

4227 Route 50
Saratoga Springs, NY 12866
Phone: 518.587.3208
Fax: 518.587.7236
www.aimservicesinc.org



Martin Glastetter
President, Board of Directors

June MacClelland
Executive Director

January 27, 2015

City of Saratoga Springs
City Hall - 474 Broadway
Saratoga Springs, New York, 12866

Re: Community Development Block Grant (CDBG) Entitlement Program

Dear Office of Community Development:

AIM Services, Inc., with current administrative offices located at 4227 Route 50 in Saratoga Springs, was established in 1979 as a not for profit organization servicing individuals with disabilities. We directly support over one hundred and ten Individuals with developmental challenges, providing their own home and integrated services in seventeen Agency owned residences throughout Saratoga County. AIM also owns or leases four Supportive Apartments in Saratoga County, allowing individuals with challenges maximum independence. In addition, AIM's Community Services Programs provide services for nearly five hundred Individuals in the Saratoga County community.

As you may be aware, the New York State Department of Health (DOH) in conjunction with Centers for Medicare and Medicaid Services (CMS) and the Office of People with Developmental Disabilities (OPWDD, our primary certifying State Agency) is undergoing a major transformation in both its fiscal policies and more importantly its service delivery requirements. Voluntary agencies such as AIM that still own and operate residential programs known as Intermediate Care Facilities (ICF's), are required to convert these programs to Supervised Individual Residential Alternatives (IRA's). This required conversion allows us to provide residences that are more person centered and "home-like"; moving away from the traditional "institutional" looking building. A primary focus of this transition is to allow individuals to live in a smaller home setting. Recommended IRA capacities would be four individuals.

AIM services, Inc. will be converting our twelve - person ICF, located at 1 Finley Street in the City of Saratoga Springs, sometime in 2015. We envision taking the current "institutional type" structure and renovating it into two four bedroom Supervised IRA's. This would allow the individuals served in a residential program to live in a home better suited to promote community integration. We envision each four bedroom IRA to have its own living room, kitchen, dining room, bathrooms, bedrooms, washroom, with the interior design and character directly reflecting the personalities and tastes of the individuals residing there.

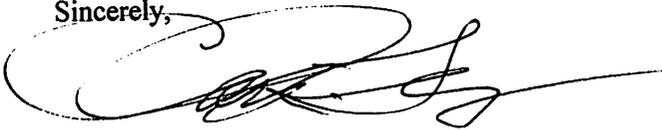
Our current plan for the Finley ICF conversion does not guarantee the individuals will remain residents of the City, as property values have made new development cost prohibitive. We recognize that individuals with challenges are underrepresented in Saratoga Springs. Our hope is to allow these individuals to live in a more “natural” home in the current community setting, enjoying the opportunities presented to them by remaining City residents. This project will also keep most of the current jobs in Saratoga Springs.

This renovation is not fiscally addressed through an existing program, and is not affiliated with any other agency. Reducing the number of individuals served at the Finley site will negatively impact the Agency financially, a contingency we are planning for. Converting the site from its current configuration into two IRA’s herein described is financially out of our reach without assistance. The limited State Medicaid funds available for conversion present us with essentially an underfunded mandate, particularly if we insist on having those individuals remain at their current residence in Saratoga Springs. The \$100,000.00 we are requesting would guarantee their meaningful contribution to this community for years to come.

We are excited to announce that AIM Services, Inc. has been approved by OPWDD to open three additional Supportive Apartments in Saratoga County this year. We are a growing agency supporting Individuals that are “underserved” in this area and driven to help them achieve their hopes and dreams.

Please visit our website at: www.aimservicesinc.org, and please see our enclosed brochure. Any amount the Community Development Block Grant could provide would make an impact in helping our Individuals to meet their goal of independent living.

Sincerely,

A handwritten signature in black ink, appearing to read 'Chris Lyons', written over a horizontal line.

Christopher R. Lyons
Senior Director and Counsel

CL/jm

APPLICATION FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM
— 2015 Program Year Funding—

ACTIVITY NAME: Finley St. Conversion

APPLICANT: AIM Services, Inc.

MAILING ADDRESS: 4227 Route 50
Saratoga Springs, NY Zip: 12866

PHONE: 518-450-2828 FAX: 518-587-7236 EMAIL: clyons@aimservicesinc.org

CONTACT PERSON: Christopher Lyons TITLE: Senior Director & Counsel

APPLICANT (select 1): City Department (List Dept.) Private non-profit organization 14-1609398 (List Federal ID #) Other Public Agency (Specify)

967500112
(DUNS #)

NATIONAL OBJECTIVE (select 1):

"Benefit persons of Low/moderate income"

- L/M Income Area Benefit
 L/M Income Limited Clientele Activities
 L/M Income Housing Activities
 L/M Income Job Creation/Retention

"Address slum/blight Conditions"

- "N/A" Slum/blighted Area
 Slum/blighted Spot Basis
"N/A" Urban Renewal Completion

"Urgent CD Need"

"N/A" Urgent Need

REQUESTED ENTITLEMENT FUNDING: \$ 99045.00
Funding Leveraged from Other Sources: \$ 7455.00
Total Activity Cost: \$ 106500.00

Proposal Abstract - please provide a *brief* overview of your proposal including the number of persons that will be served with this grant in the space below:



(Authorized Signature)
Christopher R. Lyons

(Typed or Printed Name)

Senior Director & Counsel

(Title)

1/30/15
(Date)

(ATTACHMENT I)

PROGRAM OPERATING BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PERSONNEL See attachment: Typical IRA Budget				
Salaries				
Fringe				
Other (consultants, etc.)				
<i>Subtotal</i>				

OVERHEAD				
Advertising/Marketing		N/A		
Program Supplies				
Rent & Utilities				
Other – list below				
<i>Subtotal</i>				

TOTAL COST			
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(ATTACHMENT 2)

CONSTRUCTION / SITE DEVELOPMENT BUDGET

(Entitlement Grant + Leveraged Funds = Total Activity Cost)

	ENTITLEMENT GRANT	Leveraged Funds*	Total Activity Cost	*Source of leveraged Funds and In-Kind Services
PRECONSTRUCTION				
Legal	465.00	35.00	500.00	
Engineering				
Architectural/Design	2325.00	175.00	2500.00	
Fees and Permits	465.00	35.00	500.00	
<i>Subtotal</i>	3255.00	245.00	3500.00	

DEVELOPMENT				
Relocation	13950.00	1050.00	15000.00	
Site Preparation	11160.00	840.00	12000.00	
Construction - materials	27900.00	2100.00	30000.00	
Construction - labor	42780.00	3220.00	46000.00	
Construction Financing				
Other - (explain)				
<i>Subtotal</i>	95790.00	7210.00	103000.00	

TOTAL COST	99045.00	7455.00	106500.00	
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(ATTACHMENT 3)

OFFICE OF MANAGEMENT AND BUDGET (OMB) CIRCULAR A-133
MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS

ORGANIZATION: AIM Services, Inc.

MAILING ADDRESS: 4227 Route 50 Saratoga Springs, NY 12866

FEDERAL ID #: 14-1609398 PHONE: 518-450-2828 FAX: 518-587-7236

DUNS #: 967500112

1. Please identify your fiscal year (mth/yr to mth/yr): January 2015 - December 2015

Please identify below the funding received during your last fiscal year:

2. Community Development Block Grant Entitlement Funding (CDBG):

CDBG Activity Name: N/A

CDBG Funding Program Year: _____ CDBG Funding Amount: _____

3. Other Federal Financial Awards (cash & non-cash):

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CFDA) # AMOUNT OF AWARDS

GIVE NAME & CATALOG OF FEDERAL FINANCIAL ASSISTANCE (CFDA) #	AMOUNT OF AWARDS
_____	_____
_____	_____
_____	_____

4. During your last fiscal year, has your organization expended more than \$500,000 in total federal financial awards (incl. CDBG & all other federal assistance)? YES * X NO _____ Medicaid

* If "yes", include a copy of your latest Single Audit Report with this completed and signed form as part of your application. If you answered "no", please complete, sign and return this form.

5. Are you aware of any financial audit violations, findings or questioned costs relating to any activity funded with federal financial assistance? YES * _____ NO X

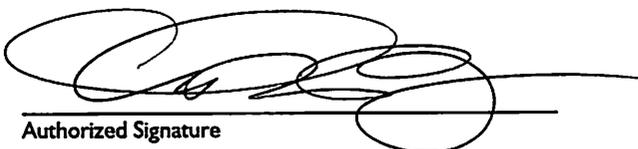
* If "yes", please describe: _____

6. Other Saratoga County Awards (cash & non-cash):

IDENTIFY PROGRAM NAME & YEAR OF AWARD

IDENTIFY AMOUNT OF CO. AWARDS

IDENTIFY PROGRAM NAME & YEAR OF AWARD	IDENTIFY AMOUNT OF CO. AWARDS
<u>Saratoga Casino & Raceway</u> 2014	<u>5000.00</u>
<u>Saratoga Casino & Raceway</u> 2013	<u>1000.00</u>
_____	_____
_____	_____


Authorized Signature

1/30/15
Date

Finley St conversion project:

Convert present house at 1 Finley St. into 2 separate 4 bedroom IRA's.

House is 67'x67' with 8 bedrooms all located in the back half area of the home, 4 bathrooms, 1 kitchen, dining room, 2 offices located in opposite sides of the home. The home has 5 hot water heaters, 2 furnaces, sprinkler system and a full basement.

Splitting the home would require creating 2 separate 4 bedroom homes that are 67x32. This can be accomplished by installing walls in the center of the 2 long hallways using 2x6 construction and 3/4 " sheet rock as well as tearing out the present kitchen area and walling that area using the same construction material.

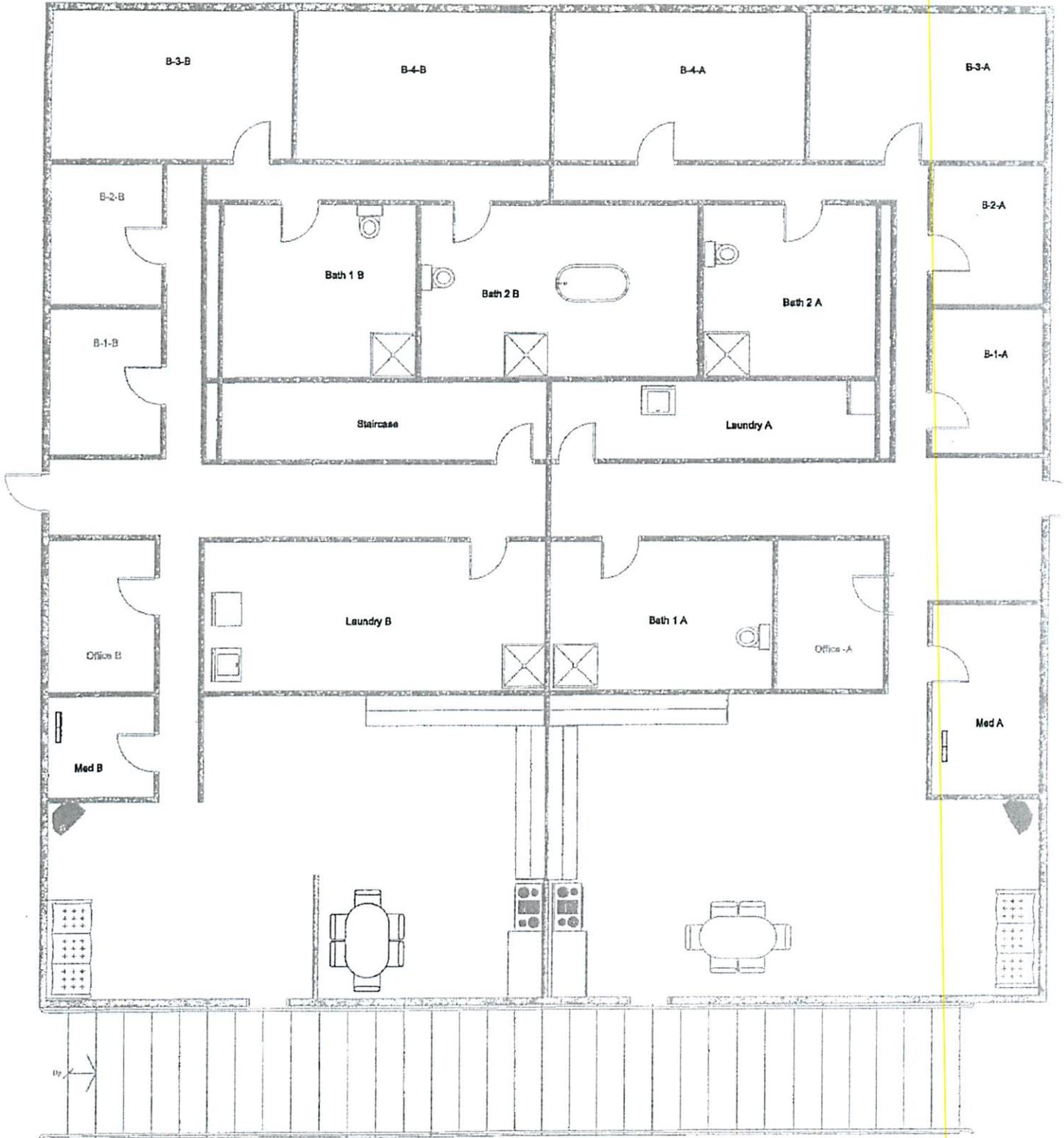
Areas that will need to be completed; Redo both bathrooms on the bedroom side of the house, leaving the parker tub where it is at. Remodeling the bathroom near the office in the front, doing so by downsizing the present laundry room. Redo the utility closet to become a laundry room.

Create 2 Kitchens in the front of the house, using some of the present cabinets and countertops. Expand the deck to the end of the side of the house.

Expand the driveway to go around the front of the house to the backdoor.

Issues that have yet to be determined; Sprinklers keep as one or do the need to be segregated, Furnaces would not match the new layout either would the power. Generator keep as one or would another one need to be purchased. *

1 FINLEY St





AIM Services Board of Director Listing as of 1/20/15

Martin Glastetter, President

Robert Ricketts, Vice President

John (Jack) Fleming, Treasurer

John M. Paolucci, Secretary

Kathleen Dewey

Tara Pleat

Bob Holtz

Denise Stasik

Phil Kahn

Don Kozak



2015 Leadership Listing

June MacClelland	Executive Director	522-8114
Chris Lyons	Senior Director and Counsel	466-6557
Renee Hebert	Compliance Officer and Director of Quality Improvement	366-9160
Danielle Wiltsie	Director of Community Services	885-0879
Janine Gennett	Director of Clinical Services	695-6679
Gerard LeBarge	Director of Operations	681-7358
Scott Hartung	Director of Finance	747-5576
Josh Phelps	Acting Director of Residential Service	578-5544
Rickke Mabie	Special Project Manager	636-5976