

APPLICATION FOR  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM**  
 — 2019 Program Year Funding —

ACTIVITY NAME: Finley Street Bathroom Renovation

APPLICANT: AIM Services, Inc.

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

PHONE: 518-587-3208 FAX: 518-587-7236 EMAIL: lstpierre@aimservicesinc.org

CONTACT PERSON: Lauren St. Pierre TITLE: Grant Writer

APPLICANT (select 1):  City Department (List Dept.)  Private non-profit organization 141609398 (List Federal ID #) 805086290 (DUNS #)  Other Public Agency (Specify)

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:** \$ 15,000.00

Funding Leveraged from Other Sources: \$ 28,469.00

Total Activity Cost: \$ 43,469.00

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:

AIM Services requests support from the Community Development Block Grant to fund the renovation of three bathrooms in our residential group home in downtown Saratoga Springs. The renovation will improve accessibility in these bathrooms for the 12 individuals that live in the home. All bathrooms require substantial improvements in spatial design to support the people who utilize a wheelchair, walker, or require the total assistance of their support staff when using the bathroom areas. Vast improvements in assistive modifications to the bathroom will create more opportunities for these individuals to move more independently in this private space, as well as to ensure optimal safety measures in this area of the home.

  
 (Authorized Signature)

Chris Lyons  
 (Typed or Printed Name)

Executive Director  
 (Title)

1/29/19  
 (Date)

# Community Development Block Grant Entitlement Program

## AIM Services, Inc. Renovation Project Application



**AIM Services, Inc.**  
4227 Route 50  
Saratoga Springs, NY 12866  
[www.aimservicesinc.org](http://www.aimservicesinc.org)  
(518) 587-3208

AIM Services, Inc. is dedicated to supporting the "power of potential" in people of diverse abilities. Through community based services, advocacy, and education, dedicated professionals focus on supporting people in achieving their personal goals, while promoting a sense of self-confidence and independence.



Community Development Block Grant (CDBG) Entitlement Program  
2019 Program Year Funding

**PROPOSAL ABSTRACT**

AIM Services requests support from the Community Development Block Grant to fund the renovation of three bathrooms in our residential group home in downtown Saratoga Springs. The renovation will improve accessibility in these bathrooms for the 12 individuals that live in the home. All bathrooms require substantial improvements in spatial design to support the people who utilize a wheelchair, walker, or require the total assistance of their support staff when using the bathroom areas. Vast improvements in assistive modifications to the bathroom will create more opportunities for these individuals to move more independently in this private space, as well as to ensure optimal safety measures in this area of the home.

**1. ACTIVITY DESCRIPTION**

- A. The proposed bathroom renovation is a new project for AIM Services.
- B. Our community is one that relies entirely on assistive and adaptive accommodations and technologies in order to traverse their own homes and to meet their basic needs. These individuals need and deserve a shower and bath space that is both private and easily accessible by any type of accommodation specific to each person's means of mobility. This necessary renovation will provide up to date modifications of the bathrooms so as to adhere to bathroom design requirements according to the Americans with Disabilities Act (ADA). Renovations to the bathrooms have not occurred since the home's initial opening over 20 years ago. It is required of our agency to provide opportunities for these individuals to utilize this private space of their home in a safe, accessible, and independent manner.
- C. The proposed project is designed to benefit (C-3), a low-moderate income "limited clientele group". The household is comprised of individuals of diverse abilities; those with developmental or physical disabilities who are all over the age of 21. The individuals are dependent upon the direct support professionals who care for them, and the adaptive homes in which they live, that are designed to meet each individual's unique needs.



**Community Development Block Grant (CDBG) Entitlement Program  
2019 Program Year Funding**

D. It is the goal of our agency that the 12 people living in this home will have an increase in safety in regard to their bathrooms. Even more, it is a goal that they will have more assistive tools in their bathrooms that would allow them to traverse the bathroom more independently. The addition of more grab bars situated throughout the bathroom, more accessible toilets that are at a higher elevation, non-slip floors, and private shower and bath placement, are components of these renovations.

The support staff at this Saratoga Springs home document any and all notable health reports or improvements in someone's life. They communicate this information to the entire team that supports the individuals at this home. Support staff will be instructed to communicate with us the level of independence an individual is able to experience as a result of the renovation of their bathrooms. The goal of the project is to give 12 individuals the opportunity for a new and improved bathroom facility that will increase their safety and independence.

E. Renovation Timeline:

- I. July 2019: Bids Go Out
- II. July 2019: Contractor Selected
- III. August 2019: Renovation Project Begins
- IV. September 2019: Renovation Project Completed

F. These renovations require proof of site control by providing proof of ownership. Proof of this ownership is included as an attachment to this application.

**2. ORGANIZATIONAL CAPACITY**

AIM Services Inc., was chartered in 1979 with the goal of providing local services to meet the specific needs of members of our community. AIM is a private, not-for-profit organization providing residential and community-based services to people with diverse abilities, including traumatic brain injuries. The services are provided and offered in Saratoga, Warren, and Washington Counties.

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



Martin Glastetter  
*President, Board of Directors*

Christopher R. Lyons, Esq.  
*Executive Director*

## Community Development Block Grant (CDBG) Entitlement Program 2019 Program Year Funding

Since AIM's formation in 1979, the agency has provided high quality services to the individuals served, as well as a family friendly positive work environment for the employees.

AIM has worked very closely with the individuals, family members, employees, and other providers in the area to offer people the opportunities to increase their independence and enhance their abilities to enjoy living and participating in their community. In doing so over the last 30 plus years, AIM has assisted and supported people with different abilities from living in institutional settings far from family and friends, to living and now working right in their own communities close to those family and friends that are an integral part of their lives.

AIM Services has not received funding from the City of Saratoga Springs in the past.

### **Board of Directors**

Martin Glastetter, President

Brian Gwynn, Vice President

John (Jack) Fleming, Treasurer

John M. Paolucci, Secretary

Robert Ricketts

Neal Edmonds

Jim Norton

Tara Pleat

Denise Stasik

Don Kozak

Linda Cassie

Mitch Havens

B. AIM Services has experience in successfully renovating the residential homes we own and operate in order to properly support the unique individuals that live in them. Currently we operate 21 homes and 13 apartments. Each home has been renovated in some capacity, large or small, to meet an individual's, or a group of individuals', needs.



## Community Development Block Grant (CDBG) Entitlement Program 2019 Program Year Funding

Most recently, AIM Services renovated a duplex and divided it into two accessible apartments. One apartment was remodeled so as to accommodate the two individuals who rely completely on their wheelchairs for their means of mobility. Every aspect of their apartment is made accessible relative to the height of their wheelchairs. In addition, the apartment includes as much technology as possible to meet the two individuals' desire to traverse their apartment as independently as possible. The assistive technology includes touch and voice activated equipment that has allowed these people to rely more upon themselves, instead of completely upon their support staff, to navigate their apartment and accomplish various daily tasks.

C. Gerard LaBarge, Director of Operations, will oversee the renovation of these bathrooms. Scott Hartung, Director of Finance, is responsible for the financial management of this project. AIM Services will put the renovation out to bid and will be selecting a local construction company to complete this project.

D. There are no other agencies or partners involved in this project.

### **3. ACTIVITY BUDGET- (ATTACHMENTS 1, 2)**

A. See Attachment 1 & 2. Also attached, Project Itemized Budget.

B. The OPWDD (Office of People of Development Disabilities) provides approximately \$2,000 towards renovations through the Residential Repair & Replacement Program (RRR). The remainder of this renovation will be funded with cash on hand through our general operations fund, for a total of \$28,469.

### **4. MONITORING OF FEDERAL FINANCIAL ASSISTANCE TO SUBRECIPIENTS**

A. See Attachment 3

B. AIM Services did not expend more than \$500,000 in total federal financial awards.

# Community Development Block Grant Entitlement Program

## AIM Services, Inc. Renovation Project Attachments



**AIM Services, Inc.**  
4227 Route 50  
Saratoga Springs, NY 12866  
[www.aimservicesinc.org](http://www.aimservicesinc.org)  
(518) 587-3208

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# Property Description Report For: 1 Finley St, Municipality of City of Saratoga Springs, Inside



**Status:** Active  
**Roll Section:** Wholly Exem  
**Swis:** 411501  
**Tax Map ID #:** 178.26-1-48.1  
**Property Class:** 633 - Aged - home  
**Site:** COM 1  
**In Ag. District:** No  
**Site Property Class:** 633 - Aged - home  
**Zoning Code:** UR2  
**Neighborhood Code:** 15192  
**School District:** Saratoga Springs  
**Total Assessment:** 2018 - \$601,900  
  
**Property Desc:** S-18 B-C L-286 Lot 2  
 Aa 21  
**Deed Page:** 9105  
**Grid North:** 1544818

**Total Acreage/Size:** 0.51  
**Land Assessment:** 2018 - \$148,100  
**Full Market Value:** 2018 - \$872,319  
**Equalization Rate:** ----  
  
**Deed Book:** 2013  
**Grid East:** 681598

## Owners

AIM Services Inc  
 4227 Route 50  
 Saratoga Springs NY 12866

## Sales

No Sales Information Available

## Utilities

**Sewer Type:** Comm/public  
**Water Supply:** Comm/public  
**Utilities:** Gas & elec

## Inventory

**Overall Eff Year Built:** 0  
**Overall Condition:** Normal  
**Overall Grade:** Good  
**Overall Desirability:** 3

## Buildings

AC%	Sprinkler%	Alarm%	Elevators	Basement Type	Year Built	Condition	Quality	Gross Floor Area (sqft)	Stories
100	100	100	0	Unfinished	1988	Normal	Average	4624	1



## Improvements

Structure	Size	Grade	Condition	Year
Canpy-com st	21 × 18	Average	Normal	1988
Porch-open/deck	27 × 6	Average	Normal	1988
Pavng-asphlt	2000 × 4	Average	Normal	1988

## Special Districts for 2018

Description	Units	Percent	Type	Value
SE010-County sewer dist #1	0	0%		0

## Exemptions

Year	Description	Amount	Exempt %	Start Yr	End Yr	V Flag	H Code	Own %
2018	NON-PROFIT	\$601,900	0	2013				0

## Taxes

Year	Description	Amount
2013	City	\$5,414.72
2012	City	\$5,390.43

**\* Taxes reflect exemptions, but may not include recent changes in assessment.**



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**Municipality of City of Saratoga Springs, Inside**

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SWIS:	411501	Tax ID:	178.26-1-48.1
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**Ownership Information**

Name	Address
AIM Services Inc	4227 Route 50 Saratoga Springs NY 12866

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**Sale Information**

*No Sales Information Available*

**Historic Deed Information**

**Photographs**

(Click on photo to enlarge it.)



Photo

Photo 1 of 2

← →

**Documents**

No documents found for this parcel

**Maps**

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(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
<b>PERSONNEL</b>				
Salaries	0	10,008,752	10,008,752	Medicaid Dollars
Fringe	0	2,402,100	2,402,100	Medicaid Dollars
Other (consultants, etc.)	0	9,911	9,911	Medicaid Dollars
<i>Subtotal</i>	0	12,420,763	12,420,763	

<b>OVERHEAD</b>				
Advertising/Marketing	0	0	0	
Program Supplies	0	1,945,481	1,945,481	Medicaid Dollars
Rent & Utilities	0	793,771	793,771	Medicaid Dollars
Other – list below				
Finley Street Renovation	15,000	28,469	43,469.00	Medicaid Dollars & OPWDD Contributions (RRR)
<i>Subtotal</i>	15,000	2,767,721	2,782,721	

<b>TOTAL COST</b>	15,000	15,188,484	15,203,484
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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
<b>PRECONSTRUCTION</b>				
Legal	0	0	0	
Engineering	0	0	0	
Architectural/Design	0	0	0	
Fees and Permits	0	0	0	
<i>Subtotal</i>	0	0	0	

<b>DEVELOPMENT</b>				
Relocation	0	0	0	
Site Preparation	0	0	0	
Construction - materials	7,500	14,234.50	21,734.50	Medicaid Dollars
Construction - labor	7,500	14,234.50	21,734.50	Medicaid Dollars
Construction Financing				
Other - (explain)				
<i>Subtotal</i>	15,000	28,469	43,469	

<b>TOTAL COST</b>	15,000	28,469	43,469
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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  
FEDERAL ID #: 141609398 PHONE: 518-587-3208 FAX: 518-587-7236  
DUNS #: 805086290

1. Please identify your fiscal year (mth/yr to mth/yr): Jan 2019-Dec 2019

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

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

CDBG Activity Name: Finley Street Bathroom Renovation

CDBG Funding Program Year: 2019 CDBG Funding Amount: \$15,000

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

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

4. During your last fiscal year, has your organization expended more than \$750,000 in total federal financial awards (incl. CDBG & all other federal assistance)? YES \*  NO

\* 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

\* If "yes", please describe: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

IDENTIFY PROGRAM NAME & YEAR OF AWARD	IDENTIFY AMOUNT OF Co. AWARDS
_____	_____
_____	_____
_____	_____
_____	_____

*Jean St Pierre*  
Authorized Signature

1/29/19  
Date

# Finley Street Bathroom Renovation



## Project Expenses

### Bathroom # 1

- Disconnect plumbing fixtures
- Remove existing fixtures
- Remove outlet plates
- Removed light switch plates
- Remove existing shower area
- Remove existing flooring and subflooring
- Remove existing FRP Panels and sheetrock on walls
- Spray floor joist
- Make necessary framing modifications to ensure a complete subfloor
- Install new 3/4" tongue and groove plywood
- Scrape popcorn ceiling off and skim coat
- Install new moisture resistant drywall and prep for paint
- Install 1/2" durarock on floor and on the walls of the showe area
  
- Installl Kerdi by Schluter waterprrofiging membrane on the floor in the bathroom, 6" up all of non-shower walls, and from floor to ceiling in the shower
  
- Install 12" x 12" niche in the shower to hold soap and shampoo
- Install Schuiter square drains in the shower floor and in the bathroom floor
- Install 2" x 2" non-slip ceramic tile by American Olean on the floor of the bathroom and shower, 4' up on the walls
- Install a brushed nickel Schluter trim piece at the top of the tile on the bathroom walls
- Grout and seal tile
- Reinstall toilet
- Reinstall sink and faucet
- Install new mixing valve and shower fixtures
- Provide one coat of primer and two coats of paint
- Install new grab bars in shower and bathroom area
- Reinstall fire and CO detectors
- Install new outlets
- Install new light switches
- Install new ceiling mounted light fixturer
- Install new light over mirror
- Install new mirror
- Install new heat register

Total Base Proposal for Bathroom #1:

\$16,078.00

# Finley Street Bathroom Renovation



## Project Expenses

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### **Bathroom # 2**

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- Disconnect plumbing fixtures
- Remove existing countertop
- Remove existing fixtures
- Remove outlet plates
- Remove light switch plates
- Remove existing shower area
- Remove existing flooring and subflooring
- Remove existing FRP Panels and sheetrock on walls
- Spray floor joist
- Make necessary framing modifications to ensure a complete subfloor
- Install new 3/4" tongue and groove plywood
- Scrape popcorn ceiling off and skim coat
- Install new moisture resistant drywall and prep for paint
- Install 1/2" durarock on floor and on the walls of the shower area
- Intall Kerdi by Schluter waterproofing membrane on the floor in the bathroom, 6" up on all of non-shower walls, and from floor to ceiling in the shower
- Install 12" x 12" niche in the shower to hold soap and shampoo
- Install Schuler square drains in the shower floor and in the bathroom floor
  
- Install 2" x 2" non-slip ceramic tile by American Olean on the floor of the bathroom and shower, four feet up on the walls of the bathroom and the complete height of the walls in the shower area-color to be chosen by the owner from the standard colors
  
- Install a brushed nickel Schluter trim piece at the top of the tile on the bathroom walls
- Grout and seal tile
- Reinstall new sink and faucet
- Install new mxiing valve and shower fixtures
- Provide one coat of primer and two coats of paint
- Install new grab bars in shower and bathroom area
- Reinstall fire and CO detectos
- Install new outlets
- Install new light switches
- Install new ceiling mounted light fixture
- Install new light over mirror
- Install new mirror
- Install new heat register
- Install countertop and supporting brackets

**Total Proposal for Bathroom # 2:**

**\$16, 903.00**

# Finley Street Bathroom Renovation



## Project Expenses

### Bathroom # 3

- Disconnect plumbing fixtures
- Remove existing fixtures
- Removed outlet plates
- Removed light switch plates
- Remove existing flooring and subflooring
- Make necessary framing modifications to ensure a complete subfloor
- Install new 3/4" tongue and groove plywood
- Modify existing plumbing so that the supply lines for the "Parker Tub" are coming out of the floor
- Scrape popcorn ceiling off and skim coat
- Install one new FRP panel where existing plumbing was to match existing FRP panels
- Install 1/2" durarock on floor
- Installl Kerdi by Schluter waterproofing membrane on the floor in the bathroom
- Install Schulter square drain in the bathroom floor
- Install 2" x 2" non-slip ceramic tile by American Olean on the floor of the bathroom
- Install a matching tile base around the perimeter of bathroom
- Grout and seal tile
- Reinstall toilet
- Reinstall sink and faucet
- Provide one coat of primer and two coats of paint
- Reinstall fire and CO detectors
- Install new outlets
- Install new light switches
- Install new ceiling mounted light fixture
- Install new light over mirror
- Install new heat register

**Total Base Proposal for Bathroom #3:**

**\$10,488.00**



# Finley Street Bathroom Renovation



## Project Expense Total

Total Base Proposal for Bathroom # 1	\$16,078.00
Total Base Proposal for Bathroom # 2	\$16,903.00
Total Base Proposal for Bathroom # 3	\$10,488.00
Total	\$43,469.00
Leveraged Funds from General Operating Fund	-\$28,469.00
<b>Total Contribution from CDBG</b>	<b>\$15,000.00</b>