



Legislature

CHAIR  
Shawna Black

VICE CHAIR  
Deborah Dawson

## TOMPKINS COMMUNITY RECOVERY FUND

### Application Form

APPLICATION DUE DATE: OCTOBER 31, 2022 by 5PM  
Review deadline October 15, 2022

NO LATE APPLICATIONS WILL BE ACCEPTED

Applications, including attachments, can be submitted in the following formats:

- Digitally via email or file sharing service to [tverrier@mrbgroup.com](mailto:tverrier@mrbgroup.com) (*do not email ZIP files*)
  - Contact [tverrier@mrbgroup.com](mailto:tverrier@mrbgroup.com) to request a file sharing link if needed.
- Hard copy or thumb drive delivered to:  
County Administration Office  
c/o Norma Jayne  
125 East Court Street,  
Old Jail Bldg. 3<sup>rd</sup> Floor  
Ithaca, New York 14850

Detailed application instructions and program guidelines are available here:  
<https://www.tompkinscountyny.gov/communityrecoveryfund>

Applicants are encouraged to contact the Tompkins Community Recovery Fund (TCRF) consulting team prior to filling out this application to confirm eligibility, or with any questions about the TCRF program or application.

- Tracy Verrier, MRB Group, [tverrier@mrbgroup.com](mailto:tverrier@mrbgroup.com)
- Scott Burto, WCP Consultants, [Scott@wcpconsultants.com](mailto:Scott@wcpconsultants.com)

## APPLICANT INFORMATION

Organization Name: Second Wind

Address: 1435 Elmira Road, Newfield, NY 14867

Phone: (607) 564-6087

Website: [www.secondwindcottages.org](http://www.secondwindcottages.org)

Entity Type:

Non-profit (501c3 or 501c19)  LLC  C-Corp   
Government

DBA/Partnership  Other (describe: [Click or tap here to enter text.](#))

Federal Tax ID #: [REDACTED]

Primary Product or Service: Homeless Services

Number of employees: 3

Is the organization current\* on all local, state, and federal taxes and obligations?  Yes  No

*Note: "current" includes being up to date on any mutually agreed payment arrangements to address outstanding amounts.*

Primary Contact Name: David Shapiro

Phone: [REDACTED]

Email: [REDACTED]

Was your organization awarded other COVID-related funding?  Yes  No

-If yes, what type and amount?

ARPA - [Click or tap here to enter text.](#)

PPP - [REDACTED]

CARES - [Click or tap here to enter text.](#)

EIDL - [Click or tap here to enter text.](#)

Other - Describe [Click or tap here to enter text.](#) - [Click or tap here to enter text.](#)

Was any of this funding related to the project proposed in this application?  Yes  No

How was this funding used? Salary and utility expenses.

## PROJECT INFORMATION

Project Name: Expansion of Permanent Supportive Cottage Housing Program for Homeless People

Description: Second Wind is seeking funding to expand our Newfield site with the intent to construct 12 additional cottages for currently homeless individuals. The total project cost is budgeted at \$693,980 Of which, we are seeking \$510,106.06 in TCRF funding and we are proposing to raise the additional 25% of the needed funds from community fundraising and by leveraging our existing volunteer network to minimize labor costs.

Specifically, we are requesting:

- a) \$460,103.06 in TCRF funding associated with construction expenses associated with building (12) new permanent supportive housing/cottages and one shared services building. Each cottage provides 320 square feet of livable space, is fully heated and insulated, with connection to municipal water, septic, and electricity. Each cottage has its own private bathroom, kitchen, washer and dryer.
- b) \$50,000 in TCRF funding associated with machinery and equipment expense to purchase an agency owned vehicle.

### Project Description:

Second Wind, located in Newfield, NY, has proven to be a successful model in providing low-barrier permanent supportive housing (i.e., cottages) for formerly homeless men. Second Wind is proposing an expansion of our cottages in Newfield on 2.7-acres owned by Second Wind. The proposal is to construct 12 additional cottages. Each cottage will offer permanency and safety and will come with a lock

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and key, electricity, insulation and heat, a bathroom, a kitchen and washer and dryer. Television and internet services will be provided as well.<sup>1</sup>

The additional proposed cottages will also be served by a new community center Second Wind intends to begin construct on in Spring 2023 with funds that have already been earmarked for the project (See enclosed drawings). The community center will provide group services, community meals, office space, meeting space and social/ creative multi-use space for cottage residents, as well as a laundry center, shared bathroom facilities and an industrial kitchen. The new cottages will have full access to the community center and all its amenities.

Second Wind Cottages began serving homeless people in Tompkins County more than 12 years ago by building 6, then 12, then eventually 18 cottages for formerly homeless men at our main site in Newfield. At the time, our target population was street homelessness, and most of the visible street homeless were men. As the organization grew and became more involved in its mission, the need to serve homeless women also became clear. As a result, we have since begun construction of a 4-unit home in Dryden for homeless women, or women with children which will open later this year.

The program in Dryden, along with the expansion we are proposing, will be operated consistently with our current program. This model and the staffing associated with it has evolved as the organization gained more structure and stability. Outlined below, is the current structure of operations provided at Second Wind Cottages that will also govern our operations in the Dryden House and these proposed new cottages.

Second Wind is considered low-barrier permanent supportive housing. Low-barrier has taken on many meanings in our community and will be addressing our definitions throughout this project description. Low-barrier initially relates to eligibility of applicants for housing at Second Wind Cottages. We offer eligibility to any currently homeless person, or any individual being discharged from a rehabilitative or corrective setting. Any person who is in danger of being homeless due to eviction proceedings, has prior or present substance of alcohol use, or a prior history of domestic or other abuse is eligible to apply. At Second Wind, low-barrier means that no matter what led to or will lead to your homelessness, you will still be considered eligible to apply to our program<sup>2</sup>. Initial prioritizations may be given to those individuals that are experiencing their homelessness in Tompkins County.

Our application is also low-barrier meaning it is easy to complete. We ask for a way to contact the individual, accept the application via our website, via email, or through community referrals and ask only three questions. The three questions aim to understand: (1) where the individual is presently living; (2) what goals, obstacles, or health conditions the individual is presently focused on; and (3) a personal or professional reference. After receiving a completed application, an initial telephone screening is completed.

This initial screening is also an opportunity to discuss our good neighbor policy which addresses some of the expectations we have for our residents, specifically: “By

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*accepting residence with us, you are choosing to pursue a life free of addictions and abuses, while cultivating self-reflection, personal growth, and accountability.”*

This is an expectation, but it is also an aspiration given what we know about recovery. We want all our residents to agree to live at Second Wind without using drugs, alcohol or practicing any other abusive and/or injurious behavior. We also acknowledge that recovery and sobriety in all its forms is a journey, and part of that journey is learning to be honest about the struggle. In that sense, during the screening process we seek to identify where an individual is in their pursuit of recovery and sobriety. If we evaluate the applicant to be honest, is seeking a clean life, would benefit from the supportive programming we offer, and isn't a threat to the recovery of other residents, then the individual applicant will be considered.

Second Wind's initial screening and subsequent reference checks also aims to uncover any previous criminal history. Although anyone with a criminal history may apply for housing, the circumstances of the individual's prior record (and the implications those past charges have on our current residents) may disqualify an applicant from consideration.

Applicants that remain eligible after the initial screening process are then scheduled to come on site for the first of two interviews. The first interview is conducted by the Second Wind Community Manager and the Executive Director. This interview is aimed at further describing the expectations and goals of our permanent supportive housing program, and is also aimed at learning a few essential details about their homelessness, including the applicant's:

1. Addiction history and present use. What plan is in place to achieve or sustain sobriety? What supports are needed? What supports are already in place? Sobriety can be a fragile state for many individuals with current or prior struggles with addictions. We aim to learn if their pursuit is honest and if we have the supports in place to help the applicant maintain/ sustain a sober life.
2. Readiness to move forward. The journey to recover from homelessness and the various addictions and traumas that may be associated with this recovery, may be long, but there must be an individual desire to move forward and progress in their lives. We do not expect applicants to have a full plan, but we do aim to uncover desire for a different and better life.
3. Aspirations beyond Second Wind. We offer permanent housing, but also want our residents to eventually transition elsewhere. This may take time to develop a dream and a realistic understanding of what safety and stability look like outside of Second Wind Cottages. However, we want our residents to aspire for a more traditional form of housing, and we hope to identify what this might look like during this round of the interview process.

Applicants are also scheduled for a second round of interviews may include other staff, current and former board members, and present residents. This interview is more relational and aims to determine if there is a good relational fit. As per the Good Neighbor Policy *“Relationship is at the heart of Second Wind's mission. First*

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*by relating to yourself, then others, in ways that do not cause emotional or physical harm to you, or others.”*

Once these rounds of interviews take place, we are either left with a clear option or several options. When we are considering several individuals for final selection, the final determination usually relates to:

1. Present living situation. How dire of a need is being presented? Are there other available housing options? We aim to evaluate the risk of the present living situation and will often make the final determination in support of the applicant that is deemed most at risk (after already determining we have the supports needed to assist with the applicant).

Despite providing permanent supportive housing, we aspire to be temporary, and we operate from a programmatic perspective that does not use landlord/tenant language. More so, we prefer to use language that defines our relationship in terms like friends, mentors, coaches, and peers. Our residents do not sign a lease, but instead sign a residential program agreement (see attachment). This document defines their agreement to enter our program and specifically states that *“continued eligibility for services and residency with Second Wind is contingent on compliance with this Residential Program Agreement and the Second Wind Cottages Good Neighbor Policy.”*

This document also defines that value of the cottage we provide, which includes a private bathroom and kitchen, water/sewage, laundry services, DirectTV and Wi-Fi. Second Wind values this cottage and associated utilities at \$1,000 per month. However, the average resident pays approximately \$150 per month due to their present employment and income deficits, other debt or arrears payments, or because they are presently focused on the healing/sobriety stage of their journey. Second Wind waives the remaining deficit if the resident can demonstrate meaningful progress towards their individualized goals. This is further defined in our Residential Program Agreement to include:

1. working towards individualized levels of personal recovery,
2. the development of healthy habits and choices,
3. the pursuit of employment and/or volunteering in the external community,
4. and participation in Second Wind community programming which includes opportunities to develop programming, learn/engage in offered programming, and/or participation in the Second Wind community in identified support or service roles.

A resident’s financial contribution to the program is determined using the program fee determination form (see attached). This form helps establish the value of what we are providing and helps the resident plan for the other income and expenses to budget for. This process ends in an agreement for the resident to pay us less than is valued in residential program fees. The remaining deficit that is waived also serves to become a realistic goal for the financial gap the resident must eventually fill to

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afford more traditional housing. The process of waiving program fees based on program participation/goal progress, is also a helpful tool that supports the resident's accountability in our program and in pursuit of their individual goals.

The goals a resident chooses to pursue is individualized and further categorized within the program description (see attached). Some goals are mandatory to pursue as part of their program agreement and others are of their own making. Within the program description we describe five pillars of success we want residents to pursue goals within. Working on these goals, along with the guidelines established in the good neighbor policy, will help set the foundations for an individual to secure stable housing and internal resiliency. Specifically, these pillars of success are:

- 1. Individual Recovery:** Some examples of goals that relate to individual recovery may include:
    - a. Maintaining emotional and/or substance sobriety by attending AA groups, anger management groups, substance and/or mental health counseling.
    - b. Practicing honesty, truthfulness, acceptance, and/or other displays of authenticity.
    - c. Ensuring your behaviors and actions do not impact the sobriety, recovery, and well-being of others.
  
  - 2. Dignity & Self Worth:** Some examples of outcomes that relate to dignity and self-worth may include:
    - a. Maintaining a clean and tidy cottage; keeping the outside landscaping of your cottage in good condition.
    - b. Finding worth through employment, volunteering, community engagement, hobby exploration.
    - c. Engaging in mental health counseling, learning new healthy habits, and learning new trades.
  
  - 3. Life Skills & Individual Responsibility:** Some examples of outcomes that relate to life skills and individual responsibility include:
    - a. Scheduling and attending scheduled meetings with the Second Wind staff to develop and pursue meaningful and achievable outcomes.
    - b. Maintaining emotional discipline, demonstrating effective communication/listening/ conflict resolution skills.
    - c. Personal care goals related to improving skills related to cooking, shopping, cleaning, self-care, etc.
  
  - 4. Community Building:** Some examples of outcomes that relate to community building include:
    - a. Attending second wind program meetings, recreational activities, organizing meals with your neighbors.
    - b. Accepting and/or developing an official role in the second wind community (ex. driving, cottage maintenance, food party coordination, lawn maintenance, snow removal, care/machinery repair, etc.) at Second Wind Cottages.
    - c. Volunteering in community building, neighborhood restoration projects, and/or by providing service in the nonprofit or social service
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community.

- 5. Job Skills & Financial Literacy:** Some examples of outcomes that relate to Job Skills and Financial Literacy include:
- a. Eliminating debt/arears, starting a bank account, attending financial literacy classes.
  - b. Identifying barriers to employment (disability, transportation, etc.); pursuing alternative solutions.
  - c. Developing a budget, saving money equivalent to 1<sup>st</sup> and last month's rent.

Each month every resident meets with staff to review their program participation using the enclosed monthly program participation review form. Residents are required to work towards goals in each category to remain in good standing and have all deficit program payments waived. Even when a resident can budget for their expenses and the full amount of program residential fees, that resident will still be required to work on goals each month to remain in good standing, however the residents' goals would then transition to looking for a more traditional housing setting.

Residents that fail to follow the above guidelines will receive warnings but will also receive chances to work in a manner that places them back in good standing. This is one more definition we have for low barrier; rule violations do not lead to immediate discharge. Eventually, residents that continue to disregard our programming or rules may be discharged from the program, however that isn't our first or second stance. As Second Wind's founder, Carmen Guidi has clearly stated: *"Our mission statement is to house and walk with people. I think it's beautiful, because let's face it, some people walk differently. Some people walk fast, some walk slow, some people take the long way. It's a beautiful picture of what we do."*

As it currently stands, Second Wind provides 24/7 remote monitoring of the existing cottages and will further expand this surveillance to any new cottages that are developed. Additionally, Second Wind employs a full-time community manager, an executive director, and has more recently hired additional staff to support volunteer coordination and program development. Our future models for supervision include cultivating on site certified peer recovery specialists amongst our residents, and visions of offering housing as part of an employment agreement for a community manager in an adjacent property that Second Wind has yet to purchase.

Second Wind will remain active in maximizing its network of donors and volunteers to financially support the staffing structure that the program depends on to enhance our program through community volunteerism. In addition to the current staffing structure and future visions of support, Second Wind also receives an abundance of community support through its extensive volunteer networks throughout Tompkins, Broome, and Chemung Counties. Other sources of funding for additional staff may also be pursued where aligned partners exist to enhance the Second Wind community.

All project costs that were described above and detailed in the project budget below were calculated on a per square foot basis based on what we know to be the current

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cost of materials in today's market and past experiences building cottages, and more recently in Dryden. Collaborative partners, Jerry Dietz of CSP Management and Jason Demarest of Jason K Demarest Architecture, have extensive expertise as a developer and architect, respectively, which give us a firm footing on what to expect with any site work needs and utility needs. Likewise, Second Wind Cottages founder, Carmen Guidi, was able to use his extensive experience at the site, and in the building trade, to provide a realistic estimate for the cost of the site work.

In addition to the construction costs and furnishing expenses associated with the new cottages. Second Wind is also seeking funding to purchase an agency vehicle. As part of our program, we have already developed onsite transportation and utilize current residents to take on roles as transportation providers. However, currently residents must use their own vehicles to do so.

Second Wind would also utilize a new vehicle to achieve greater financial sustainability through the development of our own onsite snow plowing service. We also would anticipate utilizing residents to perform this duty both as part of their program participation and as a means of acquiring new and useful employment skills.

Lastly, an agency vehicle helps us to be more sustainable as a volunteer driven agency. We use our own volunteers to build and maintain cottages, move in/move out/ and support the storage needs of current residents or other members of the community we support, and we hope to be able to deliver our residents to participate in more volunteering in our community. An agency owned vehicle would also help us respond to all these volunteer needs.

*Note #1: According to the CoC, campsite settings do not end homelessness for that individual. Additional feedback from the Newfield community brought to light concerns about the emergency needs and other risks that may be associated with a more transient/ campsite demographic. After hearing this feedback, as well as other public sentiment, including public comments from legislators and Newfield Town Board members in support of our cottage program, we determined this new cottage expansion proposal would have a greater immediate impact while allowing for more community debate about the concept to house homeless people in a campsite setting.*

*Note #2: While many of the individuals that are responsible for creating Second Wind have a religious belief system that guides their desire to help house the homeless, there is no religious requirement within our intake nor is there any religious programming requirement for any individual that resides at Second Wind.*

Grant Activity- Non-profit Only	<input checked="" type="checkbox"/> Construction/Renovation <input checked="" type="checkbox"/> Machinery & Equipment <input type="checkbox"/> Relief/Resiliency Assistance* <input type="checkbox"/> Projects responding to/mitigating COVID	<input type="checkbox"/> Planning Activities/Soft Costs <input type="checkbox"/> Furniture & Fixtures <input type="checkbox"/> Financial Hardship Mitigation*
Grant Activity- Business Only	<input type="checkbox"/> Operating Costs <input type="checkbox"/> Building Rehabilitation* <input type="checkbox"/> Start-up/Expansion Costs*	<input type="checkbox"/> Technical Assistance/Counseling <input type="checkbox"/> Storefront/Façade Improvement* <input type="checkbox"/> Childcare/Transportation Costs*



*\*Requires specific eligibility, see Program Guidelines "Eligible Activities" section*

Project Location (address or service area): 1435 Elmira Road, Newfield, NY 14867

Is the project located in and/or exclusively serve a Qualified Census Tract(s)?  Yes  No

-If yes, which tract(s):  1  2  4  7  10 (See Program Guidelines Appendix A)

Describe the project beneficiaries or population served.

For various reasons - including lack of affordable housing, behavioral/mental health challenges, criminal justice involvement, substance use disorder - there are hundreds of homeless individuals throughout Tompkins County. Homeless individuals live in shelters, in hotels, in encampments, and in other precarious situations. The dramatic growth in visible encampments throughout the west end of Ithaca has brought the chronic issue of homelessness into public view. However, homelessness has been an issue throughout Tompkins County for much longer than it has been visible.

On May 16, 2022, Horn Research presented the Homelessness & Housing Needs Assessment for Tompkins County to the Tompkins County Health and Human Services Committee. The Homeless and Housing Needs Assessment identified Tompkins County as having a comparatively high rate of homelessness per capita as compared to other comparable Continuum of Care systems across New York State. It further noted that the County has had increasing difficulty moving homeless households to permanent destinations. More individuals are cycling in and out of homelessness than in the past, and a sizable population of people are either living in unsanctioned homeless encampments, sleeping in cars, or couch-surfing. While not specifically highlighting COVID as the reason for the increasing rates of homelessness, the report did show that the local domestic violence shelter has seen occupancy rates increase during the pandemic.

Several opportunities were suggested to successfully address homelessness in the report; Second Wind Cottages proposes to respond directly to one of them by adding to the stock of low-barrier permanent supportive housing for presently homeless people.

It is estimated that there can be as many as 60 individuals camping in unsanctioned campsites within the City of Ithaca and an additional 7-10 people camping behind the Southern Tier Aids Program offices on State Street on any given night. With additional street homelessness seen in our City, County and State parks, as well as new unsanctioned campsites appearing in Dryden and Lansing, the need for more affordable supportive housing is on the rise.

Additionally, and as referenced in the Couch Surfer Census, presented at the October 5<sup>th</sup>, 2022, Homeless and Housing Taskforce, there are at least an additional 188 youth aged 18-24 who are homeless, but couch surfing, and an additional 910 people living in nonresident households. The additional 1,098 people are barely avoiding sleeping outdoors. As it relates to the 188 "youth", often the ability to couch surf at a non-relative's home is predicated on their consent to participate in sexual or sex trafficking activities.

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In summary, the population being served would include adults and youth (18-24), many who have been disproportionately impacted by the COVID pandemic, and people from all racial and ethnic backgrounds and beliefs, who are currently experiencing homelessness (unsheltered, chronically homeless, and couch surfers).

We anticipate that 100% of those served at Second Wind Cottages will be income-eligible based on the 2022 federal poverty guidelines.

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Describe how the project addresses the needs of underserved individuals, families, or communities?

Second Wind Cottages will immediately provide the most basic human need to an extremely vulnerable population- a home to a homeless person. Secondly, their needs for community, health care, mental health care, food, etc. will be accessible for all residents residing in the cottages.

Many of the people currently living unsheltered in Ithaca and throughout Tompkins County have experienced trauma in their lives, have substance use disorder co-occurring with physical disabilities and mental illnesses. Unfortunately, current shelter and other supportive housing options present a challenge to this population who have often have difficulty in congregate settings, who have been victims or of sexual assault, or who have committed sex-based crimes.

Demographically, local data available via the Homeless and Housing Needs Assessment for Tompkins County suggests street homelessness is disproportionately white, while total homelessness is over-represented by black and Hispanic/Latino individuals. Second Wind's Homeless Crisis Alleviation program attempts to reach all people groups. Homeless Crisis Alleviation work takes place in many areas of the community- in the encampments, in supportive housing units, on State Street, in the shelter and hotels, and even in courtrooms and jails. All demographic areas are reached and have the potential of ensuring the diversity of Second Wind Cottages.

The couch surfing report also indicated that a large proportion of homeless individuals – mainly those couch surfing – were not included in the data, but anecdotally this groups tends to be under the age of 24 and often people of color. Additionally, many of the residents that enter Second Wind Cottages struggle to find employment and housing due to a prior criminal conviction. This can also be true for undocumented immigrants that relocated to Tompkins County. Efforts will continue to be made to ensure these underserved individuals are known by and served via our Homeless Crisis Alleviation team, outreach efforts, and connections with other local non-profits.

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Select which TCRF program priorities your project aligns with:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Attend to impacts of COVID-19           | <input checked="" type="checkbox"/> Respond to diversity, equity, justice needs |
| <input checked="" type="checkbox"/> Build long-term capacity of communities | <input type="checkbox"/> Support local non-profits & small businesses           |
| <input checked="" type="checkbox"/> Address critical needs/identified gaps  | <input checked="" type="checkbox"/> Transformative outcomes                     |

## ☒ Alignment with Comprehensive Plan

If you've selected "Address critical needs/identified gaps" and/or "Transformative outcomes", please describe how the project addresses these priorities and include any evidence, data, or justification supporting the need and/or outcome. Attach additional information (e.g. studies, reports, data, etc.) as needed.

### Attend to impacts of COVID-19:

The impact of the COVID pandemic has led to increased joblessness, alcohol, and substance abuse and homelessness for many community members. There are many solutions that are needed to support those individuals adversely impacted by COVID, however, one important piece of the puzzle is providing affordable permanent supportive housing for people that are presently homeless but need supports and a place to heal and recover before moving to a more traditional setting.

### Building long-term capacity in communities:

Homelessness in Ithaca is not a new problem. The encampment referred to as the jungle has existed in some form for many years. What is new, however, are the voices speaking up in support of our unhoused community members. With the cost of living as high as it is in Ithaca, many people are still living paycheck-to-paycheck. Unfortunately, a percentage of those people may find themselves unhoused and in need of a temporary solution before they can get back on their feet. Second Wind Cottages Expansion will add an additional 12 permanent supportive low-barrier housing for community members that are not yet able to afford, or be successful in, more traditional means of housing.

### Address critical needs/identified gaps & Alignment with Comprehensive Plan:

It is widely recognized that there is an affordable housing shortage in Tompkins County. In fact, the creation of more affordable housing in the county has been on the comprehensive plan since at least 2015, and further adopted as an action item in 2019. While there has been an increased supply added to the housing market, affordability is still an issue. In the meantime, a gap exists for individuals that cannot afford, or who lack the stability in their lives to maintain, traditional housing. Expanding the county's permanent supportive housing options now serves as a necessary bridge to invest in to respond to the gap in affordable housing that exists.

### Responds to diversity, equity, justice needs:

As noted in the above sections that relate to beneficiaries served and underserved communities, homelessness disproportionately impacts younger adults, people of color, and identifying within the LGBTQIA community. As a result, providing more options for low-barrier affordable housing will be one helpful response to these diverse communities of people. Furthermore, many residents of our county subscribe to the belief that housing is a human right. Providing affordable housing to all is the justice many are looking for, however, adding an additional 12 cottages that provide permanency, support and affordability for currently homeless people is still a form of justice for those 12 people.

### Transformative outcomes:

Municipal responses to community homelessness have often centered on the concept of "housing first" while ignoring the recovery needs many homeless people need treatment with. Whether it is due affordability, lack of sobriety, past abuse and/or trauma, past conviction status, or many other reasons, many homeless people have difficulty accessing permanent housing. In fact, many of those same reasons restrict access to local shelter options too.

While some may consider Second Wind Cottages to be an example of successful housing first strategies, and technically we are considered permanent supportive housing, we prefer to describe our philosophy as relationship first, building trust and relationships that help support healing and recovery before considering a more traditional form of housing. This model, along with other evidence back reports

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(See enclosed evidence back reports (1) *The housing first approach has failed: Time to Reform Federal Policy and Make it Work for American's*, by Christopher Rufo, and (2) *Housing First and Homelessness: The Rhetoric and the Reality*, by Stephen Eide), suggest the need for models that respond to homelessness that aren't specifically centered on traditional housing first models.

Housing first models have not consistently demonstrated any improvement in overcoming substance abuse, reducing psychiatric symptoms, employment, or more generally, well-being. Moreover, transformative outcomes for the homeless population occur through a relationship first philosophy that seeks to support the healing and recovery journey of the individual before prioritizing a more traditional housing arrangement.

Second Wind Cottages has found success in treating the individual and restoring their sense of community – both within our programmatic community, and beyond in other external communities. Eventually we seek to help transition our residents into more traditional housing. But first, we walk slowly with residents and help them build the resiliency they need to ensure sustainable independent living.

As a result of this approach, the outcomes we hope to see with our residents extend far beyond their ability to find and afford permanent housing. Using a relationship first philosophy has led to renewed relationships with family members and children, improved health outcomes, decreased drinking and drug use, improved employability, or support with applying for government assistance. Treating the individual first provides the individual with the greatest chance for life success – a truly transformational outcome.

### Project Budget - Sources & Uses

Fill in the amount to be spent on each use in the column that matches the source that will fund that use. Multiple sources may fund the same use. Ensure that all TCRF funds are allocated to eligible uses for your organization and project type.

Use	TCRF	Equity	Other	TOTAL
<b>Construction/Renovation</b>	\$459,985.05		\$119,521.95	\$579,480
<b>Planning/Soft Costs</b>				
<b>Machinery &amp; Equipment</b>	\$50,000		\$30,500	\$80,500
<b>Furniture &amp; Fixtures</b>			\$24,000	\$24,000
<b>Provision of Relief/Resiliency Assistance</b>				
<b>Operating Costs</b>				
<b>Business Planning Assistance</b>				
<b>Childcare/Transportation</b>				
<b>Other</b>				
<b>TOTAL</b>	<b>\$509,958.05</b>		<b>\$174,021.95</b>	<b>\$683,980</b>

Describe any "Other" uses. Second Wind Cottages, Inc. leverages other sources of funding in ways both represented in this project budget and not. Specifically, as it relates to the budget, Second Wind Cottages is committed to raising 25% of the funds needed for this project through direct fundraising in the community. Additionally, what keeps this budget number lower than other affordable housing

projects is our ability to leverage our relationships with volunteers and skilled laborers, enabling us to complete the construction of this project with little to no labor costs.

Describe and “Other” sources, including the amount allocated from each source. All other sources of funding will come from local community fundraising.

Are all equity and other sources of funding secured?  Yes  No

-If no, describe the current status of equity and other sources. The fundraising will come from our existing donor base, and also by partnering with new community supporters invested in helping to house the homeless.

How will you pay for project costs prior to reimbursement of TCRF funds? Second Wind has the cash equity needed to pay for expenses in advance of submitting for grant reimbursement.

Would the project move forward if a partial award of TCRF funding were awarded?

Yes  No

If yes, what is the minimum award amount that would allow the project to move forward?

[Click or tap here to enter text.](#)

### Project Timeline - assume award and contracting complete by 1/31/2023

Project Start Date: 2/1/23

Project End Date: 10/31/24

Are any additional approvals, permits, funding awards, etc. needed prior to project start?

Yes  No -If yes, describe: Newfield doesn't have zoning; as a result, there aren't any major town approvals. There is a site plan review requirement but that will look at the project in relation to the town's comprehensive plan and environmental issues. A stormwater plan will not be needed as we expect not to exceed an acre of the required minimum disturbance. A building permit will eventually be needed and health department approvals as well.

### Project Outcomes

Below you will be asked to describe project outcomes. Note that you will be required to track and report on any success and project metrics.

Describe anticipated outcomes for the project.

The overarching goal of Second Wind Cottages is to provide a home to someone that is homeless, and a place for them to begin to heal. Many of our residents have experienced trauma, crime, abuse, addiction, and other traumatic experiences - before they pursue more traditional housing options.

That said, there are also tangible steps we can pursue that support those goals and measured to demonstrate progress towards their ultimate goal – safe, affordable housing in a setting that supports their unique person-centered needs. Those metrics are listed below.

What are the project's proposed metrics and goals for each metric?

Metric	Goal
<i>E.g. Meals served to low income families.</i>	<i>500 meals served</i>
Occupancy	12 currently homeless individuals will take residence in a SW permanent supportive house/cottage within 3 months of their construction.
Participation in Goal Planning	12 unique cottage residents will qualify for a monthly program fee waiver because of meaningful program participation.



Connecting to additional services	12 unique cottage residents will be provided with an additional referral for services within 6 months of residency
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

### ELIGIBILITY DOCUMENTATION

Applicants only need to provide documentation of one item under the category(ies) below that best describes the applicant and project (if any).

**For non-profits providing relief or resiliency assistance to individuals and families. Attach:**

- A draft of the form and list of required documentation that will be used to verify income and impact eligibility of individuals and families, OR
- Map of the relevant service area verifying that the applicant and/or project will solely serve populations in QCTs.

**For impacted non-profits seeking mitigation of financial hardship. Attach:**

- Documentation of reduced revenue, financial insecurity, increased costs, challenges covering basic operating costs, etc. as a result of the pandemic, OR
- Map indicating location/operation in a QCT

**For small businesses [or non-profits serving small businesses or industries]. Attach/provide:**

- Documentation of negative impacts from the pandemic (e.g. lost revenue, increased costs, difficulty covering basic operational costs, etc.) [draft of the form and list of required documentation that will be used to verify small business eligibility], OR
- Map indicating location [service area within] a QCT, OR
- NAICS code of business [target industries] indicating it/they are an impacted industry *(see Program Guidelines Appendix B)* Click or tap here to enter text.

### FORMS & OTHER DOCUMENTATION

Attach the following forms, listing any additional attachments being submitted as verification/justification of application answers:

- W-9
- Non-profits only - 501(c) IRS Determination letter
- Finance Supplemental Documents
- Research Supplemental Documents
- Project Budget
- Second Wind Supportive Housing Program Supplemental Documentation
- Expansion Concept Plan
- Click or tap here to enter text.

## CERTIFICATION

My organization has reviewed the Tompkins Community Recovery Fund Program Guidelines and understand the following:

- This is a competitive grant funding program, and thus submission of this application does not guarantee funding.
- This program is offered on a reimbursement basis, and as such my organization will need to expend funds prior to submitting for disbursement of grant funds unless a waiver has been requested and approved.
- This program is funded from ARPA State and Local Fiscal Recovery Funds, and as such is required to follow the regulatory framework dictated by the relevant US Treasury Final Rule.

In submitting this application, I swear under penalty of perjury under the laws of the State of New York that the foregoing information contained in this application is true and correct to the best of my knowledge and belief.

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Signature

Name: David Shapiro

Title: Executive Director

Date: 02/21/2023

## ADDENDUM A: PROJECTS REQUESTING MORE THAN \$25,000

Only projects requesting more than \$25,000 in grant funds from the Tompkins Community Recovery Fund are required to complete this portion of the application.

### ORGANIZATIONAL CAPACITY

Who will be tracking the project budget and maintaining documentation of grant related expenditures for this project?

Name: David Shapiro

Title: Executive Director

Which of the following best describes the above individual's relationship to the organization?

- Employee       Contracted professional (e.g. bookkeeper, lawyer, etc.)  
 Volunteer       Other (describe: [Click or tap here to enter text.](#))

Has your organization completed a project of similar magnitude in the past?  Yes       No

- If yes, please describe. Second Wind, which includes the 18 cottages built in Newfield were built exclusively with fundraising dollars and community volunteers. Currently we are building a 4-unit home in Dryden, NY for homeless women. This project is a combination of donor fundraising (about two-thirds) and funding through the Tompkins County Housing Development Fund (the remaining one-third) and is also being constructed by volunteers. This project is currently underway with an anticipated completion date of 6/30/23.

For projects involving the provision of assistance or services to individuals, families, or small businesses, has/does your organization provide services of this nature or to the target population already?  Yes       No

- If yes, please describe. Second has a proven track record of supporting unsheltered people in Tompkins County. Carmen Guidi, the founder of Second Wind Cottages, has been involved with those living in houselessness in Ithaca since 2010. Second Wind currently operates a supportive housing program with our 18-cottages for formerly homeless men in Newfield. We are currently expanding into Dryden with a 4-unit housing program for homeless women. In addition, our Homeless Crisis Alleviation program has a long-standing record of success providing street outreach and case management services.

The Homeless Crisis Alleviation Team (HCAT) is a 100% volunteer led team that spends countless hours and days building relationships with people living in unsanctioned encampments and in other places where unsheltered people take refuge. Their work starts with meeting people wherever they are, progresses to building trusted relationships, and transitions to walking them through the processes and steps required to meet their goals for health, housing, DSS benefits, reconnecting with family, sobriety, etc.

Many of the individuals served by the HCAT had previously given up hope because our community had given up on them. HCAT helps vulnerable people obtain IDs, obtain health insurance, and obtain free phones and service. They help individuals and families apply for public assistance and access needed medical and mental health care. They provide transportation to appointments and pick up prescriptions. They assist with applications for housing vouchers and housing applications and are their when

### DOCUMENTATION

Attach the following documentation:

- Proof of other sources of funds (e.g. loan commitment letter, bank statement, grant award letters, letters of intent, etc.)
- Cost verifications (e.g. quotes, schedule of anticipated costs from an architect or engineer, etc.)
- Financial statements for the most recent full fiscal year (e.g. P&L and Balance Sheet, audited/reviewed financial statements, tax returns, etc.)
- Interim financial statements (P&L and Balance Sheet) for the current fiscal year
- For Construction/Renovation projects only - Design drawings/renderings



## ADDENDUM B: PROJECTS REQUESTING MORE THAN \$250,000

Only projects requesting more than \$250,000 in grant funds from the Tompkins Community Recovery Fund are required to complete this portion of the application. These projects must also complete Addendum A.

### PROJECT FEASIBILITY

Please describe your organization's understanding of project feasibility, as well as the basis for that understanding. Attach any relevant studies, reports, and/or data to confirm project need and feasibility.

Second Wind has a proven track record of supporting homeless people in Tompkins County. Carmen Guidi, the founder of Second Wind Cottages, has been involved with those living in houselessness in Ithaca since 2010. Guidi began visiting individuals in encampments, bringing them water, food, clothing and materials for shelter. He invited the Rescue Mission to visit Ithaca and build relationships with, study, and support the homeless community in the city's West End. Although Guidi worked to get people into housing, there was a group that could not get housed - for various reasons landlords wouldn't accept them. Using his personal land, resources, community donations and volunteers, Guidi founded and built Second Wind Cottages, which is a low-barrier to entry community that strives to be drug and alcohol free.

Second Wind has participated in weekly meetings since February 2022 with City and County officials, and other community stakeholders that had led to the idea of a sanctioned encampment located within the city of Ithaca. Our concept has evolved as that process stalled, and as our understanding of the urgent need became apparent. However, this project has retained members of the committee that will support the architectural / design phase of the project, lead fundraising efforts, and support the build and construction machinery needs as they arise.

Second Wind was built by community volunteers and community members who raised funds for materials and specialty labor costs. The resulting outcome is the 18-cottages we currently operate in Newfield, NY. More recently, we were donated land in Dryden, NY and have since mobilized our community to donate their financial resources to help cover material costs of building a 4-unit residential house for homeless women. This project, which broke ground on 10/14/2022, will also be constructed primarily with community volunteers.

As detailed above, we have also raised the funds to build a community center adjacent to our existing 18 cottages in Newfield, NY, and plan to break ground on this project in Spring of 2023. The timeline associated with these two builds, and the momentum they each generate with our volunteer base, would allow for an optimistic organizational timeline to commence construction on the new site prior to the Winter of 2023.

Operational feasibility will have tiered levels of success. Opening 12 permanent supportive housing/ cottages is entirely feasible based on our proved track record. Second Wind has begun to grow our staffing to support the programmatic success at Newfield and our soon to be opened Dryden location. However, we also have demonstrated success with our small team of employed staff that partners with our volunteer led HCA team. Second Wind already has community connections and can invite "outreach experts" to Second Wind to provide services. Currently Reach Medical, Family and Children's Services, Salvation Army, ACBC, and DSS travel to other sites to visit and provide services. This model of utilizing service providers to provide on-site services is also successfully modeled at OAR's Sunflower House.