positions, strategic planning efforts, or expansion/loss of funding and/or staff. Please describe how these changes may impact your agency's ability to provide the proposed services. If there are no changes to the report, write "No Changes."

The notable change that has occurred in leadership in the past two years is the transition from a long time board chair (Lauri Lee) to a new chair (Shaunté McCullum), and a (slowly but surely) growing board that has greater connection to and representation of our Northside community. This effort must continue but is clearly coming along.

- 4. Describe any anticipated changes or shifts at your agency in the next two years.** Please describe how these changes may impact your agency's ability to provide the proposed services. If there are no changes to the report, write "No Changes."

The changes on our horizon are to further implement our strategic plan and priorities (2025-2027) which includes to grow and further develop our NPC board including in increased race and cultural diversity to better represent our Northside community and to build organizational capacity and strengthen our economic sustainability by finding a way to hire a fund development & communication staff role which is currently lacking and would be very beneficial to secure the greatly needed financial support for our impact by sharing our data outcomes and telling our stories.

KEY CONTEXT: The total amount we are requesting from the City represents less than 6% of our total organizational budget. This modest investment by the City leverages over 14 times the resources from other non-city sources. Though this is a small percentage of our total budget it is an absolutely critical part. We are at a critical juncture in our organization where we must secure sustainable financial support and investment from public, private (individual and corporate) sources to ensure all of our programs and work can continue and grow. The demand side of our work is great but the investment side needs to match it or we will not be able to offer any of these programs and services we provide; which would be a great loss to the Northside of Madison and not something we wish to see happen. We are working as creatively and continuously as we know how to ensure the ongoing benefit of existence to the Northside of Madison (with impact that goes well beyond). As applications are weighed and decisions made, our desire is to continue to meet the needs of our community and use our relationships, resources and connections to further help the city meet its violence prevention goals. Thank you.

5. Describe your organization's required qualifications, education, and training for program staff.

Include how your organization supports staff in meeting these requirements and any ongoing professional development opportunities offered (e.g., trauma-informed care, Adverse Childhood Experiences [ACEs], culturally responsive services, etc.).

Our organization does not have specific benchmarks or educational credential requirements for our positions. We look to create and give meaningful opportunities for passionate people who care about fulfilling our mission "to improve the quality of life and foster equity on the Northside" across our diverse programs. We absolutely recognize and honor lived experience as well as representation as vital aspects of being effective in our community based work.

We could grow in our intentional professional development opportunities promoted and available for all our staff. Within our limited capacity as an organization, currently training, mentorship and support occur informally and mostly internally (though effectively I think) and we welcome individual staff initiative in requesting and seeking training and growth opportunities.

The rest of the Joint/Multi-Agency Questions are not applicable to our application. Thanks.

Joint/Multi-Agency Qualifications: *Fill out if you are **THE LEAD AGENCY** in the Joint/Multi-Agency Application **ONLY***

Program name:

Program type: Choose an item.

List all joint or partner applicants involved in this program and include their website links (for reference to their mission and vision statements)

6. Provide an overview of your organization's partnership history with the collaborating agency or agencies.

When and how did the partnership(s) begin, and what collaborative initiatives or projects have you worked on together in the past?

- 7. Explain the rationale for partnering with the agency or agencies identified in this application.**
What unique strengths or resources does each organization contribute, and how do these assets complement one another in achieving the goals of the proposed program?
- 8. Describe how roles and responsibilities will be divided between your organization and the collaborating agency or agencies in the proposed program.** How will each partner contribute to program design, implementation, and evaluation?
- 9. Outline any anticipated challenges or barriers related to the partnership and describe how you plan to address them collaboratively.**
- 10. If applicable, describe any past collaborations your organization has had with agencies providing crisis intervention or prevention services for youth, individuals, or families at risk of or experiencing crisis due to gender-based violence.** What lessons or insights did you gain from those experiences and how will they inform you in your approach to the current partnership?



CRISIS INTERVENTION AND PREVENTION SERVICES 2025 REQUEST FOR PROPOSAL (RFP) APPLICATION

Part 2 - Program Narrative Form

Submit Application to: cddapplications@cityofmadison.com

Deadline: 4:30pm September 22, 2025

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Program Narrative Form **MUST be completed for EACH PROGRAM** for which you are asking for funds.

JOINT/MULTI-AGENCY APPLICANTS

Only the designated 'LEAD AGENCY' is required to submit the Program Narrative form on behalf of each of the identified partners listed in the application.

Responses to this RFP should be complete but succinct. Materials submitted in addition to **Part 1 - Organization Narrative, Part 2 - Program Narrative(s), and Part 3 - Budget Workbook** **will not be considered in the evaluation of this proposal.**

Do not attempt to unlock/alter this form. The front should be no less than 11 pt.

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Part 2 - Program Narrative Form

Program Name:	Prevention Services and Activities: Strengthening Northside Neighborhoods and households as Resource, Connector, Facilitator, event organizer, information distributor and more to strengthen Protective Factors towards individual and community health and wellness. (continuing)	Total Amount Requested for this Program:			\$ 80,500
Legal Name of Organization:	Madison Northside Planning Council, Inc.	Total amount Requested for Lead/Single Applicant			\$ 80,500
Legal Name of Partner(s) (Joint/Multi-Agency Applicants only):		Total Amount Requested for Partner 1:			\$
		Total Amount Requested for Partner 2:			\$
		Total Amount Requested for Partner 3*:			\$
Program Contact: Lead Organization Contact	Justin Markofski	Email:	director@northsideplanningcouncil.org	Phone:	608-444-6640
Program Type: Select ONE Program Type for this form.					
<input type="checkbox"/> Crisis Intervention Support Services: 24/7 Helpline <input type="checkbox"/> Crisis Intervention Support Services: Shelter Services <input type="checkbox"/> Prevention Services and Activities: Community-Based Individual/Family Support <input checked="" type="checkbox"/> Prevention Services and Activities: Building Community and Stabilization <input checked="" type="checkbox"/> Adults and Families <input type="checkbox"/> Youth ages 12-18 years old					
<p>PLEASE NOTE: Separate applications are required for each distinct/stand-alone program. Programs are considered distinct/stand-alone if the participants, staff and program schedule are separate from other programs, rather than an activity or pull-out group.</p>					

1. PROGRAM OVERVIEW

- A. **Need:** What specific need(s) in the City of Madison does this program aim to address? Please cite the data or community input used to support your response.

The scope of this City RFP asks for services and programs that "will build and strengthen protective factors and foster safe, resilient communities" across Madison. Our work is focused on doing just this within clearly established and focused geographic boundaries (53704 north of East Washington and west of Madison College Truax and the airport area; including census tracts 23.01, 24.02 and 22 with significant racial diversity and high numbers of economically disadvantaged students and families in poverty

according to the City Neighborhood Indicators Project.) We are an active contributor to the City's Brentwood/Northport Corridor NRT which was created and exists to serve the needs of the families in this area. Our work and strategy is informed by the most recent MDCPH 'Road Map to Reducing Violence' by targeting our prevention work and services on Goal 3 (Foster Strong Neighborhoods) and its 5 subsequent strategies (see roadmap) as well as by the significant number of community residents and Northside groups and organizations we collaborate with. The strength of our Northside (53704) response to the Community Voices Survey sent earlier this year in attempt to help shape this RFP and bring community perspectives into the process is more evidence of our community embeddedness, responsiveness, and value-add our work brings to the city and community we serve.

- B. Goal Statement: What is the overarching goal of your program in response to the identified need? How does this goal align with the scope, priorities, and desired outcomes described in the RFP guidelines?

Our program exists to meet the City's shared desire to build community and stabilize families and neighborhoods through comprehensive community-wide activities that increase protective factors and fulfill our mission to improve the quality of life and foster equity for ALL residents in the Northside of Madison. We were created to reduce violence and stabilize neighborhoods and we have been effective in doing so since our inception back in 1993 (there is still work to do!). Our comprehensive and holistic approach utilizes community organizing and economic development actions to address social determinants of health for the geographic area of the Northside. In this program and through our services we "focus on upstream solutions that enhance community connectedness, promote long term well-being, and reduce risk factors" for Northside residents through a myriad of ways further described through this application. (and additional activities and services we provide beyond the scope of this application but relevant none-the-less on the beneficial, desired outcomes.

- C. Program Summary Briefly summarize your proposed program, including the population served, core services or activities, where and how services will be delivered, and key expected outcomes. This should provide a high-level snapshot of the program.

Our comprehensive programming includes access to entrepreneurship (in food businesses), job creation and job training (for economic stability) opportunities, foster community connection of residents and neighborhoods by building community through events, community meetings and communication of comprehensive and relevant resources that together help address root causes of crisis and violence, and minimize social isolation and its damaging effects in individual health and community safety. Our specific program activities include continuation of representative community journalism to elevate the voice, perspectives and resources related to our Northside community in publication and distribution of the Northside News (13,000+ household and business distribution). Organizing and hosting numerous trust-building, Northside wide events that cultivate connectedness, belonging and celebrate the positive contributions of Northsiders in various ways (Northside Festival, North Star Awards, candidate forums, issue based community meetings, and neighborhood association and neighborhood leader connections). These activities directly address and will improve the measurable outcomes of this RFP for All Ages on page 10 and strongly aligns with the eligible program types for adults and families on page 9 of this RFP. (See these 6 bullet points and 3 bullet points respectively in the RFP. We can additionally provide the measurable output data as described on page 11 of this RFP. Our services are delivered by a combination of staff, many volunteers including board members and fellow collaborators across our two Northside locations (1219 N Sherman = FEED Kitchens and 1855 Aberg Ave = small NPC office) as well as scattered throughout the Northside with partnership in events and activities at Warner Park, Lakeview Library, Northside Community Centers and on streets and businesses as well.

2. POPULATION SERVED

- A. Proposed Participant Population: Describe the intended service population that will be impacted by this program (e.g., location, ages, race/ethnicities, income ranges, English language proficiency, if applicable etc.) AND how has your org/agency engaged members of this population in designing, informing, developing, implementing the proposed program?

Our proposed program consists of a range of program activities, events, and resource and information sharing across the entire Northside of Madison (as specifically outlined in our by-laws and serving Alder District 18 and Northern parts of District 12). Our service population and reach is truly the entire Northside of Madison. The Northside News is a free community newspaper we publish and distribute to over 13,000 households (and 50 business/community drop-site

locations. The Neighborhood indicators data show that numerous census tracts and block groups within our geographic service area have higher percentages of racial diversity (including census tract 23.01 where most of our free community events take place at Warner Park). We are in regular, ongoing communication and collaboration with the Northside community centers, Northside schools, and Northside neighborhoods to inform about our and other events, resource meetings and in creating our community newspaper with the resources and info shared. We actively participate in numerous Northside coordinated groups of service providers and also city staff such as the NRT, Northside Wellness Partnership, Coffee with A Cop, Northside Business Association. All this has us responsively interacting with a huge range of Northside populations, groups and interests. Our community interactions have shaped the very organization we are and have become and inform the work we are doing in both collaborative spaces as well as our own initiatives.

- B. 2024 Participant Demographics: If your organization has offered similar or related programming in 2024, please provide available demographic data for participants served. This can include data collected through formal programs, pilot efforts, or community-based work—even if it was not funded by the City. If exact numbers are not available, please provide your best estimates and briefly note how the data was gathered (e.g., intake forms, surveys, observations). If you are a new applicant and do not yet have demographic data, please indicate that below.

Race	# of Participants	% of Total Participants
White/Caucasian	16,750	63
Black/African American	4,500	17
Asian	2,250	8
American Indian/Alaskan Native	100	0
Native Hawaiian/Other Pacific Islander	50	0
Multi-Racial	1750	7
Balance/Other	1250	5
Total:	26,650	
Ethnicity		
Hispanic or Latino	2,400	9
Not Hispanic or Latino	24,250	91
Total:	26,650	
Gender		
Man		
Woman		
Non-binary/GenderQueer		
Prefer Not to Say		
Total:	26,650	

Comments (optional): We reference and utilize Neighborhood Indicators data, but even so, it is hard to quantify precisely the constitution of our population served without more time resources to aggregate data across all our Northside Census tracts. The data is there and the bottom line is that our Northside geographic service area constitutes greater racial diversity and higher averages of people experiencing poverty than the city as a whole. There is intentionality to our organization existing where we do and serving the population area that we love and serve within. NOTE - We don't track gender data and the City's NIP site does not have this data for our service population area so we left it blank. Our gender data would mirror the gender identities of our Northside population.

- C. Language Access, Cultural Relevance: Please describe how the proposed program will serve non-English speaking youth, individuals, and families. Describe how the proposed program builds and sustains adequate access and cultural relevance needs.

It is through our partnerships and collaborations that we predominantly support and serve non-English speaking community members. Examples of this include utilizing translation services offered by the language/culture-diverse Lakeview Elementary School for multi-language flyers to families through the schools for our Northside Festival event for example. Also we are partnering with Dane County and service providers like Wisconsin EcoLatinos and Hmong Institute to offer language and culturally relevant Home Energy Guides for a energy/money saving program as another current example. We have strong relationships with community partners such as Northport CLC where there is currently a substantial Afghan

population and we have provided info in Pashto to serve this population. These are all mere examples of the manner in which our strong relationships with community partners enable us to tailor our communication and collaboration to the communities we serve, whoever they are and whatever language and culture needs they have throughout the Northside. We always listen to and work with community partners to maximize the extent in which our events and programs are available to and accessed by the Northside community in total. We would love to keep growing in our ability to serve all ages and populations well and are intentional in our pursuit of this, including what new staff we would bring on if we have resources to do so.

D. Recruitment and Engagement Strategy:

a. **Recruitment & Outreach:**

How does your program plan to recruit and reach members of the identified service population?

Please describe any community outreach strategies, partnerships, or referral pathways you will use.

I refer to my previous answers to describe the manner in which we work with and through our relationship networks here on the Northside to recruit and reach Northsiders with our available events, resources and opportunities for engagement. We intend to additionally create an 'inventory of Northside Communication Networks' in a crowd-sourced kind of google sheet (added in some cases by word of mouth exchanges for those not accessing that technology but who have networks/connections) as another layer to our effort to saturate the entire Northside population with awareness of useful information for everyone (from our work and the work of others also).

b. **Addressing Barriers to Participation:**

What specific barriers to participation (e.g., transportation, scheduling, language, trust) might the population face, and how does your program plan to address them?

Our work is throughout the entire Northside and is not bound to one location or time of day/night. Therefore, we utilize many communication strategies to reduce barriers for our Northside population. We hold meetings among many locations with numerous partners and their programs, as well as businesses. We do our best to ensure access, awareness and inclusion of our entire community. One illustration of a simple representation of this multi-model access is by having in person local candidate forums for local elections (in accessible buildings) but also streaming these via FB live so home-bound individuals can participate. We then place the recording of these on our FB page so they can be accessed later at the calendar convenience of those who may work 2nd shift (in this case) or be handling home and family life at the time of the in person meeting. We have advocated for greater bus service for Northsiders since the Metro route re-design eliminated some routes and limited frequency of others including to the Pick-n-Save grocery store here on the Northside.

c. **Enrollment & Engagement Approach:**

Describe how participants will be enrolled and engaged in the program. Include any tools, processes, or approaches you will use that are responsive to the needs and preferences of the population served (e.g., Individual Service Plan (ISP), intake forms, assessment tools, culturally responsive practices).

Every Northside address automatically receives a free copy of the Northside News (free community newspaper with lots of useful, relevant, local information about people, places, programs (library and more) and calendar of events. No sign up or enrollment is needed. We simply saturate the Northside with this free (to the reader) community resource. Our events including our most recent Northside Festival are free, open to all, and advertised as extensively as we can manage (for reference we had Pat Wongkit as a volunteer communication coordinator for this event and we generated ~2,700 FB engagements (interested/going) for that event alone. No registration or fee needed. North Star Awards get advertised and promoted and anyone can just show up the night of the event and participate (for free). We advertise all our community meetings and events in the Northside News as well as on our NPC FB page and these usually get picked up and shared more broadly by other NPC followers and partners/collaborators/community members who care. We post, share and otherwise circulate event and program information of others serving the Northside as well - all the time.

3. PROGRAM LOCATION, DESCRIPTION, AND STRUCTURE

- A. Activities: Describe your proposed program activities. Please be sure to specify your program type, i.e. shelter services, workshops, helplines, classes, etc.,).

We will publish our typically 28-32 page Northside News with distribution to over 13,000 Northside households every other month (6 times/year). We will create an additional new Community Violence Prevention and Intervention Resource page in each Northside News issue to accompany our existing 'Health and Safety' page and allow for further spreading of helpful info in this CIP realm (including from fellow service providers also receiving this grant) as an ongoing service to all Northsiders.

We will post and circulate info about our programs and resources - as well as the programs and resources of anyone sharing these with us (or that we come across) - on our social media channels and via email listservs we are part of or host. We will track this number as a metric.

We will host valuable, powerful and dynamic, free community events accessible to all community members including specifically; the Northside Festival (attendance ~2,000 in 2025), North Star Awards (we max out the room with 125-150 people annually at Warner), candidate forums for local elections and other community meetings on topics that emerge and/or that we are asked to facilitate.

We will continue to engage with numerous Northside groups and efforts as the trusted Resource, Connector and Facilitator we have become known as in these spaces (including the Brentwood-Northport Corridor NRT, Northside Wellness Partnership, Northside Business Association, and other places of Northside coming together like Coffee with A Cop.

We will continue to offer support to Northside Neighborhoods, Neighborhood Associations, and their leaders through N3 (Northside Neighborhoods Network) and the subgroups that form from this.

We will continue our habit of partnering with other groups to co-sponsor and support classes and workshops in areas like home-ownership, energy savings, self-care, PFA contamination, and more (with these all being specific examples of past partnerships and collaborations.

All of these activities work together to create a strong social net of neighborhood and community connection, belonging, trust, and increased health and resilience against isolation and alienation.

- B. Use of Evidence-Based or Promising Practices:

Please identify any evidence-based or evidence-informed models, practices, or curricula used, including sources or documentation of their effectiveness. If your program does not use a formal evidence-based model, describe the rationale for your approach and how it aligns with the goals of crisis intervention and prevention.

We don't have an explicit, single, evidenced based model we apply to our work. In many ways we have become a model to others in our work (incubating entrepreneurs with access to jobs and new business opportunities at FEED Kitchens - which DATCP, the Black Business HUB, Public Market and other municipalities have turned to for our expertise and advice (shared for free), job training as a successful social enterprise that helps subsidize the cost of doing business and creates jobs through FEED Bakery and Training. We learn lessons from other Northside models and examples like Troy Gardens (mixed income housing, urban farm, community gardens and restored prairie providing community land/food access - which NPC helped found and launch in its inception). We learn from Carmen Porco's nationally recognized housing ministries work at Northport and Packer where community learning centers were built to offer place based services with emphasis on education and employment skills development and opportunities for the residence of these project based section 8 developments (with the model of hiring residents for all the staff positions who are invested community members themselves). We learn from and apply the Road Map to Reducing Violence created locally by MDCPH and partners in our prevention work. We have stood the test of time for a reason, and we are delivering invaluable support across complex systems and institutions to benefit the Northside community and create more stable, more connected communities that care about their neighbor and have pride in their identity as Northsiders who engage (see social scientist Robert Putnam's documentary "Join or Die" as more evidence and information about the value of our work/model).

- C. **Program/Service Schedule and Location:** Please fill out the charts below to describe the schedule for your proposed program or service, including days and hours that services, classes, workshops, or other activities will be operating (if your staff operates during varied hours, please give your best overview of when your staff are interacting with clients).
- If your program operates at **multiple locations** with the **same schedule**, please list all locations TOGETHER in **TABLE 1** and include the schedule of operation
 - If your program operates at **multiple locations** with **different schedules**, use **TABLE 2** in addition to table 1 to detail each location's unique schedule
 - If you are submitting a **JOINT/MULTI-AGENCY** application:
 - Use **TABLE 1**, if the service operates at **multiple locations** with the **same hours** (Please list all locations)
 - Use **TABLE 2**, in addition to table 1, if the service is operating at **multiple locations** with **different hours**

Table 1:

PROGRAM LOCATION(s):		
Day of the Week	Start Time	End Time
Monday	8:00 AM	5:00 PM
Tuesday	8:00 AM	5:00 PM
Wednesday	8:00 AM	5:00 PM
Thursday	8:00 AM	5:00 PM
Friday	8:00 AM	5:00 PM
Saturday	Choose an item.	Choose an item.
Sunday	Choose an item.	Choose an item.

**If hours are different than those listed, please use rows below drop-down list*

Table 2: (Optional/if needed)

PROGRAM LOCATION(s):		
Day of the Week	Start Time	End Time
Monday	Choose an item.	Choose an item.
Tuesday	Choose an item.	Choose an item.
Wednesday	Choose an item.	Choose an item.
Thursday	Choose an item.	Choose an item.
Friday	Choose an item.	Choose an item.

Saturday	Choose an item.	Choose an item.
Sunday	Choose an item.	Choose an item.

****If hours are different than those listed, please use rows below drop-down list***

If applicable, please list the third and any subsequent service locations. Include the specific program schedule(s) differences as compared to the programs included in the tables above:

Our events, classes and programs happen at various times of day/evening and year and are always well advertised in advance. The above schedules are for regular work hours when a staff person from our nonprofit is present and working from these two locations (FEED Kitchens at 1219 N Sherman Ave and NPC community office at 1855 Aberg Ave).

4. ENGAGEMENT COORDINATION AND COLLABORATION

- A. Family Engagement: Describe how your program engaged youth, individuals, and families in the development of this proposal, and how they will be involved in the implementation and assessment of the program activities.

We are continuously working in relation to individuals and families (youth and adults) in our daily work and we are intentional to ask questions and welcome feedback and input in all that we do - though we are not case managers or direct service providers of crisis or intervention services. We put out survey's to the community to tell us what we are doing well and what we can improve on. We talk to people and ask the same for ongoing improvement and refinement. For our recent Northside Festival we asked for verbal feedback and sent follow up satisfaction and input surveys to our volunteers, vendors, food carts, activity stations and volunteer coordinators to collect this helpful information. We are intentional to invite this input and will continue to trust the Northside community and those serving the Northside to help us understand the needs and opportunities that individuals and families are experiencing and wish to see addressed.

- B. Neighborhood/Community Engagement: Describe how your program engaged neighborhood residents or other relevant community stakeholders in the development of this proposal, and how they will be involved in the implementation and assessment of the program activities.

In addition to what is communicated above, we reach out to and seek to catalyze connection to the Northside Neighborhoods and Neighborhood Associations and their leaders. We even reached out to our community contacts and invited engagement on the survey that the City of Madison created and shared for feedback on this very CDD, CIP, RFP process. Just by asking our contacts to help the city by filling out the survey to inform this request for proposal we had a large number of Northsiders respond with their input - because they are used to hearing from us and engaging responsively. It's a two way street here on the Northside.

- C. Collaboration: Please complete the table below and respond to the narrative questions regarding program collaboration with community partners.

Note:

- Single applicants **MUST** list all partners/collaborators below and include a letter of commitment/support from the agency partner highlighting the ways in which the agency will support the program.
- Joint Lead applicants **MUST** include the program partners list, their role & responsibilities, contact person, and attach a Memorandum of Understanding MOU.

Partner Organization	Role & Responsibilities	Contact Person	Signed MOU (Yes/No)?

List any additional partners, their role & responsibilities, contract person and MOU information (if applicable):

We did not seek to recruit/create new partner relationships with MOUs for this application. With our existing contract with the City through this same category we are accustomed to reporting quarterly on our relationship to and contact/collaboration with other community partners and agencies. These partnerships and relationships are organic, relational and firmly established such that MOUs aren't needed to ensure resource sharing and mutual support is occurring. In looking back at the two most recent quarterly reports for our work (under our existing contract with the city), I count 37 separate partners we collaborated with in quarter 2, and 32 distinct partners we collaborated with in quarter one of 2025. This is just part of our work and how we are effective in what we do to fulfill our mission: to improve the quality of life and foster equity on the Northside of Madison. (I can supply a list of these partners and other collaborators if this info is desired or useful to those evaluating this proposal.) Just let me know. It's like the difference between a contract and covenant I guess. I would argue a covenant is more powerful.

How do these partnerships enhance this proposal?

Working with partners and collaborating is essential to everything we do. Even our internal programs like publishing the Northside News is a collaboration and partnership of around 100 individual writers, photographers, local business advertisers, proof-readers, columnists and then Madison Media Partners to print and the USPS to deliver the newspaper. To be the Resource, Connector and Facilitator we are to the Northside, you can't be or do anything alone or on your own. It's ALL working with others to support others (whether individuals, households, friends groups and projects, neighborhoods, nonprofits, small local businesses. All of these require partnership, collaboration, trust and relationship building.

What are the decision-making agreements with each partner?

I hope this doesn't sound dismissive or evasive to say see the previous answers. We talk, people ask for help by stopping by, calling or emailing and we respond with the support that we have to give based on our knowledge, skills, resources and relationship network we can offer in solution towards whatever the need or issues is. Decisions get made along the way by us and by others based on the understanding and agreements shared by those working on whatever the topic or issue is.

- D. Resource Linkage and Coordination: What resources are provided to youth, individuals, and families participants by your proposed program/service? How does the program coordinate and link participants to these resources?

We share resources (of knowledge, information, connections) constantly/daily. We don't have things like gas cards or free food (well, I guess we do have gleaned/rescued food through our Healthy Food for All program) or down payment assistance to offer. We take time to listen to people and don't just immediately give a 'referral' to a sheet of paper with a list of phone numbers. We make personal linkages introducing agencies to agencies, businesses to businesses, neighborhood leaders to neighborhood leaders, and individuals to relevant service providers (and the people offering those services/resources because they always come through people). Then we blast our resources out as far and wide as we can through the communication channels previously described (Northside News, NPC Fb, email listservs, etc.)

5. PROGRAM QUALITY, OUTPUTS, OUTCOMES AND MEASUREMENT

- A. Program Outputs – Please tell us how you are measuring your output data such as: Unduplicated Youth, Individuals, Families, Community Events, Program Hours, etc. Please see Guidelines 1.1

Our output data is measured in these ways: 1. Number of copies of the Northside News printed and distributed as a free community resource throughout the community (getting into all homes/apartments). 2. Number of events organized/hosted. 3. Number of attendees at these events. 4. Number of social media posts of Northside community resources (quarterly). 5. Number of partners contacted for shared collaboration/connections. 6. Number of meetings facilitated or participated in with multiple Northside partners present.

B. Program Outcomes

Please describe the data and the data source used to choose your outcome objectives:

I am not able to see how to copy and paste the table below in a way that allows me to add further outcome objectives. However, I propose that we will survey program/event participants to collect data results on all six of the measurable outcomes described on page 10-11 of the RFP for Prevention Services and Activities: Building Community and Stabilization (for adults and families). We will use the same survey as our measurement tool and methodology for collecting responses to all 6 of these outcomes. The three additional outcomes not able to be placed in the table format below (technological limitation) are:

4. Percentage of individuals who report that the service received met their cultural, linguistic, psychological and physical needs.
5. Individuals report that services were accessible, inclusive and responsive to their individual identities and lived experiences.
6. Individuals report positive experiences with staff, citing culturally responsive, trauma-informed, and empathetic service delivery.

Please complete the table(s) with your selected outcome objectives. Applicants must choose from the measurable outcomes listed in the RFP that correspond to the priority area for which they are applying. Youth-specific programs are **required** to report on the youth outcomes identified in the RFP. In addition to these required outcomes, applicants may propose additional program-specific outcomes they plan to track and evaluate. **Note: Outcome EXAMPLE Objective is not required and is ONLY meant to serve as an example outcome to reference as you complete the other tables**

Outcome EXAMPLE Objective: 75% of clients report services were accessible, inclusive, and responsive to their individual identities and experiences (this is an EXAMPLE ONLY and is NOT REQUIRED).				
Performance Standard	Targeted Percent	75%	Targeted Number	90 of 120 clients
	Actual Percent	78%	Actual Number	94 out of 120 clients
Measurement Tool(s) and Comments: Client exit survey and open-ended feedback forms				
Methodology: The primary measurement tool was an exit survey that used open-ended and multiple-choice prompts to allow participants to elaborate on their experiences. Surveys were distributed to all program participants at time of exit from services/at the point of program completion, surveys are voluntary and anonymous.				

Outcome Objective #1: Individuals report an increased sense of trust, connection and belonging within their communities.				
Performance Standard	Targeted Percent	75%	Targeted Number	100 responses
	Actual Percent		Actual Number	
Measurement Tool(s) and Comments: Participant survey with question and open-ended feedback.				

Methodology: We will create a survey with these qualitative outcome objective questions contained within it both in some multiple choice options as well as a chance for open ended comments and feedback as well. These surveys will be voluntary and anonymous, equally distributed and available to all attendees.

Outcome Objective #2: Individuals report improved social relationships, communication skills, and confidence participating in community activities and events.

Performance Standard	Targeted Percent	75%	Targeted Number	100 responses
	Actual Percent		Actual Number	

Measurement Tool(s) and Comments: Participant survey with question and open-ended feedback.

Methodology: We will create a survey with these qualitative outcome objective questions contained within it both in some multiple choice options as well as a chance for open ended comments and feedback as well. These surveys will be voluntary and anonymous, equally distributed and available to all attendees.

Outcome Objective #3: Individuals report overall improvement in well-being and life stability following program participation

Performance Standard	Targeted Percent	75%	Targeted Number	100 responses
	Actual Percent		Actual Number	

Measurement Tool(s) and Comments: Participant survey with question and open-ended feedback.

Methodology: We will create a survey with these qualitative outcome objective questions contained within it both in some multiple choice options as well as a chance for open ended comments and feedback as well. These surveys will be voluntary and anonymous, equally distributed and available to all attendees.

To add additional outcome objectives, please copy and paste the table below as needed.

- C. Data Tracking: What data tracking systems are in place or will be in place to capture the information needed to document demographics, program activities, outcome measures, and expenses?
 Neighborhood Indicators Project measures Northside demographic data that represents our service population via our saturation mail and Northside News distribution. We will survey as many participants as respond with the qualitative outcome questions after relevant events we organize/host. We have a half-time bookkeeper, board treasurer, file annual taxes and had a recent annual audit so our finances are well managed using Quickbooks software. We are already in the habit of measuring outputs for our existing city service contract and will continue this.

6. PROGRAM STAFFING AND RESOURCES:

- A. Program Staffing: Full-Time Equivalent (FTE) – Include employees, with direct program implementation responsibilities. **Please be sure to list all required certifications and training.** FTE = % of 40 hours per week. Use chart below and use one line per individual employee.

Position Title	FTE	Required Certifications and Training	Location(s)
Executive Director		None required - lived experience and skill based competency is sought (education a bonus)	There is no gray input box for FTE so I will put here that this program utilizes 40% of the E.D.'s time in exclusively direct

			<p>program implementation (20% as Northside News Editor and 20% as Community Organizer for the events and activities and outcomes described. 0% of this request is for 'overhead/admin' expenses. Our capacity necessitates the E.D. spends over 80% of his FT hours on direct program implementation.</p> <p>(As for location, services and events happen throughout the Northside of Madison as outlined elsewhere in this application).</p>

- B. Volunteers: Describe your process for screening, training, and supervising volunteers who will have direct contact with program participants.
We don't have volunteers involved with any direct or sensitive work with individuals or families in the programs and services we provide. We have volunteer community members helping at our events and as community journalists and proof-readers, always with simple orientations and with staff member supervision and support.
- C. Other Program Resources Please list any other program resources or inputs (e.g., program space, transportation, equipment, or other supports) that are necessary for the success of your program. Are these resources currently in place? If not, describe your plan and timeline for securing them.
We have all the other program resources needed in place as we have been building our programs and services over the past 32 years of our work here on the Northside. We have a small office location, though most of our work and meetings happen out and about the Northside community with the many other folks we constantly work with. We have personal computers for creating the Northside News and rely on external resources to print and distribute these. We don't require any additional supports to fulfill our program. We are extremely low-overhead and streamlined and focus our energy and resources on people, relationships and our impact on behalf of the Northside community and its places as well.

7. BUDGET

- A. The budget workbook should be submitted with the proposal using the template provided in an Excel document or as a PDF. There are six tabs within the Excel spreadsheet: Cover Page, Board & Staff Demographics, Revenue, Expenses, Personnel, and Program Summary. **The Cover Page, Program Summary, and relevant Program Budgets must be submitted with this document for a proposal to be complete.**

Joint/Multi-Agency Applications

- B. The Lead Applicant will be responsible for submitting the Budget Workbook and Budget Narrative(s) alongside all required materials.

- a. The budget template and budget narrative can be found on the [CDD Funding Opportunities Website](#).

8. If applicable, please complete the following:

A. Disclosure of Conflict of Interest

Disclose any potential conflict of interest due to any other clients, contracts, or property interests, e.g. direct connections to other funders, City funders, or potentially funded organizations, or with the City of Madison.
None

B. Disclosure of Contract Failures, Litigations

Disclose any alleged significant prior or ongoing contract failures, contract breaches, any civil or criminal litigation.
None

APPLICATION FOR 2025 CRISIS INTERVENTION AND PREVENTION SERVICES PROGRAMS

1. ORGANIZATION CONTACT INFORMATION

Legal Name of Organization	Madison Northside Planning Council, Inc.
Mailing Address	1219 N Sherman Ave Madison, WI 53704
Telephone	608-444-6640
FAX	N/A
Director	Justin Markofski
Email Address	director@northsideplanningcouncil.org
Additional Contact	Chris Brockel
Email Address	manager@feedkitchens.org
Legal Status	Private: Non-Profit
Federal EIN:	39-1759164

2. PROPOSED PROGRAMS

Program Name:	2025		If currently City funded	
	Letter	Amount Requested	2024 Allocation	Joint/Multi Application - SELECT Y/N
Prevention Services & Activities:	A	\$80,500	\$65,000	
Contact:	Justin Markofski director@northsideplanningcouncil.org			
	B			
Contact:				
	C			
Contact:				
	D			
Contact:				
	E			
Contact:				
TOTAL REQUEST		\$80,500		

DEFINITION OF ACCOUNT CATEGORIES:

Personnel: Amount reported should include salary, taxes and benefits. Salary includes all permanent, hourly and seasonal staff. Taxes/benefits include all payroll taxes, unemployment compensation, health insurance, life insurance, retirement benefits, etc.

Operating: Amount reported for operating costs should include all of the following items: insurance, professional fees and audit postage, office and program supplies, utilities, maintenance, equipment and furnishings depreciation, telephone, training and conferences, food and household supplies, travel, vehicle costs and depreciation, and other operating related costs.

Space: Amount reported for space costs should include all of the following items: Rent/Utilities/Maintenance: Rental costs for office space; costs of utilities and maintenance for owned or rented space. Mortgage Principal/Interest/Depreciation/Taxes: Costs with owning a building (excluding utilities and maintenance).

Special Costs: Assistance to Individuals - subsidies, allowances, vouchers, and other payments provided to clients. Payment to Affiliate Organizations - required payments to a parent organization. Subcontracts - the organization subcontracts for service being purchased by a funder to another agency or individual. Examples: agency subcontracts a specialized counseling service to an individual practitioner; the agency is a fiscal agent for a collaborative project and provides payment to other agency.

3. SIGNATURE PAGE**AFFIRMATIVE ACTION**

If funded, applicant hereby agrees to comply with City of Madison Ordinance 39.02 and file either an exemption or an affirmative action plan with the Department of Civil Rights. A Model Affirmative Action Plan and instructions are available at cityofmadison.com/civil-rights/contract-compliance.

CITY OF MADISON CONTRACTS

If funded, applicant agrees to comply with all applicable local, State and Federal provisions. A sample contract that includes standard provisions may be obtained by contacting the Community Development Division at 266-6520. If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected agency.

INSURANCE

If funded, applicant agrees to secure insurance coverage in the following areas to the extent required by the City Office of Risk Management: Commercial General Liability, Automobile Liability, Worker's Compensation, and Professional Liability. The cost of this coverage can be considered in the request for funding.

4. SIGNATURE

Enter name:

By entering your initials in the box you are electronically signing your name and agreeing to the terms listed above.

DATE

INITIALS:

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5. BOARD-STAFF DEMOGRAPHICS

Indicate by number the following characteristics for your agency's current board and staff. Refer to application instructions for definitions. You will receive an "ERROR" until you finish completing the demographic information.

DESCRIPTOR					MADISON*		
	BOARD		STAFF		GENERAL	POVERTY	R/POV**
	Number	Percent	Number	Percent	Percent	Percent	Percent
TOTAL	8	100%	18	100%			
GENDER							
MAN	0	0%	9	50%			
WOMAN	8	100%	8	44%			
NON-BINARY/GENDERQUEER		0%	1	6%			
PREFER NOT TO SAY		0%		0%			
TOTAL GENDER	8	100%	18	100%			
AGE							
LESS THAN 18 YRS		0%		0%			
18-59 YRS	7	88%	12	67%			
60 AND OLDER	1	13%	6	33%			
TOTAL AGE	8	100%	18	100%			
RACE							
WHITE/CAUCASIAN	6	75%	16	89%	80%	67%	16%
BLACK/AFRICAN AMERICAN	1	13%	1	6%	7%	15%	39%
ASIAN	1	13%		0%	8%	11%	28%
AMERICAN INDIAN/ALASKAN NATIVE		0%		0%	<1%	<1%	32%
NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER		0%		0%	0%	0%	0%
MULTI-RACIAL		0%	1	6%	3%	4%	26%
BALANCE/OTHER		0%		0%	1%	2%	28%
TOTAL RACE	8	100%	18	100%			
ETHNICITY							
HISPANIC OR LATINO	0	0%	3	17%	7%	9%	26%
NOT HISPANIC OR LATINO	8	100%	15	83%	93%	81%	74%
TOTAL ETHNICITY	8	100%	18	100%			
PERSONS WITH DISABILITIES	0	0%	1	6%			

*REPORTED MADISON RACE AND ETHNICITY PERCENTAGES ARE BASED ON 2009-2013 AMERICAN COMMUNITY SURVEY FIGURES.

AS SUCH, PERCENTAGES REPORTED ARE ESTIMATES. See Instructions for explanations of these categories.

**R/POV=Percent of racial group living below the poverty line.

6. Does the board composition and staff of your agency represent the racial and cultural diversity of the residents you serve? If not, what is your plan to address this? (to start a new paragraph, hit ALT+ENTER)

Our board and staff composition does not yet satisfy our desire to fully represent the residents and community we serve. In completing our current/active City Affirmative Action Plan the area of focus reflected to us by the City's equal opportunities division has increasing women on staff - to which we have progressed towards with our most recent hires and process. We still desire and intend to increase our racial and cultural diversity of our board and staff to increase from our current (25% board) and (29% staff) racial/ethnic diversity we currently have. This is a known goal for our recruiting and hiring considerations and we have been proactive in these goals, and will continue to be. The make-up of our entrepreneurs at FEED Kitchens (one of our programs) both demonstrates our commitment to purposefully serving racial and cultural diverse populations who have been historically marginalized and our need for continuing and increasing representation of these same populations across our staff and board. We are excited to continue our growth in this area.

7. AGENCY GOVERNING BODY

How many Board meetings were held in 2023

12

How many Board meetings has your governing body or Board of Directors scheduled for 2024?

12

How many Board seats are indicated in your agency by-laws?

Between 7 and 11

List your current Board of Directors or your agency's governing body.

Name	Shaunté McCullum				
Home Address					
Occupation	Small Business Owner (Enrichment and Endearment Unlimited)				
Representing	Chair				
Term of Office	4th	From:	01/2019	To:	12/2026
Name	Renee Buchanan				
Home Address					
Occupation	Clinical Scientis (Merck)				
Representing	Treasurer				
Term of Office	2nd	From:	04/2023	To:	12/2026
Name	Dawn Mortimer				
Home Address					
Occupation	Chief Innovation Officer - TASC				
Representing	Secretary				
Term of Office	1st	From:	02/2024	To:	12/2025
Name	Ruth Schultz				
Home Address					
Occupation	Realtor - First Weber				
Representing	Northside at large				
Term of Office	3rd	From:	01/2021	To:	12/2026
Name	Sue Peck				
Home Address					
Occupation	Small Business Owner (Evolution Financial)				
Representing	Northside at large				
Term of Office	2nd	From:	04/2023	To:	12/2026
Name	Kerri Mallien				
Home Address					
Occupation	Branch Manager - Old National Bank				
Representing	Northside at large				
Term of Office	2nd	From:	01/2022	To:	12/2025
Name	Helen Osborn-Senatus				
Home Address					
Occupation	Director of Operations - River Food Pantry				
Representing	Northside at large				
Term of Office	1st	From:	11/2024	To:	12/2026
Name	Pat Wongkit				
Home Address					
Occupation	Program Director - Northport & Packer Community Learning Centers				
Representing	Northside at large				
Term of Office	1st	From:	01/2025	To:	12/2026

AGENCY GOVERNING BODY cont.

Name

Home Address

Occupation

Representing

Term of Office

From:

mm/yyyy

To:

mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From:

mm/yyyy

To:

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mm/yyyy

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mm/yyyy

Name

Home Address

Occupation

Representing

Term of Office

From:

mm/yyyy

To:

mm/yyyy

****Instructions: Complete this workbook in tab order, so the numbers will autofill correctly. Only fill in the yellow cells.**
Only use whole numbers, if using formulas or amounts with cents, convert to whole number before submitting to CDD.

Please fill out all expected revenues for the programs you are requesting funding for in this application.
 All programs not requesting funding in this application, should be combined and entered under NON APP PGMS
 (last column)

REVENUE SOURCE	AGENCY 2025	PROGRAM A	PROGRAM B	PROGRAM C	PROGRAM D	PROGRAM E	NON APP PGMS
DANE CO HUMAN SVCS	0	0					0
UNITED WAY DANE CO	0	0					0
CITY CDD (This Application)	80,500	80,500					0
City CDD (Not this Application)	0	0					0
OTHER GOVT*	30,000	0					30,000
FUNDRAISING DONATIONS**	112,840	60,340					52,500
USER FEES	1,176,500	55,000					1,121,500
TOTAL REVENUE	1,399,840	195,840	0	0	0	0	1,204,000

*OTHER GOVERNMENT: Includes all Federal and State funds, as well as funds from other counties, other Dane County Departments, and all other Dane County cities, villages, and townships.

**FUNDRAISING: Includes funds received from foundations, corporations, churches, and individuals, as well as those raised from fundraising events.

****Use whole numbers only, please.**

[illegible]

****List all staff positions related to programs requesting funding in this application, and the amount of time they will spend in each program.**

Title of Staff Position*	2025 Program A FTE**	2025 Program B FTE**	2025 Program C FTE**	2025 Program D FTE**	2025 Program E FTE**	2025 Total FTE	2025 Annualized Salary	2025 Payroll Taxes and Fringe Benefits	2025 Total Amount	2025 Hourly Wage***	2025 Amount Requested from the City of Madison
Executive Director (Northside Ne	0.40					0.40	76,000	5,814	81,814	36.53	30,400
						0.00			0		
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
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						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
SUBTOTAL/TOTAL:	0.40	0.00	0.00	0.00	0.00	0.40	76000.00	5814.00	81814.00	36.53	30400.00

CONTINUE BELOW IF YOU NEED MORE ROOM FOR STAFF POSITIONS

*List each staff position separately. Indicate number of weeks to be employed if less than full year in parentheses after their title.

**Full Time Equivalent (1.00, .75, .60, .25, etc.) 2,080 hours = 1.00 FTE

****List all staff positions related to programs requesting funding in this application, and the amount of time they will spend in each program.**

	2025	2025	2025	2025	2025	2025	2025	2025	2025	2025	2025
Title of Staff Position*	Program A FTE**	Program B FTE**	Program C FTE**	Program D FTE**	Program E FTE**	Total FTE	Annualized Salary	2025 Payroll Taxes and Fringe Benefits	Total Amount	Hourly Wage***	2025 Amount Requested from the City of Madison
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
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						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
TOTAL:	0.40	0.00	0.00	0.00	0.00	0.40	76000.00	5814.00	81814.00	36.53	30400.00

*List each staff position separately. Indicate number of weeks to be employed if less than full year in parentheses after their title.

****Full Time Equivalent (1.00, .75, .60, .25, etc.) 2,080 hours = 1.00 FTE**

Program Summary

This tab should be completely filled in by your previous answers.

Pgm Letter	Program Name	Program Expenses	2025 City Request
A	Prevention Services & Activities: Building Community & Stabilization, Adults & Family (continuing)	PERSONNEL	30,400
		OTHER OPERATING	26,700
		SPACE	0
		SPECIAL COSTS	23,400
		TOTAL	80,500
B	0	PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
C	0	PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
D	0	PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
E	0	PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
TOTAL FOR ALL PROGRAMS			80,500