

**GREAT BARRINGTON
COMMUNITY PRESERVATION COMMITTEE**

APPLICATION FOR CPA FUNDING – Step 1

Date Received (for office use only) _____

Applicant Name Construct Inc.

Project Name Comprehensive Housing Support Services

Project Address 41 Mahaiwe St. Great Barrington, MA 01230

Contact Person Sammye Keeling Title: Grants Manager

Phone No. 413.429.4277 Email skeeling@constructberkshire.org

Brief Project Description (attach up to 1 additional page if necessary)

Construct seeks CPA funds for support initiatives to help Great Barrington residents at or below 100% of AMI achieve or sustain permanent homes they can afford. Construct will support individuals coming out of homelessness with safe, supportive transitional housing while seeking housing permanency and expand its rental assistance program to help Great Barrington residents come out from under the severe financial burden many residents experience living here. Rental assistance will be paired with microloans and financial counseling to establish more sustainable practices, better credit and positive relationships with financial institutions that support housing affordability.

Amount of CPA funding you are seeking: \$ 110,000

When do you request the CPA funding be received by your project? July 2024

Property Owner (if different from applicant)

Owner's Name _____

Owner's Address _____

Phone No. _____ Email: _____

If Owner is different from applicant, you must include a letter signed by the Owner giving permission to apply for funds for the specified project on the Owner's property.

In the following chart, mark the box(es) that best apply to your project.

Boxes with an X through them are not CPA eligible activities. Contact the Town Planner if you need more information.






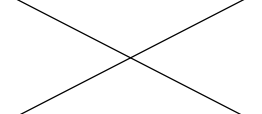
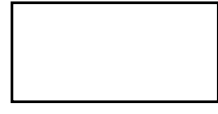


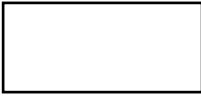
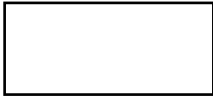
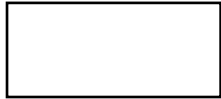
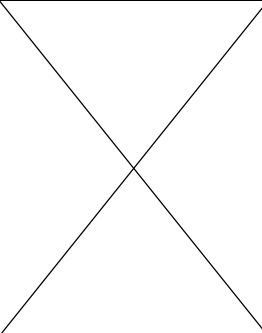
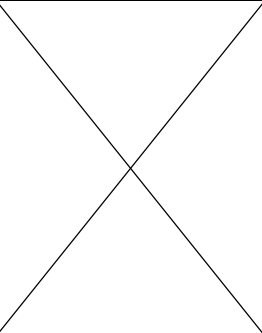
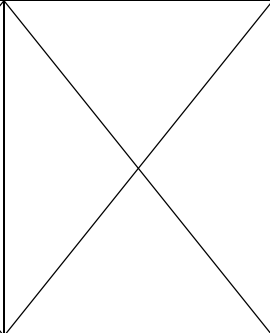
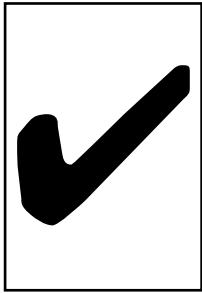
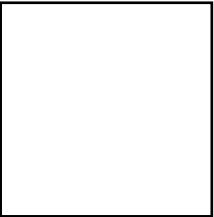
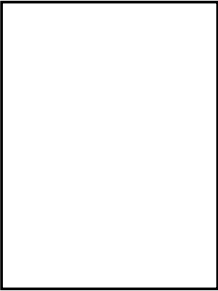
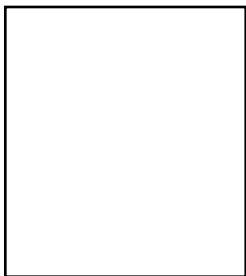
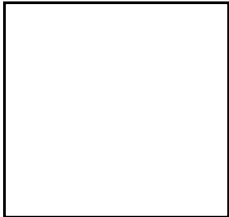
	OPEN SPACE	HISTORIC RESOURCES	RECREATIONAL LAND	COMMUNITY HOUSING
Activities (refer to Glossary for definitions)	Land to protect existing and future well fields, aquifers and recharge areas, watershed land, agricultural land, grasslands, fields, forest land, wetland, river, stream, lake and pond frontage, land to protect scenic vistas, land for wildlife or nature preserve, and land for recreation use.	Building, structure, vessel, real property, document or artifact listed on the state register of historic places or determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of the city or town.	Land for active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. Does not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.	Housing for low and moderate income individuals and families, including low or moderate income seniors. Moderate income is less than 100%, and low income is less than 80%, of US HUD Area Wide Median Income.
ACQUISITION Obtain property interest by gift, purchase, devise, grant, rental, rental purchase, lease or otherwise. Only includes eminent domain taking as provided by G.L. c. 44B				
CREATION To bring into being or cause to exist. <i>Seideman v. City of Newton</i> , 452 Mass. 472 (2008)				
PRESERVATION Protect personal or real property from injury, harm or destruction				
SUPPORT Provide grants, loans, rental assistance, security deposits, interest-rate write downs or other forms of assistance directly to individuals and families who are eligible for community housing, or to entity that owns, operates or manages such housing, for the purpose of making housing affordable				
REHABILITATION AND/OR RESTORATION Make capital improvements, or extraordinary repairs to make assets functional for intended use, including improvements to comply with federal, state or local building or access codes or federal standards for rehabilitation of historic properties	Only applies if property was acquired or created with CPA funds 			Only applies if housing was acquired or created with CPA funds 

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

End of Step 1 application

GREAT BARRINGTON COMMUNITY PRESERVATION COMMITTEE

APPLICATION FOR CPA FUNDING – Step 2

Date Received (for office use only) _____

All applicants submitting Step 2 must include a copy of their Step 1 application.

All applicants must answer questions 1-11, and question 19. For question 12-18, only answer questions that are applicable to your CPA area. For example, if your project has to do with Historical Preservation but does not include Housing, then you may skip questions 12, 13 and 14, but you must answer all questions under the subheading "Historical Preservation Projects."

You may attach additional sheets as necessary to answer the numbered questions, up to a maximum of 8 additional pages of narrative. These additional pages must be formatted with a minimum 11 point font, 1 inch margins. If your project combines two or more CPA priorities, such as Community Housing AND Open Space, then you must answer ALL questions under both of those 2 subheadings and you may include up to 10 additional pages of narrative. (Please note Open Space and Recreation is considered one CPA priority.)

All pages must be numbered. Please number each attached Page 1 of 8, Page 2 of 8, etc. If your answers are on separate sheets, also number each answer so that it corresponds with the number of the question you are answering.

Applicant Name Construct Inc.

Project Name Comprehensive Housing Support Services

Project Address 41 Mahaiwe St. Great Barrington, MA 01230

Assessor's Map 22 Lot 46

Property Deed Book / Page 02816 / 144

1.) Project Budget (list all sources and uses, including grants, fundraising, etc.)

Total CPA funds requested: \$ 110,000

Fill in the chart below showing all project sources and uses, including requested CPA funds:

Source Name	Amount	% of total	Used for	Committed?
Great Barrington CPA	\$110,000	57.3%	Rent and Support Services	Pending
Berkshire Taconic Foundation	\$10,000	5.2%	Rental Assistance	Pending
Crane Foundation	\$30,000	15.63%	Operational Support	Yes
Jewish Women's Foundation	\$2,000	1.03%	Transitional Services for Women	Pending
Private Funding	\$30,000	15.63%	Operational Support	Yes
Lee Bank Foundation	\$10,000	5.2%	Rental Assistance	Pending
Total budget:		\$192,000		

Attach additional budget sheets or project budget if necessary. Budget pages do not count towards the 8 page limit. Be sure to include project management, oversight, engineering, and administrative costs that may be incurred. Describe all funding that has been sought and/or is available for this project.

2.) Timing of Funds: Describe when CPA funds and other funding sources are to be received.

Construct wishes to secure CPA funding as soon as it becomes available. Additional funding is currently in place, however these programs will require continued support.

3.) Existing use or deed restrictions, permanent easements, historic designations, special permits, etc. if any:

N/A

4.) Proposed Use or Deed Restrictions after Project Completion (in accordance with CPA rules):

N/A

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

*Please see attached narrative and resumes.

Additional Information: These pages do not count towards the 8 page limit. Attach additional information as appropriate, for example:

- Project timeline;
- Plans or drawings stamped and signed by an Engineer or Architect as appropriate;
- Photographs;
- Map showing project location in town;
- Ownership letters or site control verification;
- Budgets;
- Feasibility studies;

- Existing conditions reports or needs assessments;
- Letters of support;
- Resumes and experience of key personnel;
- For Historic Preservation projects, if the project is not State Register-listed, the applicant must provide a letter from the Historical Commission which details the significance of the project to Great Barrington's history, culture, architecture or archeology.

Funding Considerations

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

*Please see attached narrative.

7.) Town Projects: Is the proposed project for a town-owned asset? ☐ Yes ☒ No
If yes, please describe funding options. For example, what portion of the project budget is CPA funding? If CPA funds are not received, what are the alternative funding options, if any?

N/A

8.) Public Benefits: Describe the public benefits of the project.

* Please see attached narrative.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

*Please see attached narrative.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

*Please see attached narrative and letters of support

11.) Permits: Describe permits that may be required, the status of those permits or applications, and/or when the applications will be submitted and permits received.

N/A

Affordable Housing Projects

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

*Please see attached narrative.

13.) Affordability Level(s):

_____ % of area median income	no. of units _____
_____ % of area median income	no. of units _____
_____ % of area median income	no. of units _____

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

*Please see attached narrative.

Historic Preservation Projects

Applicants should note: all CPA-funded historic preservation projects must comply with the US Secretary of the Interior's standards for the treatment of historic properties.

15.) Historic Preservation Projects: Clearly describe how the project meets the Historic Preservation goals of the Community Preservation Plan.

16.) Other Information: Describe any other relevant information about the project and the site. For example: is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site; is the site or could the site be contaminated and if so what is the plan for remediation.

Open Space and Recreation Projects

17.) Open Space and Recreation: Clearly describe how the project meets the Open Space and Recreation goals of the Community Preservation Plan.


18.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals? Does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation.

Certification

19.) This application was prepared, reviewed, and submitted by:

Name: Jane Ralph
Ph: (413)429-4381 Email jralph@constructberkshire.org

I hereby certify that all of the above and included information is true and correct to the best of my knowledge. [For non-municipal applicants only: I further declare my willingness to enter into a Contract with the Town of Great Barrington to govern the use and expenditure of CPA funds.]

Signature: 

Date: 11/30/23

All hard copies of the entire application package, and one PDF of the entire application package, are due prior to the 4:00 PM deadline.

Number all pages.

5.) Describe the project team, including project management personnel, design professionals, contractors, and other applicable consultants, their relevant experience, so forth. Attach additional pages/resumes as needed.

Jane Ralph, Executive Director of Construct will have oversight of both the Transitional Housing program and the Rental Assistance/Microloan disbursement.

Courtney Kimball, Transitional Housing Program Director of Construct will have primary management responsibilities for both programs.

Kate Coulehan, Housing Navigator for Construct will be responsible for intake, identifying need, and determining the most suitable course of action to best serve the individuals and households who are in need of services.

Kathy Wiggins, Property Manager will support the Transitional Housing Director and Housing Navigator with the Rental Assistance and Microloan program.

*Please see attached resumes

6.) Consistency: Describe how the proposed project is consistent with the Community Preservation Plan and with the Great Barrington Master Plan.

Construct's two-pronged approach to aiding Great Barrington residents aligns with the Community Preservation Plan and the Great Barrington Master Plan by directly assisting local residents in stabilizing their housing situations and facilitating progress toward future housing security.

Construct seeks CPA funding to establish a new Transitional Housing program structure, to replace and improve our existing HUD-funded program through the 3 County Continuum of Care for Housing and Homelessness (3 County CoC). The 3 County CoC recently lost funding for transitional and supportive housing for the coming year. Construct had already been evaluating the possibility of transitioning away from HUD funding due to HUD's increasingly narrow definition of homelessness and the fact that their programming prohibits us from giving preference to south Berkshire or Great Barrington residents. According to recent data collected by our Transitional Housing Program Director, since 2019, only 4 out of the 41 individuals housed through our Transitional Housing program hailed from South County. This discrepancy doesn't reflect a lack of need in the area, rather Construct's inability to prioritize local residents under HUD's guidelines.

The Great Barrington Master Plan Strategy, particularly HO 2.5, emphasizes collaboration with partners like Construct, Inc. to, among other things, identify and establish locations for transitional housing. Fortunately, Construct has a location, but shifting away from HUD funding is imperative to better serve the homeless population in Great Barrington. It will enable us to extend our services directly to those individuals, offering shelter to those in our community who need it most.

Moreover, the transitional housing model mandated by HUD's Housing First approach prohibits Construct from conducting necessary background checks and limits our capacity to focus on vital life skills such as financial management, job search support, and other behaviors crucial for future housing security.

Apart from our Transitional Housing program, Construct has established and managed funding programs providing rental and utility assistance for households experiencing housing insecurity. These initiatives have partially depended on COVID relief funds, which have significantly dwindled. Consequently, the organization's ability to aid families in this capacity has been strained, coinciding with worsening economic conditions for households within the community.

Construct's rental assistance program has become an important resource for residents in Great Barrington and its surrounding areas, particularly amid the pandemic. According to the 2018 US Census American Community Survey mentioned in the Community Preservation Plan, nearly 43% of renter households in Great Barrington allocate more than 30% of their household incomes to rent. Maintaining housing for these households is vital, not only for the families themselves but also for small landlords who rely on these rental payments to meet their own expenses. To enhance this support, coupling rental assistance with microloans and financial counseling for households in need of additional assistance will offer added security and, in many cases, aid in resolving financial arrears. Given the severe shortage of affordable housing options in the region, ensuring families maintain their homes and establish housing stability is imperative in reducing the number of households facing homelessness in our community.

8.) Public Benefits: Describe the public benefits of the project.

Rental Assistance Support: The Great Barrington CPA funding will provide Construct with the necessary resources to address the community's increasing rental assistance needs. Moreover, it will facilitate the implementation of a matching program aimed at supplementing microloans provided by local banks (LeeBank, Greylock) for rental assistance. Construct's data from the past three years regarding assistance and housing needs reveals a gap in services for individuals who are stably housed but facing difficulties due to escalating rents and housing instability. While some families may benefit most from one-time rental assistance, others may find a low-interest microloan with a matching contribution to be the most financially sensible option for catching up and resolving arrears.

Transitional Housing Services: Construct is currently developing a transitional housing program tailored to address the specific needs and safety concerns of the Great Barrington community. This program aims to equip participants with the necessary skills and resources for a successful transition to permanent housing. With funding from the CPA, Construct will be able to prioritize the Great Barrington homeless population and facilitate their journey toward stable, long-term housing solutions.

9.) Leverage: Will the CPA funds be used to leverage or supplement other funding for this project? Please explain other sources and whether they have been committed.

Recent funding for this project includes contributions from the Crane Foundation, Berkshire Taconic Foundation, Jewish Women's Foundation and through private funding. All current funding sources have been committed, however, in order to prioritize south Berkshire's growing homeless population, ongoing funding will be required. In order to ensure long term sustainability, Construct will continue to seek additional funding sources for which CPA funds would provide leverage, and also look forward to possible future contributions from the CPA. Great Barrington CPA funds will also serve as an example of community investment that has, and will continue to motivate other towns to invest in affordable housing supports in southern Berkshire.

10.) Community Input and Support: Describe any community input, meetings and/or support that you have for your proposed project. Include support letters as applicable (they will not be counted towards the 4-page limit). Letters should be unique and not reproduced form letters.

Construct has a strong working relationship with several south County organizations including but not limited to, CHP, Southern Berkshire Health Network, Berkshire Housing, Berkshire County Regional Housing Authority, CSO and ServiceNet.

Construct also works regularly with local landlords and business owners.

*Please see attached letters of support.

12.) Affordable Housing Projects: Clearly describe how the project meets the Affordable Housing goals of the Community Preservation Plan.

Construct is seeking CPA funding to strengthen its efforts in supporting Great Barrington residents, specifically those at or below 100% of the Area Median Income (AMI), in securing or upholding affordable permanent housing. Our primary focus is to assist individuals who are

experiencing homelessness by providing secure transitional housing while actively seeking sustainable long-term housing solutions.

Additionally, we aim to improve our rental assistance program to ease the substantial financial burdens faced by many households in south County. Our strategy involves combining rental aid with microloans and financial guidance to promote sustainable financial practices, boost credit scores, and foster positive relationships with financial institutions, all aimed at enhancing housing affordability.

This funding will not only assist with the preservation of our Transitional Housing and Rental Assistance programs but also empowers Construct to redesign these services, ensuring direct support for south County residents and customized services tailored to their unique circumstances.

14.) Other Information: Describe any other relevant information about the project and the site. For example: Is the site zoned for the proposed use and if not what is the plan for zoning approvals; does the project reuse a building or previously-developed site? Is the site or could the site be contaminated and if so what is the plan for remediation?

A few notes about our programs:

Construct's Transitional Housing program, funded by HUD, has played a pivotal role in supporting numerous deserving individuals over the years. The absence of shelter facilities in South County poses a significant challenge, with our Housing Navigator fielding calls from people in need of housing assistance and shelter on a daily basis. While we aspire to expand our aid to a wider service area, our capacity remains limited, with only 10 bedrooms. Transitioning away from HUD, our primary objective is to cater specifically to those within our service area. Furthermore, we aim to implement additional changes, including more comprehensive case management, occupancy agreements outlining defined maximum stays, and providing support with employment searches, transportation, and financial counseling. Strengthening our current program is crucial, not solely for offering temporary housing but also for guiding the homeless population in south Berkshire County towards lasting and sustainable housing solutions.

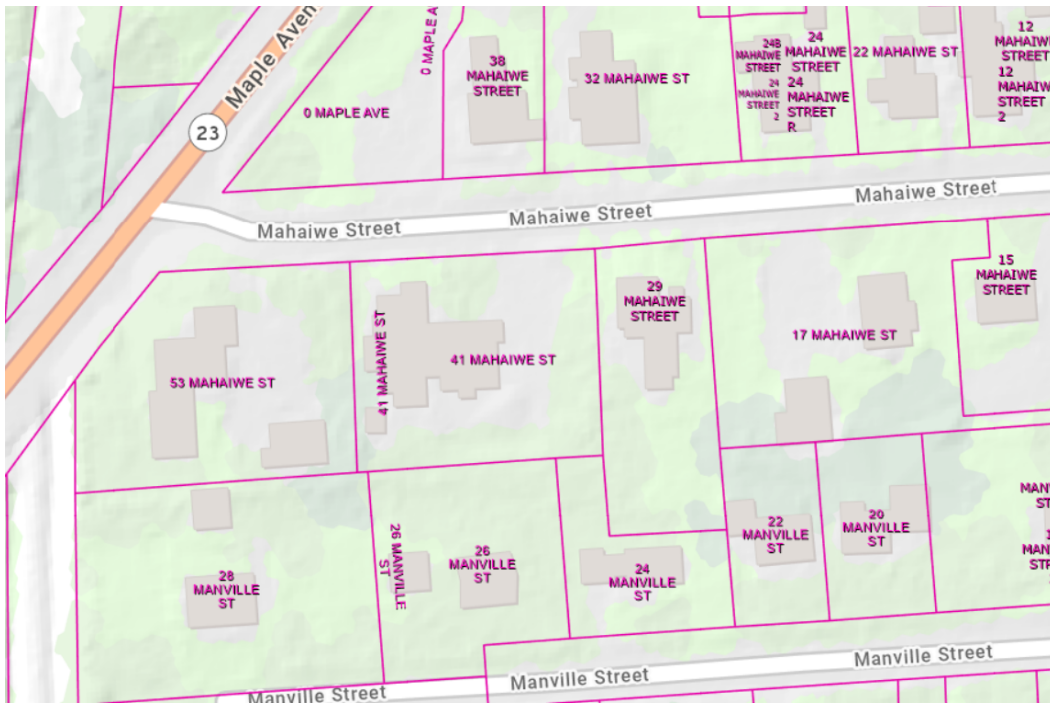
Previously, Construct successfully encouraged south Berkshire County households to access low-interest microloans for security deposits. Households capable of affording their rent at less than 30% of their income, yet unable to cover move-in costs and security deposits, found long-term sustainable permanent housing with the assistance of these microloans. Beyond immediate housing aid, these microloans facilitated solid relationships with financial advisors and higher credit scores, enabling some households to pursue homeownership. Although Construct has envisioned broader utilization of low-interest microloans, the response has been

mixed. Many individuals hesitate to take on additional monthly payments due to fears of accruing more debt. By combining microloans with rental assistance, Construct offers households a genuine opportunity to regain stability. Building credit, receiving financial guidance, and nurturing a healthy relationship with a local bank are crucial steps towards achieving financial security. Through offering matching funds, our goal is to empower households to catch up on payments and eliminate the risk of losing their housing.

Project Timeline
Comprehensive Housing Support Services
Great Barrington, MA

Transitional Housing Program	
June-August, 2024	Begin transition from HUD programming to new Transitional Housing program
September, 2024	Fully implement new Transitional Housing program
Rental Assistance Program	
July, 2024-	Initiate rental assistance and microloan support using CPA funding.

	Comprehensive Support Services Budget		
	Income		
	GB CPA	\$110,000.00	place holder
	BTCF	\$ 20,000.00	
	Crane Foundation	\$ 30,000.00	
	Jewish Women's Foundation	\$ 2,000.00	
	Private Funds	\$ 30,000.00	
		\$192,000.00	
	Expenses		
	Staffing		
	Intake & Operational Support	\$ 7,900.00	
	Case Management	\$ 22,000.00	
	Cleaning	\$ 2,600.00	
	Volunteer Coordination	\$ 2,500.00	
	Program Management	\$ 6,150.00	
	Staff & Volunteer Training	\$ 1,500.00	
	Repairs & Maintenance	\$ 7,200.00	
	Support Services		
	Rental Assistance	\$ 60,000.00	
	Microloan Match	\$ 30,000.00	
	Transportation	\$ 4,500.00	
	Moving Costs	\$ 10,000.00	
	Occupancy Costs	\$ 37,650.00	
	Total Expense	\$192,000.00	



Jane Ralph
7 Aberdeen Rd
Pittsfield, MA
01201

Construct Berkshires, Great Barrington, MA

September 2016-Present

Executive Director responsible for oversight of administration, development, programs and operations for a vibrant south Berkshire organization. The organization provides over 70 homes for individuals and families who would not otherwise be able to afford to live in the south Berkshires; Provides support services for others experiencing housing insecurity or coming out of homelessness and technical assistance to others as they develop affordable housing as well as developing new affordable housing.

Clarina Howard Nichols Center, Morrisville, VT

June 2007- August 2016

Executive Director responsible for oversight of all programs, administration, finance, human resources, supervision and development/fundraising for Lamoille County not for profit program. Clarina serves survivors of sexual and domestic, trafficking and stalking violence and their families. Clarina also provides training, advocacy, outreach and technical assistance in Lamoille communities, statewide and national efforts towards the elimination of sexual, domestic, trafficking and stalking violence.

Committee on Temporary Shelter, Burlington, VT

January 2006-May 2007

Family Shelter Coordinator responsible for oversight of shelter services for homeless families in Chittenden County, VT including hiring process, supervision, and program coordination with other COTS services.

Holden Village, Chelan, WA

April 2004-September 2005

Multicultural Outreach Coordinator responsible for expansion of engagement with populations not traditionally affiliated with a Lutheran Retreat Center as well as internal education and training to create a more hospitable welcoming environment across lines of difference.

Sabbatical Travel December 2003-April 2004

Green Door, Washington, DC

July 2003-December 2003

Interim Housing Director responsible for bringing administrative, organizational and human resources practices in line with organizational standards following a long vacancy and creating an environment conducive for long term success for a permanent Housing Director.

N Street Village, Washington, DC

October 2001-June
2003

Program Director -responsible for oversight of all programs related to serving homeless women in Washington DC from a drop in center to affordable housing including services to those with mental illness, addictions, co-occurring disorders as well as economic and housing deficits. N Street Village service users and staff were predominantly women of color and a priority of the work was racial justice and other anti-oppression work to create a workforce that could best serve its constituency.

August 1998-August
2001

The Gay & Lesbian Alliance Against Defamation, KCMO/NYNY

Human Resources Manager promoted from Educational Resources Manager -responsible for media training for grassroots organizations serving lesbian, gay, bisexual and transgendered communities, development and oversight of internship program. As the first HR manager, the position was responsible for all aspects of human resources including hiring and recruitment, benefits administration, payroll, diversity and cultural relevancy initiatives.

Metropolitan Lutheran Ministries, Kansas City, MA

October 1994-July 1998

Child Abuse Prevention Educator and Case Manager -responsible for administering child abuse prevention education in faith-based communities including policy development, best practices for supervision and strengths-based wrap around services for homeless individuals and families.

Pastoral Ministry, Kansas City and Independence, MO

February 1992-February 1998

Pastor responsible for full range of pastoral responsibilities for each congregation including administration, human resources, education, worship, pastoral care and community organizing.

Oregon School System, Oregon WI

June 1985-August 1987

Responsible for music education at elementary, middle and high school levels for string students, full orchestra and musical theater.

Education

Master of Divinity Lutheran School of Theology at Chicago
Clinical Pastoral Education University of Virginia Medical Center
Bachelor of Music Education University of Wisconsin-River Falls

Professional Development

Responding to Clergy Sexual Misconduct Faithworks and Child Abuse Creating Change Conferences
National Gay & Lesbian Taskforce Wilderness First Responder National Outdoor Leadership School
Community Organizing Training Gamalial Extensive training related to immigration locally, regionally
and nationally and trafficking Dismantling Rape Culture University of Vermont Reflective Supervision
National Institute for Mental Health and Trauma Annual Network Institute Vermont Network Against
Domestic and Sexual Violence Racial Justice Training The Women of Color Network, Cross Roads, The
Peoples Institute for Survival and Beyond, Stirfry Training and Seminars Indigenous Circle Process
MASS Circles.

Additional relevant experience: Lamoille Valley Housing and Homeless Coalition, Boards of Vermont
Network Against Domestic and Sexual Violence, Lamoille Special Investigation Unit, New Neighbors
Advisory Board, Extraordinary Lutheran Ministries, Project Equality; Grants Administration for
Extraordinary Lutheran Ministries, Women of Color Network Leadership Team & Aspiring Ally,
Consultant with A Call to Men, Extensive anti-oppression and anti-violence training, Proficient in
Microsoft Office programs. Strong familiarity with ADA requirements and best practices for disability
rights best practices as well as those for other protected classes.

Courtney L. Kimball

965 Meadow Street. MA 01238

Tel: 413-429-6435 email:ckone1230@gmail.com

Profile

Seeking a professional atmosphere in Human services, that values reliability, loyalty and strong organizational skills. I will be an excellent fit for a company that is looking for a highly motivated woman that is willing to learn everything possible in the field of Human Service/Social work. I am currently a student at Berkshire Community College, working to get my degree in Human Services.

Experience

Construct Inc, 2018-present

Program Director

Responsible for oversight of all community-based programming including transitional and emergency housing, financial assistance and other support services. Represents the organization in all 3 County Continuum of Care activities including coordinated entry, program administration and the board of directors.

Previous positions include Program Manager, Transitional Housing Coordinator and Case Manager.

Riverbend Café, Great Barrington, MA

Barista/Food Service 2015-2016

Responsible making various espresso drinks and smoothies as well as take and run food orders. Also responsible for cleaning, stocking inventory and prep work.

Soco Creamery LLC, Great Barrington, MA

Assistant Manager, 2010-2014

Responsible for making sure staff is properly trained and knowledgeable of the food product. Also responsible for merchandising, scheduling, updating social media sites, inventory control, staffing, food purchasing and supplies.

*Coming up with promotional items and food specials

*Delegate food preparation and store cleaning to staff

*Update events and new food items on social media sites

*Standardized product ordering and inventory control by using improved ordering templates

Soco Creamery LLC, Great Barrington, MA

Customer Service 2004-2007

Responsibilities included making sure the retail space were clean, organized and well stocked with food and dry good supplies. Also responsible for food preparation and customer service.

The Co-op, Great Barrington, MA

Food Service

Responsible for food preparation for daily service as well as making, sandwiches and specialty hot and cold beverages.

Education

*Serv Safe food safety training- 2012

* Monument Mountain Regional High School- 2004

* Berkshire Community College 2016

Skills and Assets

*Familiar with Microsoft Office, QuickBooks, PowerPoint, and social media sites

*Highly motivated, well-organized, strong leadership skills, flexible in dynamic work environments, passionate about helping others, driven in the field of Human services/Social work.

* Specializing in addiction therapy.

Kate Coulehan

PROFESSIONAL SUMMARY

Dedicated to helping people in need find access to services with compassion and diligence.
Eager to learn and search for available resources to fill the needs of those in our community.
Willingness to accept challenges with patience and perseverance.

EXPERIENCE

Construct Inc.

41 Mahaiwe St. Great Barrington, MA 01230

Housing Navigator, Construct Inc.

2022-present

- Direct contact with people seeking housing, both permanent and emergency.
- Assisting households with utility and rental assistance.
- Providing referrals to other agencies that specialize in evictions and domestic violence.
- Referring individuals to government programs such as MATCH, RAFT SNAP, DTA, and Masshealth.
- Connecting individuals and families with organizations that provide aid for people with disabilities, food pantries for those who are food insecure, and immigration agencies.
- Maintaining and updating the waitlist each year and capturing data.
- Attending trainings and meetings with other local organizations to gain a greater understanding of resources.
- Communicating and advocating for mutual clients with other agencies with clients' consent.
- Monitoring rental trends within Berkshire County and identifying housing opportunities outside of public and non-profit housing agencies.
- Assisting in the operation of Construct's new Emergency Family Housing site at Windflower.

Berkshire Harm Reduction

Berkshire Medical Center – Pittsfield, MA

Harm Reduction Specialist

12/2021 to 4/2022

- Provide overdose prevention education, run Narcan groups, participate in
- community outreach, Naloxone distribution, safer injection education, and basic
- wound assessment and care.
- Distribute syringes and safer injection supplies with a harm reduction framework.
- Counseling participants ensuring their needs are being met.

- Conduct STI and Hepatitis C testing along with risk reduction education. Able to
- draw blood and complete the proper paperwork associated with testing and the
- program.
- Certificates available upon request.

Lynda's Antique Clothing Loft – Adams, MA
 Assistant and Photographer
 12/1997 to Current

- Maintain store appearance and sales.
- Media outreach, social media outreach and marketing.
- Assisted in preparing for presentations, historical lectures and exhibits.
- Planned and prepared for on-location and studio shoots.

Images Gallery/Clemens Kalisher – Stockbridge, MA
 Personal Care Assistant
 11/2013 to 12/2021

- Assisted Images Gallery/Clemens Kalisher – Stockbridge, MA
- Assisted with daily living activities.
- Remained alert to problems or health issues of client and competently responded.
- Monitored and assisted client through end of life processes.
- Built strong relationships with client to deliver emotional support and
- companionship.
- Determined specific needs and provided most appropriate level of services for
- client's well-being.

EDUCATION

Art History/Realism

Fine Arts Education With Nellie Fink - South Egremont, MA

Liberal Arts And General Studies

Berkshire Community College - Pittsfield, MA

Kathleen Wiggins
PO Box 624
East Canaan, CT 06024
860-960-3788

Experience

Construct Inc.
316A State Road
Great Barrington, MA 01230
Position: Compliance Specialist
August 2019-Present

Compliance Specialist who recertifies all tenants annually. Proficient in LIHTC, HOME, AHTF, HIF, HIS, CBH, FCH-DMH and FCF-DDS compliance. Implemented online rent collection system and maintenance communications system. Excellent Tenant Management skills. Works closely with the maintenance department and the Housing Development team.

Construct Inc.
316A State Road
Great Barrington, MA 01230
Position: On call emergency hotline
August 2018-April 2023

Deftly handled emergency housing situations, including maintenance, tenant disruptions, legal issues.

Trainings

Rural Housing Specialist (RHS) (National Center for Housing Management)
Compliance Training (Compliance Prime)
Keeping in Compliance LIHTC Tenant Files (Spectrum)
The Waiting List Management (Compliance Prime)
All About Assets (US Housing Consultants)
All about Income (US Housing Consultants)
ESA; What is Permitted? (Compliance Prime)
How to Work With Angry Tenants (Compliance Prime)

Sammye Keeling
Construct Inc.
316A State Road, Great Barrington MA
(413) 320-8549
skeeling@constructberkshire.org

Experience

Construct Inc, Great Barrington MA.

August 2022-present

Grant Manager responsible for writing and researching funding opportunities, developing reports based on internal evaluation processes as well as required by funders, coordinating and providing internal and external communications, and researching corporate and family foundation funding opportunities.

Assistant Property Manager responsible for supporting day to day functions of permanent housing including lease up, turn over, tenant relations. Participating in Housing, Staff and Community-wide meetings. Preparing and executing detailed and legally compliant lease agreements. And, creating organizational systems for new models of affordable and workforce housing.

Better Life Partners, Westborough, MA.

April 2022-August 2022

Community Health Coordinator responsible for providing community outreach, planning and attending events, tabling events. Working to create local partnerships with companies and organizations who may benefit from the services Better Life Partners provides. Participating in weekly team meetings via Zoom and collaborating with others on staff. Assisting Clinicians in coordinating weekly group meetings. Providing support to those in need of our services.

Berkshire Health Systems, Pittsfield, MA.

September 2021-April 2022

Harm Reduction Specialist responsible for providing overdose prevention education, run Narcan groups, participate in community outreach, naloxone distribution, safer injection education, and basic wound assessment and care. Distribute syringes and safer injection supplies with a harm reduction framework. Counseling participants ensuring their needs are being met. Conduct STI and Hepatitis C testing along with risk reduction education. Certified to draw blood and complete proper paperwork associated with blood work and testing.

Fairview Hospital, Great Barrington, MA.

Jan 2020-September 2021

Access Services responsible for securing patient information and confidential medical records in compliance with HIPAA privacy rule standards to protect patient's privacy. Collecting and entering patient demographic and insurance data into a computer database to establish a patient's medical record. Performed patient scheduling and registration functions to serve as initial contact point for medical office visits. Obtained patient's insurance information and determined eligibility for benefits for specific services rendered. Providing assistance to the hospital community through tasks including, but not limited to, registration, admitting, phone services, and general office work.

Education

University of Mississippi, Oxford, MS
Bachelor of Arts, Sociology

University of Massachusetts Amherst, Amherst, MA
No Degree (transfer), Social Thought And Political Economy (STEPC)

Berkshire Community College, Pittsfield, MA
No Degree (transfer), Liberal Arts And General Studies

BERKSHIRE COUNTY REGIONAL HOUSING AUTHORITY

1 FENN STREET, 4th Floor - PITTSFIELD, MASSACHUSETTS 01201
(413) 443-7138 FAX (413) 443-8137
www.bcrha.com

November 16, 2023

Karen Smith, Chair Community Preservation Committee (CPC)

RE: CPC Funding Application - **Construct**

Dear Ms. Smith:

On Behalf of the Berkshire County Regional Housing Authority (BCRHA), I am writing in strong support of Construct's funding application to the Community Preservation Committee (CPC), which would support a desperately needed transitional housing Initiative.

As you are already aware, the lack of decent, affordable housing across the region has long been a critical issue for the Berkshire region, negatively impacting households across a broad spectrum, and one that in the context of Berkshire County needs to be addressed concurrently at both the regional and local levels. Over the last three years, the dramatic increase in both housing instability and homelessness has created a heightened sense of urgency to develop a significantly greater number of deeply affordable housing opportunities, which includes addressing the need for more transitional housing initiatives in your community.

As the Executive Director of an organization that serves as one of Berkshire County's primary providers of homelessness prevention and housing stability programming, I remain keenly aware of the near emergency need for decent, affordable housing, across a broad range of income levels, with a special focus needed for those households that are at or below 50% of MHI. The CPC has the opportunity to help Construct expand its capacity to meet these needs in Great Barrington in a manner that is consistent with addressing the dynamics that are unique to rural and small-town life.

With that said, I am respectfully requesting that the CPC support Construct's funding request.

If you have any questions or concerns regarding this application or need additional information, please do not hesitate to contact me.

Very truly yours,


Brad Gordon
Executive Director

Housing & Consumer Education Center · HUD-Approved Housing & Legal Counseling · Dispute Resolution Center · Consumer Services · Foreclosure Prevention · Tenancy Preservation Programs · Housing Search & Homelessness Prevention Assistance · Youth Services



House of Representatives
State Representative Smitty Pignatelli
Third Berkshire District
State House, Room 166 Boston 02133-1053

November 21, 2023

Karen Smith
Community Preservation Committee
334 Main St. Great Barrington
MA, 01230

Dear Karen,

I am writing today to express my unwavering support for Construct's Comprehensive Support Services program and to urge you to consider funding their initiatives. Our recent Housing Summit shed light on significant service gaps in Berkshire County concerning housing and homelessness. I strongly believe there's extensive work ahead, and it's crucial to support organizations like Construct, which consistently step forward to support our neighbors and community members who need it most.

Construct's rental assistance program was among the first responses during the onset of Covid. Its inception aimed not just to aid struggling families but also to support small landlords who were facing financial strain without rental payments. The need for such assistance persists, making it imperative to continue the work that will keep people in their homes. Continuing this service and supplementing it, when suitable, with microloans will not only help households stay housed but also empower them to regain their footing.

Additionally, my wholehearted endorsement extends to Construct's Transitional Housing program. It stands as a pioneering effort in south Berkshire County. By focusing on the specific needs of the south County area, this housing initiative will provide shelter to many in our community who are grappling with hardships, offering them a chance to forge a more secure and stable future.

Sincerely,

A handwritten signature in black ink that reads "Smitty".

Smitty Pignatelli
State Representative
3rd Berkshire District
rep.smitty@mahouse.gov



Date November 16, 2023

Karen Smith, Chair Community Preservation Committee
334 Main St.
Great Barrington, MA 01230

Dear Karen,

As CEO, I ask that the Community Preservation Committee supports Construct's application for CPC funding to expand rental assistance and better serve unhoused individuals with transitional housing.

As partners in addressing housing insecurity and providing sustainable permanent housing, we know this remains an all hands-on deck challenge. This two-pronged approach paired with RAFT, Habitat for Humanity's affordable home ownership and the permanent housing many of us provide is still not enough! Transitional Housing and an expansion of Construct's existing rental assistance will help all our Great Barrington tenants thrive and clear a path for them to move toward home ownership if they so choose.

Every effort Construct, and our housing partners can put to addressing the growing challenge housing access and affordability must be brought to bear. Thank you for the Great Barrington Community Preservation Committee's ongoing support for these efforts.

Please fund Construct's request in full.

Best Regards,

A handwritten signature in blue ink that reads "Carolyn Valli".

Carolyn Valli
CEO, Central Berkshire Habitat for Humanity



Excellence in Healthcare

Karen Smith
Community Preservation Committee
334 Main St. Great Barrington
MA, 01230

Dear Karen,

I am writing this to express my support for Construct's application for CPA funding. I am a social worker in the community and my job is to advocate for the people who live here. We at CHP have seen increasing number of families and individuals in need over the past several years. Services that Construct provides, such as their Transitional Housing and rental assistance are crucial in this time where housing is scarce and our community members are struggling.

There are few shelters in Berkshire County, and oftentimes the shelters that are in operation are completely full. In southern Berkshire County, we have no shelter at all and best case scenario, they end up in Pittsfield. Making adjustments to Construct's temporary housing program will allow for a south County preference which will give locals a chance to stabilize in their own community.

Additionally, I feel that Construct's rental assistance program is an invaluable resource to the community. Keeping people housed is so important, and this program is an amazing resource for those who need temporary assistance. Thank you for considering Construct's application for funding, by supporting Construct, you support so many in our community.

Best Regards,

A handwritten signature in blue ink, appearing to read 'R. Markham', is written over a light blue horizontal line.

Rania Markham, MSW, LCSW
Care Coordinator for Family Services
Community Health Programs, Inc | CHP Berkshires
442 Stockbridge Road. Great Barrington, MA 01230
(O)413-528-9311 Ext 1103 (F) 413-644-0274
rmarkham@chpberkshires.org
chpberkshires.org

Date

Karen Smith, Chair Community Preservation Committee
334 Main St.
Great Barrington, MA 01230

Dear Karen,

As a Great Barrington employer, and an advocate for housing in our community, I strongly support Construct's application to the Great Barrington Preservation Committee.

Construct has been offering homegrown community-based solutions to the affordable housing challenges for over 50 years. It's the one organization that supports all stages of the affordable housing lifecycle from homelessness to homeownership. This application helps individuals coming out of homelessness with transitional housing and expands upon other rental assistance efforts to help renters live sustainably in Great Barrington.

Having employees able to live close to their work is helpful to ALL employers and really critical to restaurateurs and others in hospitality as well as healthcare and other services our patrons depend upon. Increasingly, we are doing our best as employers to provide sustainable wages. But we can only do so when we can A: Keep the doors open and B. Have consistent availability for our patrons.

We found that being able to do both helps Great Barrington thrive for all it's residents but without Construct's support, housing too often remains out of reach, and continues to be the largest hurdle in small businesses' ability to get off the ground and stay a-flight in our community.

Sincerely,

Josh Irwin
Owner Mooncloud
Owner Homelove
Owner Cantina 229

A handwritten signature in black ink, appearing to read 'Josh Irwin', with a stylized, flowing script.



Craig Barnum
Great Barrington, MA 01230
craigbarnum@gmail.com

November 27, 2023

Karen Smith
Community Preservation Committee
334 Main St. Great Barrington
MA, 01230

Dear Karen,

I wanted to express my support for Construct Inc.'s current CPA application. As a landlord in South County, I've seen firsthand the significant and positive impact Construct has had on our community and I know firsthand they play a crucial role in providing housing security resources in Great Barrington.

I've had the opportunity to witness Construct's invaluable support on multiple occasions. Over the years, some of our tenants faced challenges and sought rental assistance, Construct not only provided aid but also streamlined the entire process, ensuring a seamless experience for everyone involved.

The role of a landlord has become more challenging, especially with the ongoing repercussions of the Covid-19 pandemic. Construct has been a dependable source of support for all types of people during trying times. Construct's commitment to affordable housing and assistance is truly commendable, and I wholeheartedly advocate for granting them the necessary funding to continue essential aid to South County residents in need.

Thank you for considering my viewpoint on this important matter.

Sincerely,

A handwritten signature in blue ink, appearing to read 'CMB', is written above a horizontal line.

Craig M. Barnum



11/29/2023

Karen Smith,
Chair Community Preservation Committee
334 Main St.
Great Barrington, MA 01230

Dear Karen,

Please accept this Letter of Support on behalf of Clinical and Support Options, Inc. (CSO) for the proposal by Construct for their affordable housing application to the CPC.

The mission of CSO is *to provide responsive and effective interventions and services to support individual adults, children, and families in their quest for stability, growth, and a positive quality of life. To do so, we commit internally to excellence in our services while we collaborate externally with community partners to establish and participate in a comprehensive system of assistance and resources for the residents of our communities.* CSO has over 620 staff and covers all four counties of Western Massachusetts providing outpatient mental health, in-home therapy, substance abuse treatment, crisis intervention and stabilization, family support services and family resource centers. CSO's Family Resource Center in Great Barrington, MA, works closely with Construct to meet the needs of Great Barrington families. Without rental support/programs to help these families, it would be difficult for those we serve to sustain housing.

I applaud Construct's vision to expand their rental assistance program to truly help these families climb out from under the financial burdens they face. We stand ready to support these families as they begin to strengthen credit, develop long term savings and retirement plans and reduce their debt load all made possible by pairing microloans with increased access to the funds needed for financial stability.

Construct is a strong community partner and I am confident that their relationship with us as well as others in So. County will help stabilize individuals and families in Great Barrington. Their experience in working with individuals living homeless can only help address the actual needs of our growing homeless population.

Sincerely,

Karin Jeffers
President and CEO

Enhancing Lives. Strengthening Communities.

8 Atwood Drive, Suite 301, Northampton, MA 01060 • 413.773.1314 • CSOinc.org