



Setti D. Warren
Mayor

Newton, Massachusetts Community Preservation Program FUNDING REQUEST

 PRE-PROPOSAL
 PROPOSAL

Form last updated 11 October 2018.

(For staff use)
date rec'd:

30 October
2018

For full instructions, see www.newtonma.gov/cpa or contact us:

Community Preservation Program Manager,
City of Newton Planning & Development Department, 1000 Commonwealth Ave., Newton, MA 02459
aingerson@newtonma.gov 617.796.1144

You may adjust the space for each question, but the combined answers to all questions on this page must fit on this page.

Project TITLE	Nathaniel Allen Homestead, Phase 3		
Project LOCATION	Full street address (with zip code), or other precise location. 35 Webster St. , West Newton, MA 02465		
Project CONTACTS	Name & title or organization	Email	Phone
Project Manager	Adrienne Hartzell Managing Director, Newton Cultural Alliance	adriennehk@newtonculture.org adriennehartzell@gmail.com	617-969-6442 (h) 857-636-0199 (c)
Other Contacts	Laurel Farnsworth Board Member, Newton Cultural Alliance	df.1876.laurel@gmail.com	617-429-7297 (h) 617-244-2209 (c)
Project FUNDING	A. CPA funds requested: \$600,000	B. Other funds to be used: 1) Federal & MA historic tax credits, 2) Private donations/ capital campaign 3) Village Bank permanent debt 4) MA Cultural Facilities grants 5) earlier related CPC grant	C. Total project cost (A+B): \$7,500,000
Project SUMMARY	Explain as concretely as possible how the project will use the requested CPA funds (use a cover letter rather than this space for general information about the sponsoring organization's accomplishments). You may provide more detail in attachments, but your PROJECT SUMMARY MUST FIT IN THE SPACE BELOW.		
<p>The Nathaniel Allen Homestead is on the National Register of Historic Places (1978) & is a City of Newton Landmark (1997). In the 1850's Allen was a noted abolitionist & progressive educator, working with Horace Mann & championing co-education, racial integration & physical education. Education was a family pursuit as Nathaniel was joined by his brothers, cousins, and his children. His daughters opened the Misses Allen School, a college preparatory school for girls in 1904 at the 35 Webster Street family home. It closed in 1943. When the building was marketed for condos in 2012, the Newton Cultural Alliance (NCA) was able to purchase it on short notice with a \$250,000 private gift as fulfillment of a mission goal for the NCA - to develop collaborative arts and cultural facilities for the Newton community. Initially NCA conceived of this project in 2 phases. In early 2017 we determined we should re-align & do the project in 3 phases, which are summarized as follows:</p> <p>Acquisition: Late November 2012</p> <p>Phase I: 2013 - 4/2016. Work to make the building publicly accessible including new accessible toilet room & temporary access ramp, plumbing repairs and preparation for the Junior League work in 2016.</p> <p>Phase II: 5/2016-6/2017. Exterior restoration work including new roofs throughout, extensive carpentry restorative work on house clapboards, gutters, downspouts, columns & painting of said restored exterior.</p> <p>Phase III: 7/2017- 10/2019. Final restoration of areas excavated for geothermal system, exterior repairs & paint, adaptive reuse of barn for theater, classroom, toilet rooms, green room, elevator & geothermal HVAC system.</p> <p>In 4/18 all drawings were complete, city bid process undertaken & Phase III building permit issued. The bids came in, in the current economy nearly 50% higher than 12/17 estimates & we learned our federal tax credit opportunity was only half what was expected. The end result is we now find ourselves \$1M short in funds to complete the project. We return to the CPC to request additional funds to help finish this project & bring online a 21st century adaptive reuse of one of Newton's historical gems for arts, culture, creativity & community.</p>			

Project TITLE	Nathaniel Allen Homestead, Phase 3		
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USE of CPA FUNDS	HISTORIC RESOURCES	Preserve	✓	Restore/rehabilitate	✓
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COMMUNITY NEEDS	From each of at least 2 plans linked to the Guidelines & Forms page of www.newtonma.gov/cpa , provide a brief quote with plan title, year, and page number, showing how this project meets previously recognized community needs. You may also list other community benefits not mentioned in any plan.
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The Allen House is listed in the Newton Comprehensive Plan 2007, Section 9 – “Planning for & with History,” pp. 9-1 to 9-18. It is #5 on the Historic Properties Map. In accordance with the goals of the Comprehensive Plan of doing more with history, (p. 9-6) our project will follow Newton’s growing historic trend “...seeing history everywhere. By rehabilitating and integrating historic resources into everyday life,” However, true to a “special place for reasons of the heart” (p. 9-7) the Allen Homestead’s distinct architecture and history define the character of the neighborhood. The Allen House is also listed in the Appendix of the Heritage Landscape Report (p.52, rev.2010) in the section titled Residential/Neighborhood. While many significant old trees remain, many are also are in very poor condition. The Newton Tree warden has visited the property and in consultation with GROUND, the landscape designer with whom NCA is working, we will be working with the City to make a full preservation plan in accordance with good tree care practice. Our attorney, parking and engineering consultants have tried to balance the preservation of as much of the landscape as possible with the parking requirements of the zoning code for an educational and cultural facility. We have appeared before the Historical Commission and have had our project approved. It should be noted that the Draft Vision Plan for Hello Washington Street, presented 10/24/18 makes reference to the importance of arts and culture in the city - a key piece of which is developing facilities like the Allen House in support of community and creativity.

COMMUNITY CONTACTS	List at least 3 Newton residents or organizations willing and able to comment on the project and its manager’s qualifications. No more than 1 should be a supervisor, employee or current work colleague of the project manager or sponsor. Consult staff on the community contacts required for your specific proposal.
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Name & title or organization	Email	Phone	Mailing address
Karen Haywood, neighbor	ktapper41@hotmail.com	617-332-2888	69 Walker St., Newton 02460
Erin Splaine, Minister, First Unitarian Society in Newton	minister@fusn.org	617-527-3203	First Unitarian Society of Newton, 1326 Washington St., Newton 02465
Mr. Gorham Brigham	Fgb3@comcast.net	617-965-2482	401 Cherry St., Newton 02465

Project TIMELINE	Phase or Task	Season & Year
Historic commission, zoning approvals, site plan review, MA access board, working drawings		12/2012 - 2014
PHASE I: Contractor bidding, construction, completion Phase I - public access, safety		2014 - 2015
PHASE II: CPC presentation, City Council process, contractor bidding		Winter/Spring 2016
PHASE II: Contractor bidding, renovation to prepare for Jr. League		Winter/Spring 2016
Junior League renovation/house décor and Show House		Spring 2016
Interior and Exterior Demolition (incl. structural bracing)		Late summer/Fall 2016
First office tenants move in		August 2016
Exterior restoration on house - roofs, carpentry, windows, paint		2016 - 2017
PHASE III: Part I Structural excavation, utilities, exterior repairs and begin interiors		Fall 2018
Interior Repairs and elevator shaft		Winter 2019
Complete restoration on barn - exterior work - carpentry, gutters, paint		Spring 2019
PHASE III: Part 2 Elevator installation , interior barn finishes and geo-thermal installation		Summer 2019
Exterior paving, Landscaping, grounds		Summer 2019
Final inspections and launch community programming		Fall 2019

Project TITLE		Nathaniel Allen Homestead, Phase 3	
SUMMARY CAPITAL/DEVELOPMENT BUDGET			
Uses of Funds			
Acquisition (11/12) purchase price + closing costs			\$325,000
Phase 1 and 1A: (12/13 - 4/14/16) design & construction, legal fees, utilities, maintenance			\$810,000
Phase 2 (4/15/16 - 6/17) Prepare Junior League and for office tenants, public use			
Hard costs			685,000
Soft costs			280,000
Phase 3 - (7/17 - 10/19)			
Hard costs - site, construction			3,500,000
Soft costs - architect, engineers, legal			400,000
Soft cost - contingency			300,000
Soft cost - interest on construction loan			100,000
Overall project costs - Finance expense			250,000
Developer fee, management, staff			850,000
D. TOTAL USES (should equal C. on page 1 and E. below)			\$7,500,000
Sources of Funds		Status (requested, expected, confirmed)	
Acquisition & Phase 1/1A			
CPA funding	Received (appropriated October 2014)		\$300,000
Village Bank	Received - Line of credit		\$750,000
NCA Donations/foundation	Received before 2/1/2016		\$550,000
Phases 2 and 3			
CPA funding	Granted Spring 2016		\$2,000,000
MA Historic Tax Credits	Allocated – not yet used		\$950,000
Mass Cultural Council Cultural	Spring 2016		\$270,000
MA Historic Tax Credits	2018 & 2019, additional applications		\$150,000
Capital Campaign	May 2016 - December 2019 (\$200K pledged as of 10/1/18)		\$830,000
Mass Cultural Council Cultural	Application Fall 2019		\$300,000
Federal Historic Tax Credits	Approved		\$500,000
Phase 3			
CPC supplemental request			\$600,000
Village Bank	Additional permanent debt		\$300,000
E. TOTAL SOURCES (should equal C. on page 1 and D. above)			\$7,500,000
SUMMARY ANNUAL OPERATIONS & MAINTENANCE BUDGET (cannot use CPA funds)			
Uses of Funds projected for FY 20, first year of occupancy See detailed 10-year projection attached.			
Annual contracts (maintenance - snow, cleaning, insurance, etc.)			\$24,000
Repairs, maintenance			\$26,500
Utilities			\$16,000
Other: Mortgage, permits, property manager, reserve			\$95,250
F. TOTAL ANNUAL COST (should equal G. below)			\$161,750
Sources of Funds			
Tenant office leases			\$42,000
House and barn event rentals			\$39,000
House and Barn class rentals			\$55,000
Weekend workshops/summer camps			\$10,000
NCA presents - a series of concerts, lectures, readings and theater offerings presented by NCA			\$30,000
Allen House Friends and other fees			\$22,400
G. TOTAL ANNUAL FUNDING (should equal F.)			\$198,400

Project TITLE	Nathaniel Allen Homestead, Phase 3		Attachments for Pre-Proposal
↓ Check off submitted attachments here.			
REQUIRED	X	PHOTOS	
	X	MAP	
REQUIRED	PROJECT FINANCES printed and as computer spreadsheets, with both uses & sources of funds		
	X	project development pro forma/capital budget: include total cost, hard vs. soft costs and contingencies, and project management – amount and cost of time from contractors or staff (in-kind contributions by existing staff must also be costed)	
	X	project operating/maintenance budget, projected separately for each of the next 10 years (CPA funds may not be used for operations or maintenance)	

**Newton Community Preservation Program Grant Proposal
Newton Cultural Alliance – Nathaniel Allen Homestead
October 2018**

PRO FORMA

Uses of Funds			
	Acquisition and closing costs	325,000	325,000
Phase I	Hard costs	480,000	
	Soft costs - Architecture and Engineering	330,000	
	Total Phase I	810,000	810,000
Phase II	Hard costs	685,000	
	Soft costs - Architecture and Engineering	280,000	
	Total Phase II	965,000	965,000
Phase III			
	General and Existing Conditions	395,723	
	Masonry	99,363	
	Concrete	100,545	
	Metals	29,216	
	Carpentry & millwork	638,848	
	Envelope - roofing & insulation	99,259	
	Doors and Windows	130,683	
	Finishes - flooring, paint, plaster	290,214	
	Specialties - signage, toilets, etc	8,468	
	Equipment	50,007	
	Casework - shades, mats	7,487	
	Conveying equipment	212,084	
	Fire stopping & suppression	125,412	
	Plumbing	36,578	
	HVAC	712,084	
	Electrical - & fire alarm	161,847	
	Earthwork - site work	256,947	
	Exterior work - landscape	145,235	
	Total Hard Costs Phase III	3,500,000	3,500,000
	Total Soft Costs Phase III	400,000	400,000
	Overall Project Expenses		
	Contingency	300,000	
	Finance Expenses	250,000	
	Construction Interest	100,000	
	Developer Fee	600,000	
	Management and staff	250,000	
	Total overall project expenses	1,500,000	1,500,000
TOTAL Uses of Funds			7,500,000
Sources of Funds:			
	CPA - grants of 2014, 2016	2,300,000	
	Village Bank Debt	1,050,000	
	MA Cultural Council	570,000	
	NCA - donations to date	750,000	
	Captial Campaign - new funds	630,000	
	MA Historic Tax Credits	1,100,000	
	Federal Historic Tax Credits	500,000	
	CPA - Additional request	600,000	
TOTAL Sources of Funds		7,500,000	7,500,000

**Newton Cultural Alliance
Nathaniel Allen Homestead
10 year operating budget**

for CPC application
October 2018

	Forecast FY20	Forecast FY21	Forecast FY22	Forecast FY23	Forecast FY24	Forecast FY25	Forecast FY26	Forecast FY27	Forecast FY28	Forecast FY29	Forecast FY30
Income											
Tenant Leases (2nd Floor)	\$42,000	\$42,000	\$42,840	\$43,697	\$44,571	\$45,462	\$46,371	\$47,299	\$48,245	\$49,210	\$50,194
Tenant Lease (3rd Floor)	\$0	\$500	\$500	\$500	\$500	\$550	\$550	\$550	\$600	\$600	\$600
Weekday Class Rental (Barn & Hse)	\$55,000	\$58,000	\$60,000	\$60,000	\$60,000	\$61,000	\$61,000	\$62,000	\$62,000	\$63,000	\$63,000
Weekend workshops/summer camp	\$10,000	\$12,000	\$15,000	\$15,000	\$15,000	\$17,000	\$17,000	\$18,000	\$18,000	\$19,000	\$19,000
Event Rentals (Main House)	\$27,000	\$34,000	\$34,680	\$35,374	\$36,081	\$36,803	\$37,539	\$38,290	\$39,055	\$39,836	\$40,633
Event Rentals (Barn)	\$12,000	\$15,000	\$18,000	\$18,360	\$18,727	\$19,102	\$19,484	\$19,873	\$20,271	\$20,676	\$21,090
NCA presents	\$30,000	\$33,000	\$36,000	\$36,720	\$37,454	\$38,203	\$38,968	\$39,747	\$40,542	\$41,353	\$42,180
Total Leases & Rentals	\$176,000	\$194,500	\$207,020	\$209,650	\$212,333	\$218,120	\$220,911	\$225,759	\$228,713	\$233,675	\$236,697
Other Fees (Event Extras)	\$2,400	\$2,400	\$2,448	\$2,497	\$2,547	\$2,598	\$2,650	\$2,703	\$2,757	\$2,812	\$2,868
Allen House Friend Donations	\$20,000	\$20,000	\$20,400	\$20,808	\$21,224	\$21,649	\$22,082	\$22,523	\$22,974	\$23,433	\$23,902
Total Income	\$198,400	\$216,900	\$229,868	\$232,955	\$236,104	\$242,367	\$245,643	\$250,985	\$254,443	\$259,920	\$263,467
Expenses											
Annual Contracts											
Cleaning - regular	\$10,000	\$15,200	\$15,504	\$15,814	\$16,130	\$16,453	\$16,782	\$17,118	\$17,460	\$17,809	\$18,165
Cleaning Supplies	\$500	\$510	\$520	\$531	\$541	\$552	\$563	\$574	\$586	\$598	\$609
Fire Alarm	\$2,000	\$2,040	\$2,081	\$2,122	\$2,165	\$2,208	\$2,252	\$2,297	\$2,343	\$2,390	\$2,438
Security System	\$1,500	\$1,530	\$1,561	\$1,592	\$1,624	\$1,656	\$1,689	\$1,723	\$1,757	\$1,793	\$1,828
Trash Removal	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,104	\$1,126	\$1,149	\$1,172	\$1,195	\$1,219
Property Insurance	\$9,000	\$9,180	\$9,364	\$9,551	\$9,742	\$9,937	\$10,135	\$10,338	\$10,545	\$10,756	\$10,971
Total Annual Contracts	\$24,000	\$29,480	\$30,070	\$30,671	\$31,284	\$31,910	\$32,548	\$33,199	\$33,863	\$34,541	\$35,231
Repairs & Maintenance											
Electrical	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,104	\$1,126	\$1,149	\$1,172	\$1,195	\$1,219
Heating & Plumbing/HVAC	\$7,500	\$7,650	\$7,803	\$7,959	\$8,118	\$8,281	\$8,446	\$8,615	\$8,787	\$8,963	\$9,142
Computers / IT	\$1,000	\$1,020	\$1,040	\$1,061	\$1,082	\$1,104	\$1,126	\$1,149	\$1,172	\$1,195	\$1,219
Groundskeeping	\$15,000	\$15,300	\$15,606	\$15,918	\$16,236	\$16,561	\$16,892	\$17,230	\$17,575	\$17,926	\$18,285
Painting & Misc. Repairs	\$2,000	\$2,040	\$2,081	\$2,122	\$2,165	\$2,208	\$2,252	\$2,297	\$2,343	\$2,390	\$2,438
Total Repairs & Maintenance	\$26,500	\$27,030	\$27,571	\$28,122	\$28,684	\$29,258	\$29,843	\$30,440	\$31,049	\$31,670	\$32,303

**Newton Cultural Alliance
Nathaniel Allen Homestead
10 year operating budget**

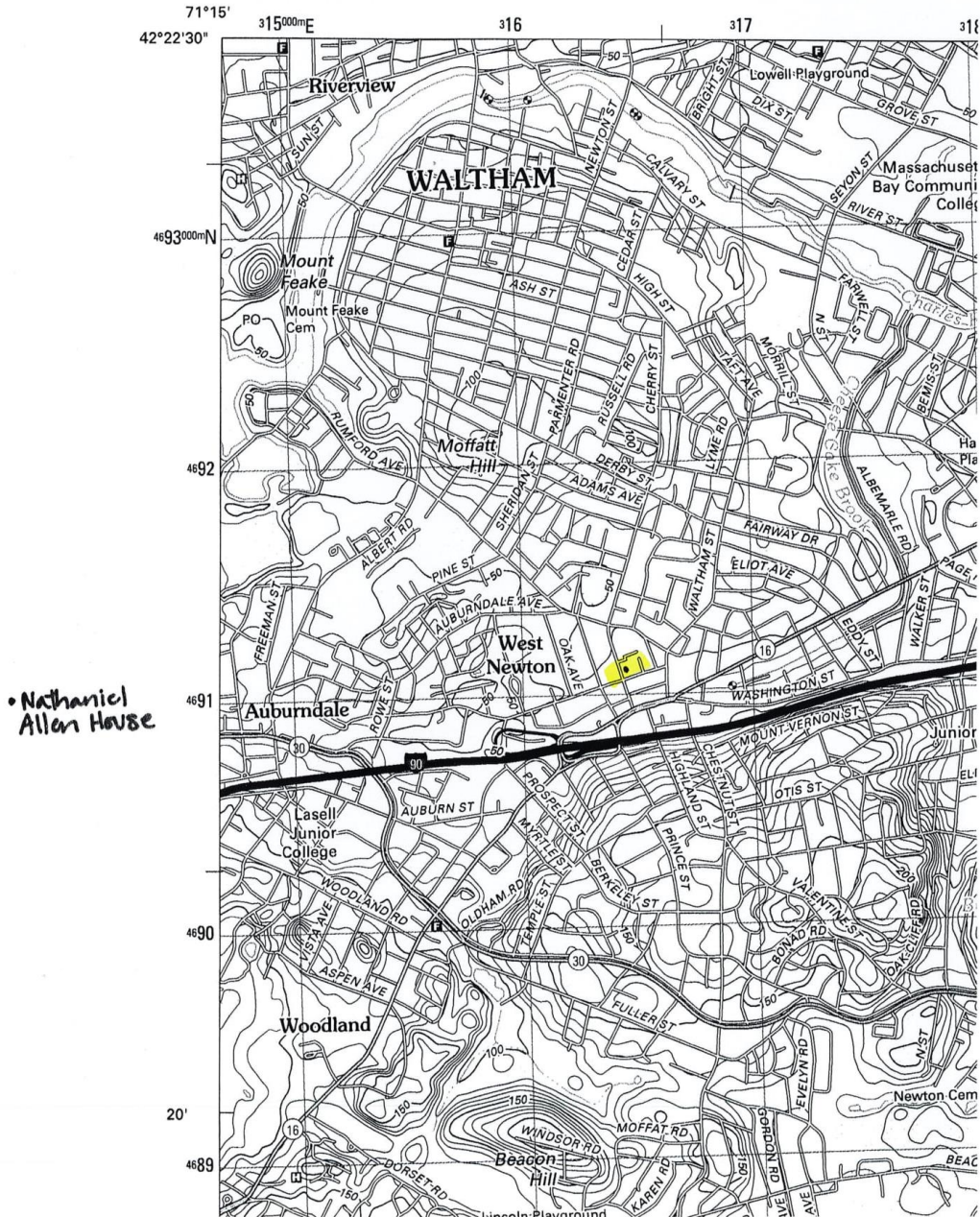
for CPC application
October 2018

Utilities											
Electrical	\$4,000	\$4,100	\$4,203	\$4,308	\$4,415	\$4,526	\$4,639	\$4,755	\$4,874	\$4,995	\$5,120
Oil	\$10,000	\$10,250	\$10,506	\$10,769	\$11,038	\$11,314	\$11,597	\$11,887	\$12,184	\$12,489	\$12,801
Water/Sewer	\$2,000	\$2,050	\$2,101	\$2,154	\$2,208	\$2,263	\$2,319	\$2,377	\$2,437	\$2,498	\$2,560
Total Utilities	\$16,000	\$16,400	\$16,810	\$17,230	\$17,661	\$18,103	\$18,555	\$19,019	\$19,494	\$19,982	\$20,481
Other Expenses											
Permits & Licenses	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250
Property Manager	\$30,000	\$30,600	\$31,212	\$31,836	\$32,473	\$33,122	\$33,785	\$34,461	\$35,150	\$35,853	\$36,570
Mortgage Payment	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000
Reserve Fund	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Total Other Expenses	\$95,250	\$95,850	\$96,462	\$97,086	\$97,723	\$95,872	\$96,535	\$97,211	\$97,900	\$98,603	\$99,320
Total Expenses	\$161,750	\$168,760	\$170,912	\$173,109	\$175,353	\$175,143	\$177,482	\$179,869	\$182,306	\$184,795	\$187,336
Total Net Income	\$36,650	\$48,140	\$58,956	\$59,846	\$60,752	\$67,223	\$68,161	\$71,116	\$72,137	\$75,125	\$76,131

Nathaniel Allen House, Description of Rehabilitation



U.S. DEPARTMENT OF THE INTERIOR
U. S. GEOLOGICAL SURVEY



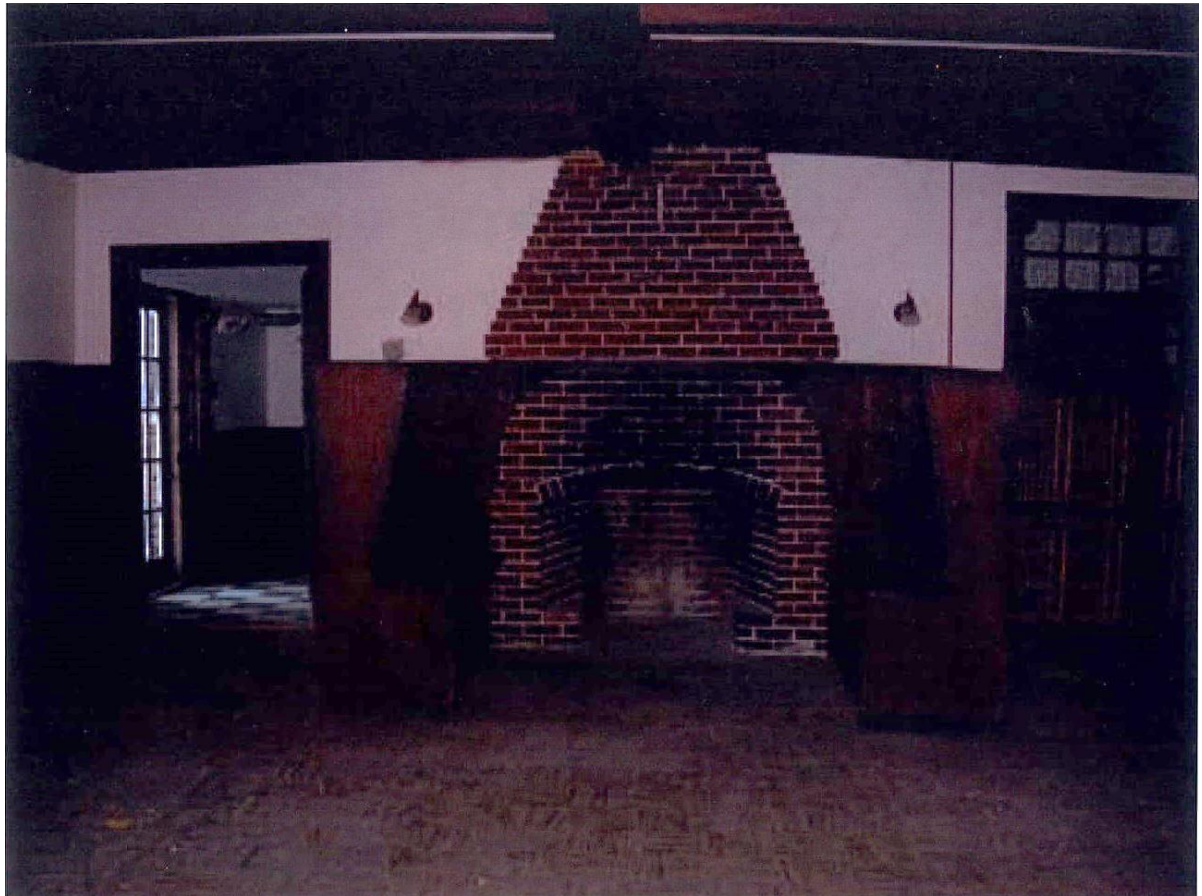
Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation



Nathaniel Allen House, Description of Rehabilitation

