



Employment and Career Development Services 2026 Request for Proposal (RFP) Organization Narrative Form

Submit Application to: cddapplications@cityofmadison.com

Deadline: 4:30PM August 3rd, 2026

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 Employment and Career Development Service Area in the Community Resources Unit. There are four priority areas in the Employment RFP, one of which has 2 sub-areas:

- Youth Employment
 - Programs and Services
 - Wanda Fullmore Internship
- Young Adult Employment- Programs and Services
- Adult Employment- Programs and Services
- Southwest Madison Employment Center Operator

Organizations can apply for each program type. Please refer to the RFP guidelines for full program type descriptions.

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: Yolanda Shelton-Morris, Community Resources Manager yshelton-morris@cityofmadison.com or Community Development Specialist Dominic Davis ddavis2@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 Madeline Bohrod – mbohrod@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, 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:	Sector67 Inc.	Total Amount Requested:	\$ 117,875
All program(s) connected to your organization:	Program Name: Sector67 Youth Works Amount Requested: \$ 117875 Applicant Type: Single Agency Application Program Type: Youth Employment- Programs & Services 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):		
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	Program Name: Amount Requested: \$ Applicant Type: Choose an item. Program Type: Choose an item. List Program Partner(s) (if applicable):		
	If you are applying for more than four programs, please contact Dominic Davis Ddavis2@cityofmadison.com		

Contact Person for application (Joint Applications - Lead Org):	Chris Meyer	Email: team@sector67.org	
Organization Address:	56 Corry St, Madison, WI	Telephone:	608-241-4605
501 (c) 3 Status:	☒ Yes ☐ No	Fiscal Agent(if no)	

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 employment and career development, or serving the proposed population. Please keep your response concise (approximately 1–2 paragraphs).

Sector67 was founded in 2010 by executive director Chris Meyer to provide community access to tools, equipment and knowledge to build things. In 2011 we partnered with the Workforce Development Board of South Central Wisconsin (WDBSCW) to serve as a training location for the Transitional Jobs Program until it lost funding in late 2012. The program objective was to provide incarcerated people with training to re-enter the workforce. In 2016 and 2017 we again worked with WDBSCW to provide manufacturing training to high school students through their Middle College Program. These programs have provided us with a conceptual framework of the importance of workforce training and the value of exposing youth to early career experiences and connecting them with part time and full time employment through our business relationships. Organizationally we also grew to understand the challenges of working with short term program funding as both of these programs were cancelled shortly after we were engaged with them.

Since 2012 we've had a long-time partnership with Monona Grove's alternative school MG21. Although the school falls outside of Madison's geographic boundary, because it's a project-based magnet school over 26% of our MG21 students are eligible as they live in the City of Madison despite attending school in Monona. Beginning in 2017 we partnered with East High School to offer a free afterschool robotics program by assisting interested students recruited by longtime calculus teacher Cynthia Chin. In 2025 Ms. Chin handed off student recruitment to the physics department who we continue to work with. This program has been successful in introducing students to technical skills and career interests they would not have considered otherwise - programming, electronics, engineering. We anticipate using funds from this program to offer current and future student connections with more formal paid training.

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

Since 2011 Sector67 has offered youth apprenticeship experiences on both a formal and informal basis depending on available funding and our capacity to provide engaging and interesting programming. Community programs and funding have generally been unstable so we worked to create an independent endowment to remove our dependency on outside funding. Starting in 2024 we built up a large enough fund to support two paid student interns each summer and have slowly worked to formalize these efforts each year since then. Participating students have gone on to join the

workforce as programmers, engineers, electricians, software developers; sometimes through additional bridge programs like the City of Madison Green Power program or Operation Fresh Start.

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."

No changes.

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."

We're working to meet occupancy requirements on the second floor of our building so we can expand our operations into a larger footprint (+9000 square feet).

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, culturally responsive services, etc.).

Sector67 relies in large part on our wide community of members and skilled trades volunteers to carry out activities and events. The network of professional experience is vast; we have many engineers, programmers, entrepreneurs, architects, contractors, plumbers, electricians and other technical trades among our regular volunteers who understand the importance of donating their time to inspire the next generation. Our director Chris Meyer is currently the only compensated staff member. As a student he worked for two years in UW-Madison's student housing division managing a staff of 7 people. UW student housing provided wide ranging management staff training and the opportunity to attend the 5 day 2006 National Conference on Race and Ethnicity (NCORE).

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 Employment Services.** What lessons or insights did you gain from those experiences and how will they inform you in your approach to the current partnership?



Employment and Career Development Services 2026 Request for Proposal (RFP) Program Narrative Form

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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.**

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Part 2 - Program Narrative Form

Program Name:	Sector67 Youth Works	Total Amount Requestedfor this Program:	\$117875
Legal Name of Organization:	Sector67 Inc.	Total amount Requested for Lead/SingleApplicant	\$ 117875
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	Chris Meyer	Email: team@sector67.org	Phone: 608-241-4605
Program Type: Select ONE Program Type for this form.			
☒ Youth Employment- Programs and Services ☐ Youth Employment- Wanda Fullmore Internship ☐ Young Adult Employment- Programs and Services ☐ Adult Employment- Programs and Services ☐ Southwest Madison Employment Center Operator 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.			

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.

Young people in Dane County are facing a future that feels less certain than ever, and local data backs this up. In the 2024 Dane County Youth Assessment, the largest youth survey in the county's 44-year history with over 24,000 students, 43.8% of high school girls and 21.3% of high school boys reported feeling anxious "often fteor always," and 16.4% of high school youth were found to be at risk of major depression. While these numbers have improved slightly since the pandemic, they remain far above pre-2015 levels, showing that anxiety about the future is still a serious, everyday reality for many Madison-area teens.

That same survey showed that 20.4% of high school youth are looking for work but unable to find employment, with high disparity for Black/African-American high school youth (33.5%) and Hispanic high school youth (32.0%) looking for work but unable to find employment.

At the same time, Wisconsin's skilled trades workforce is under real strain. A University of Wisconsin-Extension analysis found that from 2021 through early 2025, Wisconsin averaged over 190,000 job openings a month but only about 97,000 unemployed workers to fill them, a monthly shortfall of more than 93,000 workers statewide. Even though the state's registered apprenticeship program hit a record high of over 18,500 apprentices in 2025, most young people still have little hands-on exposure to trades like electrical, plumbing, machining, or vehicle repair before they have to choose a career path.

Finally, our own community has shown us this need firsthand. At a recent repair cafe hosted by Sector67, we saw significant, direct demand from Madison residents for free or low-cost repair help, more and more frequently than we could fully meet with our current volunteer capacity. This tells us two things: that residents need affordable repair and tool access, and that there is real, unmet opportunity for youth to step into that gap, building their own resiliency, confidence, and skills through mentorship while directly serving their neighbors.

- 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?

The goal of Sector67's youth internship program is to help Madison-area youth build real resilience and confidence by giving them hands-on, paid work experience in skilled trades and repair, while also making tools and repair support more available to the community. This goal matches the City's stated purpose for Youth Employment Programs and Services, which is meant to give youth ages 14-21 "early exposure and first work experiences" that help them "build foundational skills, explore career pathways, and take initial steps toward future employment."

Our program is a direct match for the "supported community-based work crews" model named in the RFP as an example of an eligible program type, since our youth will work in real crews doing real repair and building work, not just simulated exercises. Our activities are also built to grow the "durable skills" the City asks for in the RFP curriculum requirements, including adaptability, resilience, communication, teamwork, and financial capability, through direct practice: solving unexpected problems during repair cafes, working as a team to keep the Tool Library running, and making real business decisions when pricing and selling items through our resale program.

By the end of the program, we expect youth to leave with stronger confidence, real workplace skills, and a clearer sense of what career paths in the trades could look like for them, which lines up with the RFP's desired outcomes of youth demonstrating "knowledge of career/educational options" and "improvement toward or proficiency in Work Readiness Skills."

- 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.

Sector67 Inc. will run a paid youth internship program for 24 teens and young adults, ages 14 to 21, at our workshop at 56 Corry St. in Madison. Each year, we will run four groups of six youth:

- Two groups during the school year (fall and spring semesters), meeting 9 hours a week for 15 weeks
- Two groups during the summer (early and mid summer), meeting 20 hours a week for 7 weeks.

Youth will learn hands-on repair and building skills, such as soldering, basic auto repair, plumbing, electrical work, welding, and woodworking. They will practice these skills by helping run periodic community repair cafe events, where they fix broken items for Madison residents. Youth will also help operate the Madison Tool Library, learning how to check out tools, talk with patrons, and promote the library's services, including 3D printing and design help. As part of the program, youth will also learn basic business skills by helping run Sector67's resale of donated items, deciding what to keep, sell, or recycle and how to price items depending on condition and shipping costs.

This program is built to help youth build resiliency and confidence at a time when the future is more uncertain than ever. Based on relationships we maintain from our previous internships, we expect to see an increase in the percent of youth who feel more confident solving new, hands-on problems, measured through assessment before and after the program. We also expect a meaningful share of youth to pursue more training, education, or a job in a related field within six months of finishing the program. Finally, we expect most youth to assess that their work made a real, positive difference in their community, connecting their personal growth and new skills to a sense of purpose.

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?

Sector67's program will serve Madison youth ages 14-21, with a focus on youth living on Madison's near east side who can reach Sector67 via bike and bus. We already recruit from schools and community groups with strong relationships at Madison East High School and Monona Grove's MG21 (which has 26% student population within the City of Madison through open enrollment). We've previously worked with the Vera Court Neighborhood Center and would like to use this grant as an excuse to rekindle a connection.

We have engaged this population in a hyper-local way, built on years of relationships rather than one-time outreach. Sector67 staff already provide hands-on instruction and support existing engineering and robotics clubs on the east side. Through this ongoing presence, we have talked directly with students, teachers, and school staff about what kind of hands-on learning and work experience would be most valuable to them, and this program was shaped by those conversations. Because we are already a familiar, trusted presence in these schools, we expect to reach youth who are genuinely interested in hands-on trades and repair work, including youth who may not see themselves reflected in more traditional office or classroom-based internship programs.

Beyond shaping the program's design, this population also plays a direct, ongoing role in how the program runs. New interns are selected through a review panel that includes previous program interns alongside Sector67 staff, giving youth themselves a genuine voice in who joins the program each cohort. This means the population we serve is not only consulted at the design stage but continues to directly inform and implement the program year over year, as each new group of interns helps shape the next.

We also have relationships with other local non-profits such as Operation Fresh Start, SustainDane, Goodman Center, Madison Children's Museum and we intend to engage aligned participants via those relationships. We intend to connect with MMUSD's Career and Technical Education as well as the Youth Apprenticeship program to see where we can provide an overlap for students.

- 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	1	25
Black/African American	1	25
Asian	2	50
American Indian/Alaskan Native		
Native Hawaiian/Other Pacific Islander		
Multi-Racial		
Balance/Other		

Total:	4	
Ethnicity		
Hispanic or Latino		
Not Hispanic or Latino	4	100
Total:	4	
Gender		
Man	3	75
Woman	1	25
Non-binary/GenderQueer		
Prefer Not to Say		
Total:		

Comments (optional):

- 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.

Sector67 does not currently have bilingual or multilingual staff on our team, and we recognize this is a real limitation in fully serving non-English-speaking youth and families on Madison's near east side. As we scale this program to a 24-youth model, hiring staff who reflect the language diversity of the communities we serve will be a priority in our staffing plan.

Because much of our program is hands-on and skills-based rather than lecture-based, many of our core activities, such as soldering, tool use, and repair work, are taught through hands-on demonstration and practice, which can help reduce language barriers for youth participants even before we have full interpretation capacity in place. However, we recognize this does not replace the need for genuine language access for families and for building deeper trust in the community, and we are committed to building that capacity as the program grows.

- D. Recruitment and Engagement Strategy:

i. **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.

Sector67's recruitment strategy is built on the same trusted relationships described in our Population Served response rather than broad, one-time outreach. Our primary recruitment pathway is through our existing relationships at Madison East High School and MG21, where Sector67 staff already teach hands-on classes and support engineering and robotics clubs. Teachers and school staff who know our program and our approach will be able to refer and encourage students who they believe would benefit from hands-on trades experience, which we believe leads to stronger, more genuine matches than a general application process alone.

We will also recruit through our relationships with other local youth-serving and workforce organizations, including Operation Fresh Start and Sustain Dane referring youth who are interested in hands-on trades, repair work, or entrepreneurship but may be a better fit for Sector67's program than for the partner organization's own offerings. Where appropriate, we will also cross-refer youth back to these partners, particularly if a young person's interests or needs shift toward a program better suited to support them.

New interns have historically been selected through a review panel that includes previous program interns, alongside Sector67 staff. We believe this adds real value to our recruitment process in a few ways. First, it gives youth a genuine voice in shaping who joins the program, which reinforces the sense of ownership and community we want interns to feel from day one. Second, former interns are often better positioned than staff alone to recognize genuine interest and potential in an applicant, since they have lived the experience of not knowing what to expect and growing into the role themselves. Finally, involving past interns in the selection process gives our returning youth their own leadership opportunity and a chance to practice skills like evaluating candidates and making thoughtful group decisions, which are valuable, transferable skills in their own right.

ii. **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?

Transportation: Sector67 is located on Madison's near east side, close to the neighborhoods and schools we recruit from, including Madison East High School and MG21. Our location is bikeable for many youth and is also served by nearby Madison Metro bus lines, reducing one of the most common barriers to consistent youth program participation. We intend to assist with bus passes, free/fixed bicycles (and/or car repair), or other transportation challenges with our students.

Financial barriers: Because this is a paid internship rather than a volunteer or unpaid experience, youth are not asked to choose between earning income and participating in meaningful skill-building work. This is especially important for teens who may otherwise need to prioritize paid work over other opportunities to help support themselves or their families.

Scheduling: We recognize that balancing school, work, family responsibilities, and other commitments can be a real challenge for youth, especially during the school year. We plan to work directly with interns and their families to set realistic expectations up front and to stay flexible and communicative when conflicts arise, rather than treating our schedule as rigid.

Trust and intimidation: For many youth, a workshop full of tools, machinery, and equipment can feel unfamiliar or intimidating, especially for youth who haven't had prior exposure to trades or shop environments, or who may not see people who look like them represented in these spaces. Our program is built to address this directly through its hands-on, demonstration-based teaching approach. Rather than starting with lectures or written instructions, we get youth using tools and working on real projects right away, in a supportive environment with experienced mentors close by. In our experience, this hands-on approach helps youth build comfort and confidence quickly, turning an intimidating space into a familiar one within the first few sessions.

Workplace readiness: Many of our participants have never held a job before, so basic workplace expectations, like showing up on time, calling ahead if you can't make it, and communicating with a supervisor, are not yet second nature. Rather than treating early mistakes in this area as failures, we treat them as a normal, expected part of learning how to work. Staff give interns direct, real-time feedback on these basics as they come up, the same way a first employer would, so that by the end of the program youth leave with practical workplace habits that will serve them in any future job, not just in the trades.

iii. **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).

Enrollment into Sector67's program is intentionally lightweight and low-barrier, consisting of a single, simple application form rather than a lengthy or bureaucratic intake process. This reflects our belief that young people, especially those without prior work experience, should not face unnecessary paperwork hurdles to access opportunity. As described earlier, new interns are selected through a review panel that

includes previous program interns alongside Sector67 staff, giving youth a genuine voice in the enrollment process itself.

Because our program operates at a small, personal scale, with only six interns per cohort, we are able to engage each participant individually rather than relying on standardized, one-size-fits-all tracks. Each intern works with staff to set personal goals around the skills and capabilities they want to build over the course of the program, and staff track each intern's progress toward those goals throughout their time with us. This individualized approach allows us to be responsive to each youth's unique interests, whether that's auto repair, entrepreneurship, digital design, or another area covered in our program, and to adjust support and opportunities accordingly.

At the end of each program cycle, interns present their internship experience to the broader Sector67 community. This presentation gives youth a chance to reflect on and articulate their own growth, practice public communication skills, and share their accomplishments with the mentors, staff, and community members who supported them along the way. This closing touchpoint also gives Sector67 valuable, direct feedback from youth themselves about their experience, which we use to continue improving the program.

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.).

Sector67's program type is a paid, hands-on youth internship combining workshop-style instruction, supervised work crews, and public-facing community service activities. Rather than a single activity type, our program is best described as a structured, hands-on internship built around real work and real community impact, not simulated exercises or classroom lectures alone. Core activities include:

- Skills instruction and classes: Interns learn practical skills such as soldering, basic electronics repair, and safe tool use through direct, hands-on instruction. Students also have the opportunity to visit local companies where these skills are used professionally, and to teach a soldering class themselves, reinforcing their own learning by teaching others.
- Community repair cafe events: Interns help host biweekly repair cafe events, where community members bring in broken household items for free repair support. Interns apply and practice their growing repair skills directly, while providing a valuable, low-cost service to Madison residents.
- Tool Library operations: Interns help operate the Madison Tool Library, learning how to check tools in and out, assist and interact with patrons, and market the Tool Library's services, including its 3D printing and design offerings. This gives interns real experience in customer service, inventory management, and small-scale operations.
- Entrepreneurship through resale operations: Interns participate in Sector67's donation resale program, learning to evaluate donated items for value, determine whether an item should be sold, scrapped, or responsibly disposed of, and make pricing decisions that account for item condition and shipping costs. Interns also explore alternative sales platforms, such as Craigslist and Facebook Marketplace, gaining practical, transferable entrepreneurship and sales skills.
- Basic auto repair: Interns learn to evaluate a vehicle's condition and perform basic maintenance and repair tasks, including brake repair, tire changing, tire balancing and rotation, and oil changes.
- Survey course in hands-on trades: Interns are exposed to a broad range of hands-on trade skills, including plumbing, electrical work, machining, welding, general maintenance, woodworking, and electronics repair, giving them a well-rounded introduction to multiple potential career paths before they need to specialize.

These activities are not exhaustive, and Sector67 will continue to introduce new hands-on projects and community service opportunities as they arise, always grounded in our core model of learning by doing.

- B. Employment and Career Development Equity Areas: Describe your agency's ability to serve one or more of the equity areas highlighted in [Appendix A: Employment and Career Development Equity Area Map](#). Your agency

does NOT need to be located within an equity priority area however you should address and how you will serve individuals in the areas. Please include the general location(use a nearby landmark like a school, streets, neighborhood name, etc.). How will residents in these areas access transportation if needed?

Sector67 is located at 56 Corry St in the Atwood/Starkweather-Yahara neighborhood on Madison's near east side near the Goodman Community Center and East High School. While our location itself is not within a designated Equity Priority Area, we are directly adjacent to both Core Priority and Combined Priority Areas, placing us within easy reach of the neighborhoods this RFP prioritizes. Our program is built around strong, ongoing relationships with schools and youth in these adjacent communities.

Our recruitment is centered on Madison East High School and MG21, where Sector67 staff already supports hands-on classes and support engineering and robotics clubs. These partnerships mean our program reaches youth living in or immediately next to several types of designated priority areas, not through one-time outreach, but through the same trusted, embedded relationships described earlier in this application.

Residents and youth in these areas will be able to access Sector67 easily. Our location is bikeable from both partner schools and the surrounding neighborhoods, and is also served by nearby Madison Metro bus lines, giving youth without independent transportation a reliable way to reach the program. Because Sector67 sits directly adjacent to these priority areas rather than requiring residents to travel across the city, we expect transportation to be a manageable barrier rather than a significant one for the population we serve.

- 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).
- i. 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
 - ii. 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
 - iii. If you are submitting a JOINT/MULTI-AGENCY application:
 - a) Use **TABLE 1**, if the service operates at **multiple locations** with the **same hours** (Please list all locations)
 - b) 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	9:00 AM	3:00 PM
	Summertime cohort - We typically work with our students to schedule their internship trying to give them at least one weekday off. This approach works well with 2 students but we anticipate more difficulty with larger cohorts. We intend to work with	

	students and are happy to work weekdays or weekends on a consistent and accountable schedule.	
Tuesday	9:00 AM	3:00 PM
Wednesday	9:00 AM	3:00 PM
Thursday	9:00 AM	3:00 PM
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*

Table 2:(Optional/if needed)

PROGRAM LOCATION(s):		
Day of the Week	Start Time	End Time
Monday	4:00 PM	7:00 PM
	Spring/fall after school cohort - We typically work with our students to schedule their internship. This approach works well with 2 students but we anticipate more difficulty with larger cohorts. We intend to work with students and are happy to work weekdays or weekends on a consistent and accountable schedule.	
Tuesday	Choose an item.	Choose an item.
Wednesday	4:00 PM	7:00 PM
Thursday	Choose an item.	Choose an item.
Friday	4:00 PM	7:00 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***

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:

All programming occurs at Sector67 except for worksite visits/job shadowing trips to local manufacturers. Table 1 summertime schedule. Table 2 spring/fall school schedule.

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.

Sector67's program was directly shaped by the young people who have gone through our internship, not just by staff planning in isolation. As described earlier, new interns are selected through a review panel that includes previous program interns alongside Sector67 staff. This means that youth who have completed the program have a genuine, ongoing role in shaping who joins future cohorts, giving them real influence over the direction and culture of the program rather than being passive participants.

This same group of former interns also plays an active role in evolving the structure of the program itself. Because our internship model has grown out of a smaller, two-person internship that Sector67 has run successfully for years, much of what we are proposing here reflects lessons learned directly from past interns about what worked, what didn't, and what they wished they had more of. As we scale to a four-cohort, 24-youth model, we intend to continue this practice, using feedback and input from current and former interns to refine activities, scheduling, and program structure over time.

Our current engagement has centered primarily on youth and school partners rather than direct, structured engagement with families. As we scale the program, building more intentional touchpoints with families, such as inviting them to end-of-program presentations or providing regular updates on their student's progress, is an area we plan to develop further.

- 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.

This proposal grew directly out of engagement with Madison residents through Sector67's existing community programming. By way of example, our recent repair cafe event, held at our Corry St. workshop, brought significant, direct demand from neighborhood residents seeking free or low-cost repair help, more than we could fully meet with our current volunteer capacity. This firsthand community feedback, showing both a real need and real appetite for hands-on repair services, directly shaped the design of this proposal, including our decision to have youth interns help expand our capacity to host these events and operate the Madison Tool Library.

Sector67's broader member community has also played a meaningful role in shaping this proposal. Many of our members, who bring a wide range of professional trades, technical, and business backgrounds, actively participate in and help formulate our programming, including the activities and structure proposed in this application. This gives the program access to a deep, built-in pool of real-world expertise and mentorship that most youth internship programs would need to build from scratch.

As a long-standing presence in the Atwood/Starkweather-Yahara neighborhood, near the Goodman Community Center, Sector67 also regularly interacts with neighborhood residents and stakeholders through our ongoing workshop hours, classes, and Tool Library operations, giving us continued insight into community needs beyond this single event.

Neighborhood residents and community stakeholders will remain involved throughout implementation, not just at the design stage. Residents who use our repair cafe and Tool Library services will continue to interact directly with youth interns, providing organic, ongoing feedback on the quality and value of the services youth provide. Sector67 members will also remain involved during implementation, many serving as informal mentors, class instructors, or technical advisors to interns throughout the program. We will also track community demand and satisfaction, such as the number and type of items brought in for repair or checked out from the Tool Library, as a practical measure of how well the program is serving the neighborhood's needs.

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):

Although we are not listing any formal partners for this program, we will be working with other non-profits as well as East High School and MG21 both from a recruiting and delivery perspective. In addition, we have committed to support Sustain Dane's program, including having interns in this program teach technical classes as a part of the Sustain Dane program. We also work with industry to offer our interns tours of real work places, typically engineering, manufacturing, fabrication, and construction work sites.

How do these partnerships enhance this proposal?

What are the decision-making agreements with each partner?

- 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?

Beyond paid wages and hands-on skills training, Sector67's program connects interns to a range of practical resources that support both their immediate success in the program and their longer-term career development. Interns gain direct access to Sector67's full workshop, tools, and equipment, along with mentorship from our broad community of members, many of whom bring professional trades, technical, and business backgrounds. This network has already provided informal but meaningful resources to past interns, including job referrals, career advice, resume refinement, and mock interviews, helping youth build real connections as they consider next steps after the program.

Financial literacy has also been part of our internship experience in an informal, ad hoc way in past cohorts, for example through conversations that come up naturally while interns are engaged in our resale and entrepreneurship activities, such as pricing items or thinking through the value of a sale. As we scale this program, formalizing financial empowerment education into a more consistent, structured part of our curriculum is a clear priority, in line with the RFP's emphasis on integrating financial empowerment into youth employment programming.

We also recognize that as our program grows from a two-person internship to a 24-youth model, we will need to more intentionally coordinate and refer interns to additional resources beyond what Sector67 can directly provide, such as mental health support, transportation assistance, or other basic needs support. Building these coordination pathways, potentially through partners such as Operation Fresh Start and Sustain Dane, is a priority as we scale, so that no intern's success is limited by a need we are not yet positioned to address directly ourselves.

5. PROGRAM QUALITY, OUTPUTS, OUTCOMES AND MEASUREMENT

- A. **Program Outputs**—Please tell us how you are measuring your output data such as: unduplicated participants, program hours, program completion etc. Please see Guidelines for more examples.

Sector67 will track outputs using the categories identified in the RFP guidelines for Youth Employment Programs and Services, alongside a few additional measures specific to our program model. These are outputs, meaning they measure what we did and how much of it, not the changes participants experienced as a result, which we track separately as outcomes in the following section.

Core outputs we will track include:

- Number of unduplicated youth participants: 24 unique youth served per year across four cohorts of six.
- Number of youth who complete the program: tracked separately for each of the four cohorts (two school-year, two summer).
- Hours of youth programming: calculated per cohort (approximately 135 hours per school-year cohort at 9 hours/week for 15 weeks, and 140 hours per summer cohort at 20 hours/week for 7 weeks).
- Youth wages paid: total wages paid to interns through City funding.
- Educational credit and industry-recognized certificates earned: any formal certificates or credentials interns complete during the program.
- Number of youth who apply to private sector employment, internships, or postsecondary/apprenticeship programs: tracked through exit conversations and follow-up contact after program completion.

In addition to these RFP-identified outputs, we will track a small number of program-specific outputs that reflect the unique structure of our model:

- Number of repair cafe events hosted and number of items repaired for community members.
- Number of Tool Library patron interactions supported by interns.
- Number of items evaluated, sold, or responsibly recycled through our resale/entrepreneurship activities.

We believe these additional outputs are useful operationally and for demonstrating community impact, but we want to be clear they measure activity and volume, not participant growth or change, which is the focus of our outcome measures in the next section.

B. Program Outcomes

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

Our three outcome objectives were chosen using a combination of external community data and our own program history. As described in the Need section of this application, the 2024 Dane County Youth Assessment found that a significant share of Dane County youth continue to report anxiety and depression, even after some recent improvement, pointing to a real need for programming that builds genuine confidence and resilience in young people. Separately, statewide labor market data from the University of Wisconsin-Extension shows a persistent gap between job openings and available workers in Wisconsin, reinforcing the need for programs that expose youth to real skilled-trades career pathways early.

We also drew on Sector67's own program history. Our existing two-person internship has shown us informally, through direct observation and conversation with past interns, that youth often leave the program with noticeably more confidence in tackling unfamiliar, hands-on problems, and several past interns have gone on to pursue further training or employment in related fields. This experience, combined with the community data above, shaped our decision to focus on confidence-building, further education/employment, and community impact as our three outcome objectives.

Finally, our outcome selections align with the desired outcomes identified in the RFP guidelines for Youth Employment Programs and Services, including participants demonstrating "improvement toward or proficiency in Work Readiness Skills" and "increased understanding and demonstrated ability to manage thoughts, emotions and behavior that might interfere with employment."

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. Please see the "Measures of Success" section of the RFP guidelines for a list. 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 program participants obtained an industry recognized certificate by end of program.				
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				

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: 75% of youth demonstrate increased confidence in their ability to solve unfamiliar, hands-on problems by the end of the program.

Performance Standard	Targeted Percent	75	Targeted Number	18 of 24 youth
	Actual Percent		Actual Number	

Measurement Tool(s) and Comments:Pre- and post-program self-assessment survey completed by each intern.

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 #2:				
Performance Standard	Targeted Percent	50	Targeted Number	12 of 24 youth
	Actual Percent		Actual Number	
Measurement Tool(s) and Comments: Follow-up contact (phone, email, or text) with each intern conducted at the 6-month mark after program completion.				
Methodology: Staff will reach out to each former intern approximately 6 months after they complete the program to ask whether they have pursued further education, training, certification, or employment in a related field (trades, repair, entrepreneurship, or similar). Responses will be recorded and compared against the total number of program completers for that cohort.				

Outcome Objective #3:				
Performance Standard	Targeted Percent	85	Targeted Number	20 of 24 youth
	Actual Percent		Actual Number	
Measurement Tool(s) and Comments: End-of-program survey and youth-led presentation to the Sector67 community.				
Methodology: At the end of each cohort, interns complete a brief survey asking whether they feel their work (repair cafe events, Tool Library operations, etc.) made a meaningful positive difference for Madison residents. This is reinforced by their end-of-program presentation to the Sector67 community, where interns reflect on and articulate their own impact.				

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?

Sector67 will use Google Sheets to track the information needed for this program, including participant demographics, program activities and hours, progress toward outcome objectives, and program expenses. Given the scale of this program, four cohorts of six youth per year, a shared, well-organized spreadsheet system allows us to consistently and reliably capture the data needed without adding unnecessary administrative overhead that could take time away from direct work with youth.

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)
Director		0.2 FTE	Sector67
Youth Coordinator		0.75 FTE	Sector67

B. <u>V</u>			
<u>o</u>			
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<u>n</u>			

teers: Describe your process for screening, training, and supervising volunteers who will have direct contact with program participants.

We require all volunteers to complete a short application with contact information and relevant experience and at least one or two references. All grant volunteer activities take place at Sector67 in shared workspaces with multiple adults present to minimize risk to program participants.

- 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.

Sector67's 20k+ square foot workshop on Corry St. provides more than sufficient space to support this program, including dedicated areas for the range of activities proposed, from soldering and electronics to auto repair, welding, and woodworking. Because this space is already in daily use for Sector67's broader membership and community programming, no additional space is needed to launch or scale this program.

Sector67 also already has all of the tools and equipment necessary to deliver this program's activities. As an established makerspace and workshop, our existing tool inventory, machines, and workspaces fully support the hands-on skills instruction, repair cafe events, Tool Library operations, and trades survey course described in this proposal, with no additional equipment purchases required.

Sector67 carries insurance coverage appropriate to our membership and workshop environment, which will extend to cover this youth internship program and its participants.

The one resource not yet fully in place is additional staffing capacity for supervision, which is addressed in the Program Staffing section above. Securing this additional staff is a necessary input for the program to safely operate at the proposed scale of 24 youth per year, and is directly supported by the funding requested in this proposal.

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.

No known conflicts.

B. Disclosure of Contract Failures, Litigations

Disclose any alleged significant prior or ongoing contract failures, contract breaches, any civil or criminal litigation.

Nothing in the past and none pending.

APPLICATION FOR 2026 EMPLOYMENT AND CAREER DEVELOPMENT SERVICES PROGRAMS

1. ORGANIZATION CONTACT INFORMATION

Legal Name of Organization	Sector67 Inc
Mailing Address	56 Corry St
Telephone	608-241-4605
FAX	N/A
Director	Chris Meyer
Email Address	team@sector67.org
Additional Contact	Scott Hasse
Email Address	Scott@sector67.org
Legal Status	Private: Non-Profit
Federal EIN:	27-3427496

2. PROPOSED PROGRAMS

	2027		If currently City funded	
Program Name:	Letter	Amount Requested	2026 Allocation	Joint/Multi Application - SELECT Y/N
Sector67 Youth Works	A	\$117,875		No
Contact:	Chris Meyer			
	B			
Contact:				
	C			
Contact:				
	D			
Contact:				
	E			
Contact:				
TOTAL REQUEST		\$117,875		

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 cost

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	BOARD		STAFF		MADISON*		
	Number	Percent	Number	Percent	GENERAL Percent	POVERTY Percent	R/POV** Percent
TOTAL	4	100%	0	0%			
GENDER							
MAN	4	100%		0%			
WOMAN		0%		0%			
NON-BINARY/GENDERQUEER		0%		0%			
PREFER NOT TO SAY		0%		0%			
TOTAL GENDER	4	100%	0	0%			
AGE							
LESS THAN 18 YRS		0%		0%			
18-59 YRS	2	50%		0%			
60 AND OLDER	2	50%		0%			
TOTAL AGE	4	100%	0	0%			
RACE							
WHITE/CAUCASIAN	4	100%		0%	80%	67%	16%
BLACK/AFRICAN AMERICAN		0%		0%	7%	15%	39%
ASIAN		0%		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%		0%	3%	4%	26%
BALANCE/OTHER		0%		0%	1%	2%	28%
TOTAL RACE	4	100%	0	0%			
ETHNICITY							
HISPANIC OR LATINO		0%		0%	7%	9%	26%
NOT HISPANIC OR LATINO	4	100%	0	0%	93%	81%	74%
TOTAL ETHNICITY	4	100%	0	0%			
PERSONS WITH DISABILITIES	1	25%		0%			

*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)

7. AGENCY GOVERNING BODY

How many Board meetings were held in 2025

1

How many Board meetings has your governing body or Board of Directors scheduled for 2025?

1

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

4

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

Name	Chris Meyer			
Home Address	56 Corry St, Madison, WI			
Occupation	Director			
Representing	Sector67			
Term of Office		From:	mm/yyyy	To: mm/yyyy
Name	Scott Hasse			
Home Address	56 Corry St, Madison, WI			
Occupation	CTO			
Representing	at large			
Term of Office		From:	mm/yyyy	To: mm/yyyy
Name	Tim Cooley			
Home Address	56 Corry St, Madison, WI			
Occupation	Economic development			
Representing	at large			
Term of Office		From:	mm/yyyy	To: mm/yyyy
Name	John Wiley			
Home Address	56 Corry St, Madison, WI			
Occupation	Retired, fmr chancellor			
Representing	at large			
Term of Office		From:	mm/yyyy	To: mm/yyyy
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: mm/yyyy
Name				
Home Address				
Occupation				
Representing				
Term of Office		From:	mm/yyyy	To: mm/yyyy

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:

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****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 2027	PROGRAM A	PROGRAM B	PROGRAM C	PROGRAM D	PROGRAM E	NON APP PGMS
DANE CO HUMAN SVCS	0						
UNITED WAY DANE CO	0						
CITY CDD (This Application)	117,875	117,875					
City CDD (Not this Application)	0						
OTHER GOVT*	0						
FUNDRAISING DONATIONS**	0						
USER FEES	39,292	39,292					
TOTAL REVENUE	157,167	157,167	0	0	0	0	0

*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.

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

	2027	2027	2027	2027	2027	2027	2027	2027	2027	2027	2027
Title of Staff Position*	Program A FTE**	Program B FTE**	Program C FTE**	Program D FTE**	Program E FTE**	Total FTE	Annualized Salary	Payroll Taxes and Fringe Benefits	Total Amount	Hourly Wage***	Amount Requested from the City of Madison
Youth Coordinator	0.75					0.75	91,438	9,008	100,446	48.29	58,190
Director	0.20					0.20	50,000	7,000	57,000	27.40	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
						0.00			0	0.00	0
SUBTOTAL/TOTAL:	0.95	0.00	0.00	0.00	0.00	0.95	141437.78	16008.00	157445.78	75.69	58190.00

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.**

	2026	2026	2026	2026	2026	2026	2026	2026	2026	2026	2026
Title of Staff Position*	Program A FTE**	Program B FTE**	Program C FTE**	Program D FTE**	Program E FTE**	Total FTE	Annualized Salary	Payroll Taxes and Fringe Benefits	Total Amount	Hourly Wage***	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
						0.00			0	0.00	0
TOTAL:	0.95	0.00	0.00	0.00	0.00	0.95	141437.78	16008.00	157445.78	75.69	58190.00

*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	2026 City Request
A	Sector67 Youth Works	PERSONNEL	58,190
		OTHER OPERATING	13,114
		SPACE	1,200
		SPECIAL COSTS	45,371
		TOTAL	117,875
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			117,875