AGENDA
President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Board Room
33 S. Arlington Heights Road
June 10, 2024
7:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. NEW BUSINESS

A. Public Hearing - 2024 Draft Annual Action Plan & 2020-2024 Consolidated Plan Amendments

V. OTHER BUSINESS

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

Any member of the public wishing to speak will be given the opportunity to do so. If the item is on the Agenda, that opportunity will be while that Agenda item is being discussed. Any member of the public wishing to speak on an item not on the Agenda will be given the opportunity during the Other Business portion of the meeting. Please limit comments to three minutes.

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, emercado@vah.com or (847)368-5793.

Committee-of-the-Whole
6/10/2024

Item: Public Hearing - 2024 Draft Annual Action Plan & 2020-2024 Consolidated Plan Amendments

Department: Planning & Community Development

BACKGROUND

Federal Regulations require that the Village undergo a public participation process with respect to the development of its 2024 Annual Action Plan (program year October 1, 2024 – September 30, 2025) which includes the proposed Community Development Block Grant (CDBG) budget. This year, two amendments are being proposed to the Village's 2020-2024 Consolidated Plan.

The public participation process for the 2024 Annual Action Plan and the proposed substantial amendments to the 2020-2024 Consolidated Plan includes:

Public Hearing #1: June 10, 2024 (COW Meeting)
30-day public comment period: June 12, 2024 – July 12, 2024
Public Hearing #2: July 15, 2024 (Village Board Meeting)

The CDBG grant applicants will be present at the June 10, 2024 public hearing to answer any questions with regard to their applications.

Part I. PUBLIC HEARING
2024 DRAFT ANNUAL ACTION PLAN:

A public hearing is being held on the draft 2024 Annual Action Plan which explains how the Village will address housing and community development needs in the Village, particularly the housing and community development needs of the Village's low- and moderate-income residents, from the period from October 1, 2024 – September 30, 2025. The 2024 Annual Action Plan includes the Village's CDBG budget for the program year.

For the period covered by the 2024 Annual Action Plan, the Village received 17

CDBG grant requests totaling $699,854 of which an estimated $342,388 can be funded.

The total estimated 2024-2025 CDBG fund is the sum of the following sources:

Federal 2024 Entitlement Grant:	$318,751
Year 2023-2024 Program Income:	$ 23,637
TOTAL:	$342,388

There are some HUD restrictions of which the Committee of the Whole should be aware. Exhibit A shows the funding requests according to the program restriction categories (i.e., public services, construction, and administration) stipulated by HUD.

The following are the guidelines for the expenditure categories:

- **Public Service Activities Cap** - The maximum funding for public service activities is 15% of the sum of the Federal 2024 CDBG Entitlement Grant and the prior year's (2023-2024) program income: **$51,300**.

- **Administrative Services Cap** - The maximum funding for administrative services is 20% of the sum of the 2024 Federal CDBG Entitlement Grant and anticipated FY 2024-2025 program income: **$68,400**.

- **Brick and Mortar Projects** – If the Village elects to expend the full amounts allowed under the caps for public service activities and administration, the amount available for brick and mortar is the total amount of CDBG funds available for FY 2024-2025 less the amounts of the two caps: **$222,688**.

- **Low and Moderate Income Benefit** - A minimum of 70% of the total CDBG funds for 2024-2025 must benefit low and moderate income persons: **$239,600.**

A copy of the draft 2024 Annual Action Plan is provided at Exhibit B. Copies of the narrative portions of the CDBG applications are provided as Exhibit C. Supporting documentation submitted by the grant applicants in connection with their applications (i.e., audits, 501(c)(3) letters, etc.) were examined by staff and are available to the Village Board upon request.

PART II. PUBLIC HEARING
2020-2024 CONSOLIDATED PLAN

This public hearing is also being held to discuss proposed amendments to the 2020-2024 Consolidated Plan. When the 2020-2024 Consolidated Plan was adopted, the possibility was envisioned that the Village might use $100,000 of

its
CDBG funding for an economic development project and $25,000 for a rental unit
preservation project during the 5-year Consolidate Plan period.

Instead, the Village used $73,500 in CDBG-CV (Covid 19) funding for an economic
development activity assisting 16 small businesses with forgivable loans to cover Covid19 related expenses. Also, the Village offers assistance and services, including
a 0% interest small business loan program, through the Village's dedicated business development manager.

During the 5-year Consolidated Plan period, no proposals were received for a rental
preservation project. Instead, the Village focused its affordable rental efforts on the creation of units through the Village's Inclusionary Housing Ordinance.

No funding requests came forward for economic development or rental preservation
activities form the 2024-2025 CDBG program budget. Since the 2024-2025 Annual
Action Plan is the last of the annual plans under the 5-year Consolidated Plan period, CDBG funds will not be used for these two types of activities during the 5-
year Consolidated Plan period.

Because no economic development or rental unit preservation activities will take place during the 2020-2024 Consolidated Plan using CDBG funds, it is proposed that the 2020-2024 Consolidated Plan be amended to remove economic development and rental unit preservation as goals and priorities for CDBG funding
under the 2020-2024 Consolidated Plan. Removing economic development and rental unit preservation will reflect what actually occurred during the 5-year period.
These are high priority activities in the Village, but were addressed during the 5-year Consolidated Plan period using resources other than CDBG funds. A copy of the sections of the 2020-2024 Consolidated Plan with proposed amendment is provided at **Exhibit D**.

NEXT STEP

After consideration of public comments received at the June 10, 2024 public hearing and pursuant to applicable regulations, the proposed 2024 Annual Action Plan and proposed amendment to the 2020-2024 Consolidated Plan will be made available for the required 30-day public comment period. No Board action is required at the first public hearing.

ATTACHMENTS:

Description	**Type**

Exhibit A Summary of 2024-2025 Grant Requests by Category	Exhibits
Exhibit B Draft 2024 AAP 6.10.2024	Exhibits
Exhibit C 2024.2025 CDBG Applications	Exhibits
Exhibit D Proposed 2020 Consolidated Plan Amendments	Exhibits

	EXHIBIT A			**Estimated**
	2024-2025 CDBG BUDGET		**2023-2024 CDBG**	**2024-2025 CDBG**
	Revenue		**Revenue**	**Revenue**
	2024 CDBG Grant		$ 299,419	$ 318,751
	Estimated Carry-Over Funds from Prior Years		$ 61,600	$ -
	Program Income		$ 50,000	$ 23,637
	Total Revenue		**$ 411,019**	**$ 342,388**
	Expenditures		**2023-2024 CDBG**	**2024-2025**
	Public Services (2024-2025 optional 15% cap: $53,100)	**Program**	**Grant Allocations**	**Grant Requests**
1	Family Forward	Housing and Mentoring Support	$ 3,000	$ 3,500
2	Children's Advocacy Center	Safe from the Start	$ 3,500	$ 6,000
3	Connections to Care	Connections to Care	$ 4,000	$ 5,000
4	Life Span	Operating Support/Victims of Domestic Violence	$ 3,500	$ 7,000
	Resources for Community Living	Affordable Housing Options and Support	$ 5,000	$ -
5	WINGS	Emergency Shelter	$ 6,500	$ 7,000
6	Suburban Primary Health Care Council	Access to Care - Subsidized Medical Services	$ 6,000	$ 7,000
7	NW CASA - Sexual Assault Program	Sexual Violence Intervention Program	$ 3,500	$ 10,000
8	Journeys The Road Home	Homeless Services	$ 9,300	$ 10,000
9	Northwest Compass	Housing Counseling and Assistance	$ 4,500	$ 30,000
10	Arlington Hts. Park District	Children At Play Program	$ -	$ 50,000
			$ 48,800	$ 135,500
	Construction (2024-2025 available: $222,688)			
11	Clearbrook	Group Home Renovations	$31,560 funded from #14 below	$ 41,656
12	Little City Foundation	Group Home Renovations	$24,221 funded from #14 below	$ 29,048
13	Shelter Inc.	Group Home Renovations	$ -	$ 5,250
	Glenkirk	Group Home Renovations	$47,035 funded from #14 below	$ -
14	VAH Group Home Rehab Program	Group Home Renovations Grant Program	$ 115,000	$ 170,000
15	VAH Single Family Rehab Loan Program (est. expenditures)	Single Family Rehabilitation Loan Program	$ 57,419	$ 100,000
16	VAH Public Infrastructure	Street Resurfacing or other Infrastructure	$ 125,000	$ 150,000
			$ 297,419	$ 495,954
	Administration (2024-2025 cap: $68,400)			
17	CDBG Program Administration	Salary and soft costs of administration	$ 64,800	$ 68,400.00
			$ 64,800	$ 68,400.00
	Total Expenditures		**411,019**	**$ 699,854.00**

Exhibit B

Village of Arlington Heights, Illinois

DRAFT 2024-2024 ANNUAL ACTION PLAN

DRAFT: JUNE 10, 2024

Contact: Department of Planning & Community Development
33 S. Arlington Heights Road
Arlington Heights, IL 60005
(847) 368-5200
nboyer@vah.com

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The 2024 Annual Action Plan includes the actions the Village of Arlington Heights will take during the October 1, 2024 – September 30, 2025 program year to address housing and community development needs in the Village of Arlington Heights, particularly the needs of the Village's extremely low-, low-, and moderate-income residents. The 2024 Annual Action Plan also contains the Village's plans for using its Federal Community Development Block Grant (CDBG) allocations during the program year.

The total estimated available revenue for the 2024 program year is $342,388. The maximum amount that may be spent on public services is estimated at $51,300, and the amount expected to be allocated to construction projects is $222,688. The Village maximum that may be spent on administrative costs is $68,400.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

In this program year, the Village will address its goals in the areas of homeowner unit preservation, homelessness, public services, public infrastructure, public facilities, and planning & administration. This Annual Action contains the Village's 1-year accomplishment objectives for projects and activities under each of these areas.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The Village of Arlington Heights has been a recipient of Community Development Block Grant (CDBG) since 1974. For 50 years, the Village has addressed housing and community development needs of the Village's low- and moderate-income citizens, and has worked effectively with the U.S. Department of Housing and Urban Development.

Annually, HUD reviews the Village's performance in implementing its Consolidated Plan and the immediate past Annual Action Plan. The last such review was for the program year October 1, 2022 - September 30, 2023. The Village has no outstanding issues resulting from that HUD review or any prior HUD reviews; and in its Year-End Review Letter, HUD stated that the Village of Arlington Heights has the continuing capacity to administer Consolidated-Plan-covered programs.

4. Summary of Citizen Participation Process and consultation process

The Village of Arlington Heights will closely follow its Citizen Participation Plan. The main components of that Plan included:

April 2024: The Village invited and accepted CDBG grant applications for CDBG-eligible activities for inclusion in the 2024 Annual Action Plan for the program year (October 1, 2024 - September 30, 2025)

Public Hearing #1 is scheduled for June 10, 2024

30-day public comment period is scheduled for June 12, 2024 – July 12, 2024 on the draft 2024 Annual Action Plan including the CDBG budget

Public Hearing #2 is scheduled for July 15, 2024

The Village will consult with non-profit agencies through the grant application process. The public hearings and 30-pay public comment period will be advertised on the Village website, the local newspaper, and by direct mailing to persons on the CDBG Interested Persons List that is maintained by the Village. The Village will also consult with Village departments including Planning, Health & Human Services & Finance.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

To be completed.

6. Summary of comments or views not accepted and the reasons for not accepting them

To be completed

7. Summary

The Village's CDBG budget for the 2024 program year is expected to be smaller than the prior years. The Village anticipates spending its funds on programs which include: public services, homeless services,

home owner unit rehab, infrastructure, public facilities, and administration. The Village will implement its public participation process by holding two public hearings and a 30-day public comment period on the 2024 Annual Action Plan. A summary of the comments received will be included in the 2024 Annual Action Plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	ARLINGTON HEIGHTS	Department of Planning & Community Development

Table 1 – Responsible Agencies

Narrative

NA

Consolidated Plan Public Contact Information

Nora Boyer, Housing Planner, 33 S. Arlington Heights Road, Arlington Heights, IL 60005 (847) 368-5214, nboyer@vah.com

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

The Village released its CDBG grant applications on April 1, 2024. The 2024 Annual Action Plan will be the subject of two public hearings and a 30-day public comment period prior to its adoption by the Village Board. The draft 2024 Annual Action Plan will be made available on the Village website and hard copies will be provided upon request. The public hearings and public comment period will be publicized in the Daily Herald newspaper, on the Village's website, and notices will be mailed to persons on the CDBG Interested Persons List.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The Village continues to enhance its coordination with housing providers through the implementation of its Inclusionary Housing Ordinance. Various Departments of the Village work with housing provides, and public and private health, mental health, and service agencies.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Village is in regular contact with the homeless assistance agencies in the area who serve homeless persons and households and persons and households that are at-risk of homelessness. Village Department that are involved in this issue and with these agencies include Planning, Health and Human Services, Police, and Fire.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The Village is not a recipient of ESG funds.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	**Agency/Group/Organization**	Village of Arlington Heights
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Several Village Departments will provide input on the 2024 Annual Action Plan. Two requests for CDBG funding were submitted by the Village's Housing Commission.
2	**Agency/Group/Organization**	Family Forward
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
3	**Agency/Group/Organization**	Connections to Care
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
4	**Agency/Group/Organization**	CHILDREN'S ADVOCACY CENTER OF NORTH AND NORTHWEST COOK COUNTY
	Agency/Group/Organization Type	Services-Children Services - Victims
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
5	**Agency/Group/Organization**	Life Span
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
6	**Agency/Group/Organization**	Northwest Center Against Sexual Assault
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
7	**Agency/Group/Organization**	Suburban Primary Health Care Council
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
8	**Agency/Group/Organization**	WINGS
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
9	**Agency/Group/Organization**	Journeys from PADS to HOPE
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
10	**Agency/Group/Organization**	ARLINGTON HEIGHTS PARK DISTRICT
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	
11	**Agency/Group/Organization**	Northwest Compass, Inc.
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.

12	**Agency/Group/Organization**	LITTLE CITY FOUNDATION
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.
13	**Agency/Group/Organization**	Clearbrook
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2024 Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agency was a subrecipient of Village of Village of Arlington Heights CDBG funds in the prior program year. This provided the Village with the opportunity to be up to date on the agency's operation, methods of service delivery, and capacity. The agency participated in the development of the 2024 Annual Action Plan through the submission of a CDBG grant application in which the agency describes community needs and how the agency will address those needs.

Identify any Agency Types not consulted and provide rationale for not consulting

No agency types were excluded from the citizen participation process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Alliance to End Homelessness in Suburban Cook County	The Village reviewed the most recent Strategic Plan posted on the Alliance's website. The goals and strategies of the Strategic Plan are generally consistent with the Village's Annual Action Plan.
Village Comprehensive Plan	Village of Arlington Heights	The Comprehensive Plan contains a housing section with goals that are consistent with the Consolidated Plan Strategic Plan.
Cook County Housing Authority Plan	Cook County Housing Authority	The Village reviews the plans of the Housing Authority of Cook County and the activities and goals inform the Village's Consolidated Plan Strategic Plan particularly with regard to Albert Goedke apartment building in Arlington Heights, the Housing Choice Voucher program, homeownership program initiatives, and other CCHA programs that may benefit Arlington Heights residents.

Table 3 - Other local / regional / federal planning efforts

Narrative

The Village of Arlington Heights works within its own structure and with other entities to ensure community “Resilience.” Resilience planning and activities concerning emergency management is coordinated by the Arlington Heights Fire Department which hold the Village’s Emergency Management Agency responsibilities; oversees emergency/disaster planning; and works closely with other local, state and federal authorities to be informed and prepared concerning matters of homeland security.

In a disaster situation, the Village can access county and state resources and may be eligible for federal assistance. Emergency Management, as it exists today, emphasizes the need for a coordinated effort between all agencies as well as volunteer organizations and private businesses in the community, working together toward a common goal. That goal is to make Arlington Heights as prepared as possible to deal with the effects

of natural, man-made, or technological emergencies or disasters. EMA are locally funded and work under the direction of the Federal Emergency Management Agency (FEMA) through their state government. These disasters include natural disasters such as those caused by weather or other disasters such as the Covid19 pandemic. Information related to planning and response are available on the Village's website.

The Public Works Department maintains all municipally owned property, streets, sidewalks, trees and landscaping, water and sewer systems, buildings and grounds, street lights, and traffic signals. The department also provides other necessities of suburban life such as street sweeping, and snow removal and ice control to provide a safe environment for the Village's residents.

The Village of Arlington Heights Water Utility is proud to provide high-quality drinking water that is clean and safe. The water supplied by the Village complies with all U.S. Environmental Protection Agency (USEPA) standards, including those for lead. There is no adverse situation currently affecting the quality of the Village's water supply.

Beginning in 1985, the Village changed from a deep well ground water source to Lake Michigan surface water. The City of Evanston provides complete water treatment and filtration of all water supplied to Village of Arlington Heights municipal water customers. The Evanston plant adds fluoride and chlorine to the water in accordance with State and Federal guidelines. Additionally, the Evanston plant adds poly orthophosphate as a corrosion inhibitor to guard against lead and copper contamination of the drinking water supply. The Northwest Water Commission (NWC) receives water from the Evanston plant and distributes the water to the four NWC member communities, which includes Arlington Heights.

Arlington Heights' commitment to being a sustainable community is demonstrated through its development of programs that ensure the preservation of resources for future generations. Past endeavors have included a wide array of projects that have proven both cost effective and successful. These projects, coupled with an ongoing effort to seek out new programs that promote sustainability, have established the Village of Arlington Heights at the forefront of the sustainability movement.

Past years have seen the completion of projects that included the replacement of High Pressure Sodium Fixtures to Light Emitting Diode (LED) street lighting, LED traffic signals, parking garage deck lighting, a small solar power producing building, the installation of solar powered warning sirens and multiple recycling programs. In our Water and Sewer pump facilities alone, Water Production staff has retrofitted a total of 19 pump houses, rooms, pipe galleries or wet-well pits with energy efficient LED light fixtures.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting

The Village followed its Citizen Participation Plan. Requests for grant applications were released on April 1, 2024. These requests are used to obtain information about current needs in the community. Two public hearings and a 30-day public comment period will be held concerning the Village's draft 2024 Annual Action Plan including the Village's 2024/2025 CDBG budget:

Public Hearing: June 10, 2024

Public Comment Period: June 12, 2024 - July 12, 2024

Public Hearing: July 15, 2024

All public hearings and the public comment period will be publicized in the Daily Herald newspaper, on the Village website, and through direct mail to persons and organizations on the CDBG Interested Persons Mailing List.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	Public hearing held on June 10, 2024: To be completed	To be completed	To be completed	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	30-Day Public Comment Period	Non-targeted/broad community	Public Comment Period June 12, 2024 - July 12, 2024: To be completed	To be completed	To be completed	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	318,751	23,637	0	342,388	350,000	The 2024 allocation is estimated to be $300,000. Program income shown as available at the time of the development of the 2024 Annual Action Plan is $342,388.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Village does not anticipate receiving any federal funds that have matching requirements. CDBG funds are used by subrecipient agencies to leverage other funds. CDBG funds may also leverage other government funding from other federally funded programs such as the HOME program, State programs such as those administered by Cook County and the Illinois Housing Development Authority (IHDA), other public housing funds, or funding from other public or private entities. The CDBG entitlement program has no matching requirements.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

At this time, the Village has not identified any publicly owned land or property located within the jurisdiction that may be used for address the needs identified in the plan.

Discussion

The Village's only source of entitlement funds is the Community Development Block Grant program from which the 2024 entitlement allocation is estimated to be $300,000. The Village is not required to provide matching funds but does implement programs that support housing and community development needs within the Village. These include the production of housing through the Inclusionary Housing Ordinance which also provides income into the Village's Affordable Housing Trust Fund, the Village's Emergency Assistance Fund, and other programs through the Department of Health and Human Services.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Unit Preservation	2020	2024	Affordable Housing	No geographic areas are targeted	Affordable Housing		Homeowner Housing Rehabilitated: 2 household housing units
2	Homeless Services	2020	2024	Homeless	No geographic areas are targeted	Homeless		40 persons
3	Public Services	2020	2024	Non-Housing Community Development	No geographic areas are targeted	Public Service Needs		Public service activities other than Low/Moderate Income Housing Benefit: 245 Persons Assisted
4	Infrastructure	2020	2024	Non-Housing Community Development	No geographic areas are targeted	Public Infrastructure		1 public facility project
5	Public Facilities	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	No geographic areas are targeted	Public Facility		3 public facility projects
6	Planning and Administration	2020	2024	Planning and Administration				na

Table 6 – Goals Summary

Goal Descriptions

1	**Goal Name**	Homeowner Unit Preservation
	Goal Description	Village seeks to preserve, maintain, and improve the community's existing ownership housing stock; to reduce the cost burden of housing for extremely low-, low- and moderate-income household; and to provide a wide range of housing options for all residents in the community.
2	**Goal Name**	Homeless Services
	Goal Description	The Village seeks to ensure that every person in the community has basic shelter every night and to ensure that persons at-risk of homelessness have access to emergency shelter, transitional housing, and eventually obtain permanent housing. When designating the populations to benefit from homeless assistance, the Village is including both currently homeless and at-risk persons.
3	**Goal Name**	Public Services
	Goal Description	The Village seeks to address poverty and to enhance the quality of life, and improve the stability of individuals and families in Arlington Heights through the availability of youth programs, health programs, education, recreation, transportation, child care, disability services, family and individual support, and other services and opportunities.
4	**Goal Name**	Infrastructure
	Goal Description	The Village seeks to ensure that basic infrastructure needs of all persons and areas of the Village are met including low- and moderate-income areas designated by HUD as eligible for CDBG-funded infrastructure improvements. The Village also seeks to continue its efforts to ensure access to public buildings and amenities and other assets of the community through the removal of architectural barriers and enhancements to make infrastructure and facilities accessible to all residents.
5	**Goal Name**	Public Facilities
	Goal Description	The Village seeks to ensure that the facilities that serve the social, recreational, health, family and other needs of persons in the community are provided, maintained, and available for use by all residents.
6	**Goal Name**	Planning and Administration
	Goal Description	The Village seeks to ensure that the strategies, goals, and projects of the entire community are responsive to community needs, are well designed and managed, and are coordinated with other community organizations for the most effective and efficient delivery of services.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The Village intends to fund the following projects with CDBG funds during the program year: public services, public facilities, infrastructure, homeowner unit preservation, homeless services, and administration.

#	Project Name
1	Homeowner Unit Preservation
2	Homeless Services
3	Public Services
4	Public Infrastructure
5	Public Facilities
6	CDBG Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The Village recognizes a strong need for public services among its residents; and therefore, the Village funds numerous public service agencies under its Public Services project. The Village has offered a homeowner unit preservation program since 1978 and applications continue to be submitted for emergency and other important renovation needs to enable low/moderate income residents to remain in their homes. Public facilities has been found to be a strong area of need, and the Village has provided funds to stabilize and improve Village-owned and non-profit owned public facilities such as the Arlington Heights Senior Center and group homes. Public infrastructure is priority of the Village and the Village has been systematically addressing the street resurfacing needs in low/moderate income areas. It is necessary to fund the Village's CDBG administrative costs in order to administer all of the other projects. Requests for CDBG grants always greatly exceed available funds. The Village's relatively low CDBG entitlement grant and lack of other available resources are obstacles to addressing underserved needs.

AP-38 Project Summary

Project Summary Information

1	**Project Name**	Homeowner Unit Preservation
	Target Area	Village-wide
	Goals Supported	Homeowner Unit Preservation
	Needs Addressed	Affordable Housing
	Funding	TBD
	Description	The Single-Family Rehab Loan Program provide 0% interest, deferred loans to low/moderate income Arlington Heights homeowners for home renovations.
	Target Date	9/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of households to benefit is 1 - 2 during the program year. The types of households assisted are most likely to be families with children or senior households.
	Location Description	Determined by the applications that are received. This activity is available to eligible households throughout the Village.
	Planned Activities	The planned activity is the Village's Single-Family Rehabilitation Loan Program that has been operating in the Village of Arlington Heights since 1978.
2	**Project Name**	Homeless Services
	Target Area	Village-wide
	Goals Supported	Homeless Services
	Needs Addressed	Homeless
	Funding	TBD

	Description	CDBG funds will be used to provide assistance to persons who are homeless or at risk of homelessness.
	Target Date	9/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that TBD individuals will be assisted. These may be separate individuals or persons living in households with or without children.
	Location Description	Activities will be undertaken at the locations of the funded non-profit agencies or elsewhere as needed.
	Planned Activities	The planned activities include services to persons who are homeless or at-risk of homelessness.
3	**Project Name**	Public Services
	Target Area	Village-wide
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	TBD
	Description	A variety of public services are expected to be funded with CDBG funds.
	Target Date	9/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 245 individuals will benefit from the public service activities.
	Location Description	Public services are provided to residents who live Village-wide. Some services are provided at locations within the Village boundaries and other are provided at locations in nearby municipalities.
	Planned Activities	A variety of public service activities will be funded with CDBG funds such as housing counseling, child abuse services, domestic violence services, disability services, and subsidized medical care.

4	**Project Name**	Public Infrastructure
	Target Area	Village-wide
	Goals Supported	Infrastructure
	Needs Addressed	Public Infrastructure
	Funding	TBD
	Description	CDBG funds will be used for the cost of eligible improvements to public infrastructure in CDBG-eligible Census Block Groups or for the removal of architectural barriers.
	Target Date	9/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The Census Block Groups are yet to be identified but will be in residential areas in HUD-designated low/moderate income eligible areas.
	Location Description	To be determined.
	Planned Activities	The public improvements will include improvements such as street resurfacing, sidewalk improvements, etc. and/or removal of architectural barriers.
5	**Project Name**	Public Facilities
	Target Area	Village-wide
	Goals Supported	Public Facilities
	Needs Addressed	Public Facility
	Funding	TBD
	Description	The Village may fund public facility improvements which may be Village-owned public facilities or facilities owned by non-profit agencies (ex. group homes).
	Target Date	9/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that the funds would support improvements to a minimum of TBD public facilities.
	Location Description	Locations will be within the Village of Arlington Heights. Specific location are to be identified.
	Planned Activities	Activities will involve renovations to public facilities including but not limited to non-profit-owned group homes.
6	**Project Name**	CDBG Administration
	Target Area	Village-wide
	Goals Supported	Planning and Administration
	Needs Addressed	Planning & Administration
	Funding	TBD
	Description	Funds will be used to support Village staff involved in planning and project administration activities related to the Consolidated Plan and Annual Action Plans. Funds may be used for other planning, administration, and soft costs related to the Consolidated Plan and CDBG program.
	Target Date	9/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The administration of the Consolidated Plan and Annual Action Plans benefit residents Village-wide.
	Location Description	Administration of the program affects the community Village-wide.
	Planned Activities	Salary costs, consultant fees, and other planning and administrative costs related to the operation of the Consolidated Plan and Annual Action Plans.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

It is expected that most CDBG-funded assistance will be provided to residents Village-wide. If funded, infrastructure projects will be in targeted to Census Block Groups that qualify by HUD's methodology as the Village's low- and moderate-income areas or will be improvements to remove architectural barriers to persons with disabilities. Some services will be provided outside of the boundaries of the Village but will be provided to Village residents. These will be public services that are provided by social service agencies that have service areas that include the Village of Arlington Heights.

Geographic Distribution

Target Area	Percentage of Funds
No geographic areas are targeted	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Residents in need of affordable housing and public services live throughout the Village. Geographic targeting will take place with respect to infrastructure improvements which will occur in CDBG-eligible low/moderate-income Census Block Groups as limited under the CDBG regulations or will be improvements that remove architectural barriers. In order to support a full range of services, projects and services are sometimes funded at locations outside the Village of Arlington Heights. Some funded agencies' service sites are located a short distance outside of the Village boundaries but are located in adjacent or nearby municipalities. It would be inefficient for the agencies to maintain offices and service centers in in every municipality in their service areas.

Discussion

The Village of Arlington Heights will not direct funds to target areas other than infrastructure projects.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

A primary barrier to affordable housing is the cost of land and construction. In the coming year, the Village will continue to implement its affordable Inclusionary Housing Ordinance which requires the inclusion of affordable units in most new multi-family housing developments. The Village will also continue its process for identifying how it will use the funds in its Affordable Housing Trust Fund.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The Village of Arlington Heights has been very proactive in addressing affordable housing needs. The Village regularly reviews its land use controls, tax policies affecting land, zoning ordinance, building codes, fees and charges, growth limitation, and policies affecting residential return on investment. The Village expanded its public policies by adopted an Inclusionary Affordable Housing Ordinance (8/3/2020) to require the creation of affordable units in private housing or collect fees in lieu of affordable units into an Affordable Housing Trust fund for the creation and preservation of affordable housing.

The Village's Housing Commission was created to expand the amount of affordable housing in the Village. The Village's Building Department is proactive in working with owners of rental housing to ensure that the rental housing stock is well maintained. Many non-profit agencies in the Village also work to remove barriers to affordable housing by providing financial assistance, housing counseling, landlord-tenant counseling, and information on other housing related issues.

Discussion

The Village of Arlington Heights focuses directly on addressing barriers to affordable housing. The Village Board has nine strategic priorities for 2024/2025. Strategic Priority #9 is to: Seek, maintain, and expand attainable housing within the community.

Arlington Heights is one of only 9 municipalities in Cook County (which contains 150 municipalities) that the Village is aware have inclusionary housing ordinances. This ordinance has resulted in creating the following numbers of rental, affordable housing units: Timber Court Apartment 14 units; Parkview Apartments 41 units; Heart’s Place (permanent supportive housing) 18 units; the Residences at Payton Place 9 units; an

Crescent Place 40 units. The following additional units have been approved but are not yet constructed: Arlington 425 16 units; Eastman Apartments 7 units; and Arlington Gateway 30 units. Additionally, approximately $1 million has been collected into the Arlington Heights Affordable Housing Trust Fund for future affordable housing initiatives.

Fair Housing: The Village of Arlington Heights has included fair housing requirements in its Village Code. The Village's Housing Commission constitutes the Village's Fair Housing Review Board. This offers convenient and local response to resident's fair housing concerns.

One of the ways in which the Village supports fair housing is to expand housing opportunities. Through its inclusionary housing program, the Village mandates the inclusion of affordable housing units in Arlington Heights. The Village seeks to expand home ownership opportunities by offering the ASSIST home buyer program. In April 2024, in recognition of Fair Housing Month, the Village published educational information and links to fair housing workshops on the Village's website.

Staff is available in the Department of Planning and Community Development and Department of Health and Human Services to respond to fair housing concerns and complaints on a case-by-case basis. In 2024, staff worked on one fair housing complaint with the result that the complainant was able to renew her lease which was her goal.

In April 2023, the members of the Cook County Consortium, and several other entitlement communities, reconvened to continue work on a Cook County Regional Affirmatively Furthering Fair Housing (AFFH) Plan. This work was started before the COVID pandemic and was paused due to other urgent priorities and HUD’s initial suspension AFFH implementation and pending new rule. Since HUD’s February 9, 2023, publication in the Federal Register of the Notice of Proposed Rulemaking (NPRM) entitled “Affirmatively Furthering Fair Housing,” the Consortium is now anticipating planning the development of an AFFH Equity Plan when guidelines are published and final rule-making is complete. The Consortium is looking forward to publication of the AFFH Final Rule and will continue to consult with local partners in the planning and development of a required AFFH Equity Plan within the timeframe required by the Final Rule. In the interim, all Consortium members are utilizing previous Analysis of Impediments and draft AFFH concepts to inform their advancement of fair housing in communities.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Below are other actions the Village intends to take during the program year. Other actions are taken by the Village through various Village departments to address community development needs of the Village including the needs of the community's low- and moderate-income residents. Examples include but are not limited to life and safety needs through the Fire and Police Departments; housing safety through the Department of Building and Life Safety; individual and household needs through the Department of Health and Human Services including the operation of the Senior Center; and affordable housing needs through the Department of Planning & Community Development.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to addressing underserved needs is insufficient funding. The Village will seek funding from other sources and will support service providers in seeking funding from other sources.

Internet Broadband Access: The percentage of household with broadband internet access in the Village of Arlington Heights as reported in the Census American Community Survey 5-year estimate for 2015-2019 is 91.3% This is a higher percentage than the U.S. overall, Cook County, and the Chicago Region. There are numerous internet service providers offering services to Arlington Heights residents including but not limited to Xfinity, AT&T, Earthlink, Verizon, WOW, Astound, Rise, Viastat, T 5G Home Internet, and e-vergent. There is sufficient internet service competition. Low-income residents to avail themselves of internet access Affordable Connectivity Program | Federal Communications Commission (fcc.gov) although as of April 2024 this program was paused pending additional funding approval. State assistance is available through https://www.citizensutilityboard.org/income-qualified-internet-programs/ (Citizens Utility Board website). The Village's Continuity of Services Plan provides priorities, contacts, and steps for maintaining and restoring communication between Village departments including to public safety vehicles.

Actions planned to foster and maintain affordable housing

During the program year, the Village will take the following actions to foster and maintain affordable housing, to remove barriers to affordable housing, and to encourage public housing improvements and resident initiatives:

Professionals in the Department of Planning and Community Development will continue to research and investigate alternative sources of funding to replace or supplement State and Federal funds for

housing assistance and other affordable housing programs. The Housing Planner will monitor housing initiatives at these levels through contact with HUD and through professional organizations and planning offices.

The Village will continue to promote and enforce the goals and policies from the Comprehensive Plan relating to preserving the existing housing stock, encouraging a wide variety of housing types within the Village, utilizing good housing redevelopment concepts, maintaining a good housing balance, preventing housing deterioration, and providing housing for the young, single, and elderly.

Code enforcement will continue to uncover unsafe and unsanitary conditions. The Single-Family Rehabilitation Program will be available to income-eligible individuals to improve their properties.

The Village will implement its Affordable Inclusionary Housing Ordinance and work toward creating affordable units in new construction residential projects and/or with fees collected into the Village's Affordable Housing Trust Fund.

The Housing Commission will continue to promote a balanced housing stock including affordable housing for persons with low to moderate incomes.

The Department of Building and Health Services will work throughout the community to assist residents in securing stable, affordable housing and improve housing and living environments.

No units are expected to be lost form the federally assisted housing inventory in Arlington Heights.

Actions planned to reduce lead-based paint hazards

The Village is aware of the health risks, especially to children, that exist in its older homes due to the presence of lead-based paint. The Village will continue to provide information and blood lead-based paint testing services to Village residents. When persons are identified as having elevated blood levels, the appropriate County and State agencies will be notified, and these persons will be referred for appropriate services.

The Village complies with HUD's lead-based paint regulations with respect to the Village's housing rehabilitation programs. The required notifications, lead-hazard testing, and lead hazard treatment protocols are followed.

Actions planned to reduce the number of poverty-level families

The Village will continue to coordinate efforts to assist households with incomes below the poverty line with other agencies providing services to this population. This will take place through the activities of the Village's Health and Human Services Department and by supporting senior service agencies at the Village's Senior Center. The Health and Human Services Department administers an emergency

assistance fund to assist very low- and low-income persons with emergency needs. Village staff coordinate and combine resources with local agencies to address needs of poverty-level families on a case-by-case basis.

Actions planned to develop institutional structure

The Village will continue to address affordable housing and other community needs within the area by coordinating its efforts with private and non-profit agencies and organizations. The Village will also work with regional planning groups such as the Northwest Suburban CDBG Network, the Metropolitan Mayors Caucus, the Chicago Metropolitan Agency for Planning, the Metropolitan Planning Council (MPC), etc.

Actions planned to enhance coordination between public and private housing and social service agencies

The Village will enhance coordination between public and private housing and social service agencies through the citizen participation plan that encourages all interested parties to share in the Consolidated Planning process. The Village will continue to work with non-profit service providers, other private institutions, public housing and assisted housing providers, and community organizations to discuss community needs and opportunities. The Village will also continue to work with and coordinate the provision of services with Elk Grove and Wheeling Townships, Northwest Housing Partnership, and other Northwest Chicago Suburbs.

Discussion

The Village recognizes that enhancing institutional structure provides efficiencies in service that are of benefit to its residents. The various departments of the Village seek to maximize coordination with public and private housing and service providers to meet the needs in the community.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	**0**

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

None

OMB Number: 4040-0004
Expiration Date: 11/30/2025

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received: 08/15/2024

4. Applicant Identifier:

5a. Federal Entity Identifier: B-24-MC-17-001

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: Village of Arlington Heights

* b. Employer/Taxpayer Identification Number (EIN/TIN): 36-6005774

* c. UEI: SA2FJCC7CXS2

d. Address:

* Street1: 33 S Arlington Heights Road
Street2:
* City: Arlington Heights
County/Parish:
* State: IL: Illinois
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 60005-1403

e. Organizational Unit:

Department Name: Planning & Community Devt.

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms.
* First Name: Nora
Middle Name: Anne
* Last Name: Boyer
Suffix:

Title: Housing Planner

Organizational Affiliation: Village of Arlington Heights

* Telephone Number: 847-368-5214
Fax Number:

* Email: nboyer@vah.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant / Entitlement Grant

*** 12. Funding Opportunity Number:**

B-23-MC-17-0001

* Title:

Community Development Block Grant / Entitlement Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Program year 2024 October 1, 2024 - September 30, 2025. Projects will include: Homeowner Unit Preservation, Homeless Services, Public Services, Infrastructure, Public Facilities, and Planning & Admin.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 8 & 9

* b. Program/Project: 8 & 9

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 10/01/2024

* b. End Date: 09/30/2025

18. Estimated Funding ($):

* a. Federal	318,751
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	23,637
* g. TOTAL	342,388

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☐ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:	Mr.
* First Name:	Randall
Middle Name:	R
* Last Name:	Recklaus
Suffix:	
* Title:	Village Manager
* Telephone Number:	847-368-5100
Fax Number:	
* Email:	rrecklaus@vah.com
* Signature of Authorized Representative:	
* Date Signed:	

OMB Number: 4040-0007
Expiration Date: 02/28/2025

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C.§§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U. S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Village Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
Village of Arlington Heights, IL	

Standard Form 424B (Rev. 7-97) Back

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2025

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statue(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statue(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Village Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
Village of Arlington Heights, IL	

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

	07/16/2024
Signature of Authorized Official	Date

Village Manager

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2024 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

07/16/2024

_____ _____

Signature of Authorized Official Date

Village Manager

_____

Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Not applicable

Signature of Authorized Official

07/16/2024

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Not applicable

_____ _____

Signature of Authorized Official Date

_____

Title

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Not applicable

Signature of Authorized Official

Date

Title

Housing Opportunities for Persons With AIDS Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the consolidated plan:

1. For a period of not less than 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For a period of not less than 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Not applicable

_____ _____

Signature of Authorized Official Date

_____

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Exhibit C 2024-2025 CDBG Grant Applications

#1 Family Forward

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Housing & Mentoring support for low-income working families**

Project Location: Arlington Heights and the adjacent northwest suburbs

CDBG Funding Request: $3,500

Applicant Contact Information

Organization Name FamilyForward

Federal Unique Entity Identifier (UEI) Number SHSMSLGXCXE3

Head of the Organization (ex. Executive Director)
Name: Erica Chianelli

Title: Executive Director

Email: erica.chianelli@family-forward.org

Signature of person authorized to submit this application:

Signature Date: 4/26/24

Printed name: Erica Chianelli

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Erica Chianelli

Title: Executive Director

Mailing Address: 302 N. Dunton Ave.

City/State/Zip Code: Arlington Heights, IL 60004

Telephone Number: 847-342-0846

Email Address: erica.chianelli@family-forward.org

Organization website: www.family-forward.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Established in 2003, FamilyForward offers a two-year housing and mentoring program to assist low income, working families. The program consists of two primary elements: financial assistance for rent and case management/mentoring to help families budget and manage their resources, make realistic plans for the future, increase their incomes, and achieve financial stability.

In order to participate in our program, families must live in our service area, have an adult working full time in the household, and must have a child living at home. We do not accept families with substance abuse, active mental health problems, or legal problems pertaining to divorce, domestic violence, or citizenship issues.

Initially, families contribute 30% of their income towards rent, and FamilyForward pays the rest. As their financial situation improves, families pay a larger portion of the rent, working towards paying their full rent by the time they complete the two-year program. Financial assistance for tuition or books may be provided to parents deciding to return to school in order to develop skills for a higher paying job. If needed, FamilyForward also provides financial assistance to families for child-related expenses (including day care, school supplies, fees for school activities, clothes, and books) and with auto repairs or in finding a donated vehicle. We also provide giftcards for groceries and other household necessities.

We also have some short-term rental assistance available for families who would be good candidates for our 2-year program. With rent increasing nationwide due to lack of supply and inflation, and food and gas price increases, the demand for our services continues to grow. These short-term funds are limited so that we do not lose focus on the core of our program, which is working with families for our 2 year transformational program.

We believe that our case management and mentoring is as important, if not more important, than the financial assistance we provide. Case management and mentoring services focus on family budgeting, setting goals, solving problems and increasing income. Each family is assigned a case manager and two volunteer mentors. The case managers assist in finding available housing options for families, problem solving in case of emergencies or other difficult situations, on-going goal setting and planning, and supervise mentors as they work with families.

For many of our clients, these volunteer mentors offer a support system that they previously did not have in their life. Mentors provide tough love, compassion, guidance and accountability. They are cheerleaders, and provide shoulders to cry on. And they do it all unconditionally, without judgement, meeting the clients where they are at.

We support and encourage education and training to develop improved skills for better employment. At the same time, we expect families to develop realistic plans and goals. They must improve their employability and begin earning enough income to achieve financial stability and independence. We believe that simply providing financial assistance is not a long-term answer for these families. We are not offering a bandaid solution. We are about transforming lives, one family at a time.

2. Previous CDBG Funding
Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes. We have received CDBG funds from Arlington Heights and Palatine.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Our service area includes the northwest suburbs in: Palatine Township, Elk Grove Township, Schaumburg Township, and Wheeling Township.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.
To be eligible for our 2 year program, families must live in our service area, be proficient in English, and:

a. Have at least one adult family member employed full time
b. Have children living in the home 22 years of age of younger
c. Adult family members:
- are of stable mental health
- are presently not abusing alcohol
- are presently not using illicit drugs
- are not living in, or presently leaving, an abusive relationship
- are legal residents of the United States

4. What facilities, services, or programs are operated in Arlington Heights?
We have an office in Arlington Heights located in First Presbyterian Church at 302 N. Dunton Ave. Our housing and mentoring program is operated from this office, and we service clients who are Arlington Heights residents.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

No, not the exact same service. There are agencies that provide similar services, however. WINGS provides similar service, but only to people coming from domestic violence. Fellowship Housing has a very similar program, but supports only single mothers. Other housing support programs, such as Journeys and Northwest Compass focus primarily on homeless, disabled, and people with mental illness. Our program focuses solely on *working* families with children in poverty and at risk of eviction and homelessness. Our agencies work together, and often refer to each other to best serve families in need. FamilyForward's weekly meetings for our clients with volunteer mentors makes our program unique.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Rental assistance; mentoring; case management; gift cards; financial assistance for: tuition, auto repair, child care

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	110	25	25
October 1, 2023 – present *(6 months – October through March)*	90	27	27
October 1, 2022 – September 30, 2023	140	21	21

3. Please state anticipated cost per client per service for the 2024-25 program year.

$2,473

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. **How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?**
CDBG funds will support the salaries of our Program Manager and Case Manager who supervise the volunteer mentors for each family as well as intervene and assist with more difficult social, emotional, legal and financial issues families encounter during the 2 years the family is in our program. Our Program Manager and Case Manager also directly mentor some families. They recruit, intake, interview, and process all potential families who may receive our services, for both our 2 year program and short-term emergency assistance clients. The funds will be used to support case management for families in Arlington Heights.

5. **If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?**
Yes.

6. **Would this program exist without CDBG funding?**
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

1. **Total number of staff employed by organization for this program:**

a.	Full-time	1
b.	Part-time	2
c.	Volunteers	30

2. **Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):**

Name, Title: Erica Chianelli, Executive Director

Phone Number: 847-342-0846

Email Address: erica.chianelli@family-forward.org

3. **How long has the staff member identified above been with the organization?**
2.5 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
Not applicable.

2. Describe how client fees are used (if applicable):
Not applicable.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$	$
ESG Funds	$	$
HOME Funds	$	$
HOPWA Funds	$	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$	$
State/Local Funds	$ 44,000	$ 8,330
Private Funds	$ 307,850	$ 71,000
Program Income	$	$
Other Funding	$	$

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☐ Yes
☒ No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 351,850	$ 272,035	$ 3,500
Organization or agency's current fiscal year	$ 312,650	$ 246,895	$ 3,000
Organization or agency's last fiscal year	$ 288,000	$234,510	$ 3,000

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 3,500
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 3,500**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

X *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

X *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
Strengthening low-income working families in the northwest suburbs towards achieving financial stability and independence through mentoring, rental assistance and support services.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☒ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☒ Current organization budget, including proposed funding sources
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#2 Children's Advocacy Center

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Child Victim and Witness Services**

Project Location: 640 Illinois Blvd, Hoffman Estates, IL 60169

CDBG Funding Request: $6,000

Applicant Contact Information

Organization Name Children's Advocacy Center of North and Northwest Cook County

Federal Unique Entity Identifier (UEI) Number TAJSX46TVQW5

Head of the Organization (ex. Executive Director)
Name: Melanie Pignotti

Title: Chief Executive Officer

Email: mpignotti@cachelps.org

Signature of person authorized to submit this application: Melanie Pignotti

Signature Date: 4/24/24

Printed name: Melanie Pignotti

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Melanie Pignotti

Title: Chief Executive Officer

Mailing Address: 640 Illinois Blvd

City/State/Zip Code: Hoffman Estates, IL 60169

Telephone Number: 847-744-5206

Email Address: mpignotti@cachelps.org

Organization website: cachelps.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

The Forensic and Advocacy Services Program (FAS) is the CAC's core services program offering comprehensive services to children who are alleged victims or witnesses to crime and their non -offending family members. The CAC uses a multi-disciplinary team approach to child abuse investigations to reduce the risk of re-traumatization and ensure best practices. The multi-disciplinary team includes law enforcement, child protective services (The Department of Children and Family Services), the Cook County State's Attorney's Office, qualified medical professionals, and mental health services. Specific services offered include case coordination, forensic interviews, and victim/court advocacy. Requested funding would support the direct service professionals who provide essential services to children.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes, CAC has received CDBG funds from Arlington Heights in past years along with Palatine, Mount Prospect, Schaumburg, Skokie, and Cook County.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

n/a

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
The following municipalities are served by the CAC: Arlington Heights, Barrington, Barrington Hills, Bartlett, Buffalo Grove, Elgin, Elk Grove, Hanover Park, Harwood Heights, Hoffman Estates, Inverness, Mount Prospect, Norridge, Palatine, Prospect Heights, Rolling Meadows, Roselle, Rosemont, Schaumburg, Schiller Park, South Barrington, Streamwood, Wheeling, Des Plaines, Evanston, Glencoe, Glenview, Golf, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Park Ridge, Skokie, Wilmetter, Winnetka

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.
CAC accepts referrals for Forensic and Advocacy Services from law enforcement and DCFS during active criminal and/or child protective investigations when a child is an alleged victim or witness. Children 3-17 qualify for a forensic interview. Children 0-17 and their non-offending family members qualify for victim/court advocacy services.

4. What facilities, services, or programs are operated in Arlington Heights?
The CAC's mental health services are in Arlington Heights. Arlington Heights residents receive forensic and advocacy services out of the CAC's main office in Hoffman Estates.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
While NWCASA works closely with the CAC providing on-site medical advocacy services, there are no other agencies wo are qualified to provide forensic interviews. CAC collaborates with NWCASA to ensure non-duplication of services for on-going victim advocacy services.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):
Case Coordination, Forensic Interviews, Victim/Court Advocacy

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	985	55	55
October 1, 2023 – present *(6 months – October through March)*	565	18	0 (different program)
October 1, 2022 – September 30, 2023	982	54	0 (different program)

3. Please state anticipated cost per client per service for the 2024-25 program year.
$150.00

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?
CDBG fund would support the health and wellbeing of children who have been victims of abuse or experienced other forms of violence. All CAC services are accessible and free to

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?
Yes, funds would be used to provide forensic and advocacy services for new clients who are residents of Arlington Heights.

6. Would this program exist without CDBG funding?
(Select one)

☒ Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 8

b. Part-time

c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Melanie Pignotti

Phone Number: 847-744-5206

Email Address: mpignotti@cachelps.org

3. How long has the staff member identified above been with the organization?
7 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
N/A

2. Describe how client fees are used (if applicable):
N/A

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 50,000	$ 1315
State/Local Funds	$ $402,163	$ 10,583
Private Funds	$ 10,545	$ 277
Program Income	$	$
Other Funding	$	$

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☐ Yes
☒ No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 1,900,000	$ 500,000	$13,157
Organization or agency's current fiscal year	$ 1,722,000	$ 462,708	$ 12,176
Organization or agency's last fiscal year	$ 1,855,000	$ 500,000	$ 13,157

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 6,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 6,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives.
(The selection should reflect the purpose of your organization's proposed program.)

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes.
(The selection should reflect the result your organization would like to accomplish.)

☒ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

The Children's Advocacy Center of North and Northwest Cook County (CAC) is the leading resource to empower and heal children who have been sexually and physically abused and prevent abuse against children.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☐ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☒ Current organization budget, including proposed funding sources
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#3 Connections to Care

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Connections to Care**

Project Location: Northwest Suburbs- Concentration Arlington Heights

CDBG Funding Request: $5,000

Applicant Contact Information

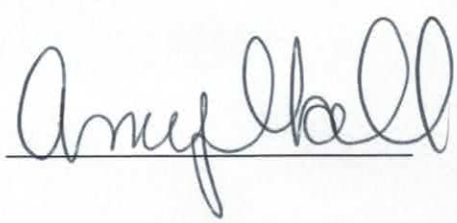
Organization Name Connections to Care

Federal Unique Entity Identifier (UEI) Number 20-5588794

Head of the Organization (ex. Executive Director)
Name: Char Padovani

Title: Executive Director

Email: charp@connectionstocare.org

Signature of person authorized to submit this application: 

Signature Date: 04/30/2024

Printed name: Amy Gall

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Amy Gall

Title: Director, Programs & Operations

Mailing Address: 1801 West Central Road

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: (847)222-9331

Email Address: amyg@connectionstocare.org

Organization website: www.connectionstocare.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Connections to Care (formerly Escorted Transportation Service NW) provides accompanied rides for the elderly and especially the frail elderly who can no longer drive to their medical and dental appointments. Connections to Care drivers are trained volunteers who pick passengers up at their home, wait for them during their appointment, and return them back home. If needed, they can also stop at a pharmacy on the way back from the appointment. Connections to Care volunteers treat their clients like family. Riders have the option of sitting in the front seat and Connections to Care drivers provide a supportive environment, a compassionate ear and sounding board as well as much needed social interaction. Each ride we take provides our Riders with four points of contact. Scheduling the ride, confirming the name of the volunteer with the passenger the week before, the volunteer confirming pick up details, and finally the ride. Since many passengers have hearing, vision, memory and/or mobility loss, they rely on our volunteers to help them navigate the often complex medical facilities and physician offices.

Our unique transportation service is offered in 14 NW Cook County municipalities which include 4 Townships and 5 medical centers. Unlike other transportation services for seniors, we cross township boundaries in taking passengers to their medical appointments. Over the past 17 years, we have provided more than 36,000 critical services rides, allowing our elderly to age in place while caring for their health.

While anyone 60 years old or older can apply for our service, our average passenger is 85, on a low fixed income, and can no longer drive or take public transportation. Many are also unable to rely on family members or friends to take them to their numerous appointments. This is an expanding population that is often marginalized and under-served. Prior to Covid-19, requests for rides grew at 5%-7% annually. We anticipate this growth rate will resume as we continue to build from Covid.

Between 10/1/2022 and 09/30/2023 Connections to Care provided 90 Arlington Heights residents with 1116 rides. This represents 49 % of all Connections to Care passengers and 51% of all the rides. We also took rides into Arlington Heights with passengers from the other 13 municipalities we serve.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes, we have received CDBG funds from Arlington Heights and Mount Prospect

3. Will any funds be used for research and development?

☐ Yes

X No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Our service area includes 14 municipalities: Barrington, Inverness, Hoffman Estates, Schaumburg, Elk Grove Village, Palatine, Arlington Heights, Wheeling, Des Plaines, Buffalo Grove, Mount Prospect, Park Ridge, Prospect Heights and Rolling Meadows. 4 Townships: Wheeling, Elk Grove, Palatine and Schaumburg and 5 major medical centers: Northwest Community, St. Alexius, Alexian Brothers, Advocate Lutheran General and NorthShore Glenbrook.

2. Does this program serve residents of the Village of Arlington Heights?

X Yes
☐ No

3. Describe any additional criteria for your program.

Our clients must live within our service area, be at least 60 years old and can get in and out of a car unassisted. They must fill out a brief application. A $7.50 per one-way ride donation is requested of our clients. However, those who are unable to donate are never turned away.
Therefore, our program is available to all qualified Arlington Heights residents, regardless of income.

4. What facilities, services, or programs are operated in Arlington Heights?

Connections to Care office is located in Arlington Heights in the Senior Center. 49 % of our riders during the past year were Arlington Heights residents. In addition, we bring frail older adult residents from the 13 other municipalities we serve to doctors, dentists and medical facilities in Arlington Heights, including Northwest Community Healthcare's extensive network of offices and Northwest Community Hospital.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

No. Although Arlington Heights and other municipalities and Townships in our service area provide different kinds of transportation to seniors, Connections to Care is the only service using a one-on-one approach. Our drivers, all of whom are volunteers, drive their own personal vehicles to help get Arlington Heights' frail older adults to and from their medical and/or dental appointments. We are also the only service whose volunteers stay with the client throughout their appointment. Our services compliment and supplement the other transportation services available to the older adults of Arlington Heights.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Transportation of the frail older adults to and from their medical and dental appointments

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	245 Seniors	99 Seniors	99 Seniors
October 1, 2023 – present *(6 months – October through March)*	128 Seniors	79 Seniors	79 Seniors
October 1, 2022 – September 30, 2023	181 Seniors 2171 Rides	90 Seniors 1116 Rides	90 Seniors

3. Please state anticipated cost per client per service for the 2024-25 program year.

Our passenger donations only cover less than 25% of the actual cost per ride. This ride cost is based on the number of rides we provide and our budget.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

All of the CDBG funds will go toward helping us serve current and new passengers. Our passengers are not charged a fee, rather they are asked for a $7.50 donation for each one-way ride. This is an amount that is affordable to our fixed income passengers. However, our passenger donations only covered less than 25% of the actual cost per ride. CDBG funds will go toward covering the other 75%.

5. **If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?**
We are aggressively expanding our services to clients in our territory. These funds will help serve Arlington Heights residents that have not previously used Connections to Cares services.

6. **Would this program exist without CDBG funding?**
(Select one)
X Yes
☐ No

D. Staff for Funded Program

1. **Total number of staff employed by organization for this program:**

   a. Full-time
   b. Part-time 2
   c. Volunteers 123 Total 107 Drivers, 10 Board Members, 6 Office & Administrative

2. **Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):**

   Name, Title: Char Padovani, Executive Director
   Phone Number: (847)222-9331
   Email Address: charp@connectionstocare.org

3. **How long has the staff member identified above been with the organization?**
2

E. Fees and Funding Sources

1. Describe any client fees collected*.

We do not charge our clients any fees, but rather ask them to make a donation of $7.50 for each one-way ride. This is an amount that is feasible for most of our passengers who are on low, fixed incomes. Our clients donate as much as they can, but no one is turned away due to an inability to donate all or part of the $7.50.

2. Describe how client fees are used (if applicable):

The donations that are received by passengers are applied to the direct program costs to run the program, which includes staff salaries, volunteer expenses and direct operating costs to run the program.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$	$
ESG Funds	$	$
HOME Funds	$	$
HOPWA Funds	$	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 5,400	$ 4,000
State/Local Funds	$ 33,300	$ 16,317
Private Funds	$ 14,943	$ 7,322
Program Income	$ 14,150	$ 6,933
Other Funding Annual Appeal, Fund Raising, Churches, Businesses, Jaycees/Rotary/Lions	$ 46,071	$ 22,574

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)

☐ Yes
X No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available 2024	$ 117,300	$ 117,300	$ 5,000
Organization or agency's current fiscal year 2023	$ 115,546	$ 115,546	$ 4,000
Organization or agency's last fiscal year 2022	$ 133,783	$ 133,783	$ 4,000

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 5,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 5,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

X *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

X *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

To connect with older adults and help them care for their health and maintain independence.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- [X] Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- [ ] Proposed organization budget for the next fiscal year, including proposed funding sources
- [X] Current organization budget, including proposed funding sources
- [X] Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- [ ] Most recent A-133 audit, if an A-133 audit has been required
- [X] Proof of non-profit determination
- [X] Organizational chart
- [X] List of Board of Directors
- [ ] Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- [ ] The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

- [ ] Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

- [ ] Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#4 Life Span

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

---

Name for Proposed Project or Service: **General Operating Support for Victims of Domestic Violence**

Project Location: Des Plaines

CDBG Funding Request: $7,000

Applicant Contact Information

Organization Name Life Span

Federal Unique Entity Identifier (UEI) Number CBUNRCJVTHF4

Head of the Organization (ex. Executive Director)
Name: Amy C. Fox

Title: Executive Director

Email: afox@life-span.org

Signature of person authorized to submit this application:

Signature Date: 04/17/2024

Printed name: Amy C. Fox

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: James Stewart

Title: Grant Writer

Mailing Address: 70 E. Lake Street

City/State/Zip Code: Chicago, IL 60601-7642

Telephone Number: 312-408-1210 EXT: 130

Email Address: jstewart@life-span.org

Organization website: www.life-span.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Life Span is requesting general operating support to fund agency programming provided in the north and northwest suburbs of Chicago, specifically the residents of the Village of Arlington Heights who fall under presumed LMI category, such as abused children and spouses. This program is ongoing. Life Span provides legal and counseling services to victims of domestic and sexual violence, and their children. Our services are designed to provide a comprehensive solution to domestic violence by combining counseling, support and information, with legal advocacy and representation.

Our Arlington Heights clients receive: counseling for survivors; counseling for children who are exposed to domestic violence; outreach, education and counseling for teens who are from violent homes and /or who self-identify as being in violent relationships. Criminal court advocates work with our clients; our clients receive legal representation in order of protection and family law cases; immigration assistance for undocumented battered women; and outreach, education and training for service providers.

For a more detailed list of ongoing services, please refer to attachment A1.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes, we have received CDBG funding from the city of Chicago, the Village of Schaumburg, and Arlington Heights

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Life Span serves all residents of Cook County, particularly the north and northwest suburbs.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.

Life Span's services are available to victims of domestic and sexual violence. Our services are free of charge and there are no income restrictions.

4. What facilities, services, or programs are operated in Arlington Heights?

Life Span does not operate any facilities in Arlington Heights; however our services are accessible to Arlington Heights residents in-person at our Des Plaines and Chicago offices. They're also available to all residents of Arlington Heights remotely via telephone and internet. Additionally, Life Span operates out of the courthouses in Skokie, Rolling Meadows, and Chicago at the 555 Harrison courthouse.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

With the exception of Life Span, there are limited services in the northwest suburbs for domestic violence and sexual assault victims and their families. No other domestic violence agency provides civil legal and immigration representation to victims of domestic violence in the northwest suburbs. No other civil legal service agency has an office in the northwest suburbs serving victims of domestic violence. Life Span collaborates and maintains referral networks with other agencies providing services to homeless women and sexual assault victims in the northwest suburbs such as A Safe Place, WINGS, Between Friends and NWCASA.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Our Arlington Heights clients receive: counseling for survivors; counseling for children who are exposed to domestic violence; outreach, education and counseling for teens who are from violent homes and /or who self-identify as being in violent relationships. Criminal court advocates work with our clients; our clients receive legal representation in order of protection and family law cases; immigration assistance for undocumented battered women; and outreach, education and training for service providers.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	2350	70	65
October 1, 2023 – present *(6 months – October through March)*	1,450	24	24
October 1, 2022 – September 30, 2023	2,340	72	64

3. Please state anticipated cost per client per service for the 2024-25 program year.

Life Span does not charge a fee for any service. We have developed a per diem rate for funding purposes.*

Individual counseling: $65/hour;

Advocacy: $65/hour;

Group counseling: $45/hour;

Legal representation: $125/hour

*Please note: these rates are below market value.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

CDBG funds will be used to support the salaries of direct service staff to provide the services described in this proposal.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Should we receive the full amount requested, we expect to increase our current service level.

6. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 43
b. Part-time 0
c. Volunteers 14

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Amy C. Fox
Phone Number: 847-824-0382
Email Address: afox@life-span.org

3. How long has the staff member identified above been with the organization?

26 years

E. Fees and Funding Sources

1. Describe any client fees collected*.

Not applicable

* Any client fees collected must be used for program costs.

2. Describe how client fees are used (if applicable):

Not applicable.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 1,250,091	$ 15,000
State/Local Funds	$ 2,052,262	$ 20,000
Private Funds	$ 933,300	$ 10,000
Program Income	$ 0.00	$ 0.00
Other Funding	$ 0.00	$ 0.00

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)

☒ Yes
☐ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ 4,078,957	$ 4,078,957	$ 7,000
Organization or agency's current fiscal year	$ 4,235,653	$ 4,235,653	$ 3,500
Organization or agency's last fiscal year	$ 4,710,400	$ 4,710,400	$ 3,500

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$ 3,500
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 3,500
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 7,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☒ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

Life Span empowers survivors of domestic and sexual violence to demand safety as a human right through client-centered services, and leads social change through accountability, community engagement, and systemic advocacy.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☒ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☒ Current organization budget, including proposed funding sources
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required Not Applicable
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ List of Board of Directors
- ☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

Life Span
#A1 - Summary of Services
Village of Arlington Heights

Life Span's services are free and confidential and include:

- Counseling for survivors;
- Counseling for children exposed to domestic violence;
- Outreach, education & counseling for adolescents regarding teen dating violence;
- Criminal court advocacy;
- Legal representation in order of protection and family law cases;
- Civil legal remedies for sexual assault;
- Immigration representation for domestic abuse victims;
- Outreach, education and training for service providers and
- Counseling and advocacy for victims of human trafficking where domestic violence and/or sexual assault are factors

Our clients are mainly low income, working poor women and their children who have no access to household funds, which are often fully controlled by the abuser. Over 50% of our clients are recent Latinx or Polish immigrants, many of whom speak little or no English. Our staff is quite diverse and delivers culturally competent and sensitive services, helping us meet the needs of women throughout the large geographic region we serve that is home to increasing numbers of immigrant families.

COUNSELING FOR SURVIVORS: Much of our counseling work is done with clients on an individual basis, usually in person, sometimes over the telephone when transportation or safety issues prevent clients from meeting with a counselor in person. While emotional support and education about the impact of domestic violence are crucial in victims' journey to overcome abuse in their lives, we find that providing assistance with the many additional obstacles our clients face is also crucial to their success. Counselors spend a significant portion of their time providing advocacy assistance with issues including employment, housing, childcare, finding legal help, and, linking clients to services that address other obstacles clients face, such as medical issues and substance abuse.

Children and Teens' Services: Domestic violence affects the entire family. Child and Teen counseling services, located in Life Span offices and in school-based settings, include counseling, support-group services and advocacy. In a safe and supportive environment, counselors focus on client personal safety and well-being, developmental concerns, family and parenting dynamics and building healthy relationship skills.

Human Trafficking Program: Life Span created a specialized project for survivors of domestic violence who are also human trafficking victims. We have seen an increase in referrals from court personnel, prosecutors and law enforcement for human trafficking services, as these survivors are likely to have experienced domestic violence.

Those who have experienced human trafficking need a variety of trauma informed services to obtain safety and exit the life of human trafficking. These include crisis intervention, education

on dynamics of human trafficking, safety planning, access to referrals and an explanation of legal rights and remedies. Because of the expertise that this project calls for, Life Span has added a counselor/advocate to our staff who is experienced in providing supportive services to human trafficking victims.

The counselor/advocate will explain rights and remedies under the Illinois Domestic Violence Act (IDVA), power and control, problem solving, and how to obtain an Order of Protection against the pimp/abuser, considering the special safety needs of this population. The counselor/advocate may accompany the survivor to court to provide IDVA advocacy.

We anticipate significant resistance from the justice system to addressing the needs of these survivors. Victim blaming is not a thing of the past for any victim, and for those engaged in prostitution, forced or not, the blame from prosecutors and judges will likely be immense.

The counselor/advocate will work with Life Span attorneys to put forward the best cases for order of protection for these clients and will provide ongoing emotional support and court accompaniment during the arduous court process. We expect victims to need significant ongoing encouragement to stay engaged in this process to completion.

Outreach and Prevention Services: Life Span provides domestic and sexual violence prevention programming through community-based education workshops for service providers, community organizations and directly to community members. The goal of this campaign is to increase awareness of domestic and sexual violence, and its alleviation. We want to provide participants with information and resources in order to interrupt domestic and sexual violence at the community level.

Programming includes professional presentations and trainings, technical assistance and case consultation, educational workshops and discussion groups, and ongoing community outreach. Programming focuses on domestic and sexual violence awareness, resource building and empowerment, and developing safe and healthy interpersonal relationships. Life Span outreach and prevention services continually evolve to meet the specific needs of the organization, groups and communities we serve.

Emergency Safe Places: Life Span refers battered women and their children to secure places which are available on a short-term basis to provide safety and time to develop a plan of action. When all area residential domestic violence shelters are full, Life Span will provide victims and their children with a motel room.

CIVIL LEGAL SERVICES

Life Span has responded to this critical need through the creation and on-going expansion of our Center for Legal Services and Advocacy. The Center is staffed by 16 attorneys, six paralegals, and four criminal court advocates who have developed, over many years of providing representation in all types of contested family law cases, specialized knowledge which distinguishes our program from any other in Illinois. Our expertise includes an informed understanding of statutory and case

law in the family law area, as well as a well-developed strategy for dealing with these matters in the complicated Cook County court system.

Life Span attorneys represent survivors in a full range of family law matters, including civil orders of protection, dissolution of marriage, custody, visitation, child support, post decree matters, and appellate work. In addition, we operate a number of innovative and collaborative programs specifically created to reach underserved populations.

For example, through our suburban order of protection project, lawyers offer legal services in Rolling Meadows, and Skokie courthouses in collaboration with the court system and with domestic violence agencies located in those jurisdictions. Through our Police Project, we provide specialized services to victims whose abusers are law enforcement personnel. Through Life Span's VESSA (Victims Economic Safety and Security Act) Project attorneys address problems battered women have at work due to the abuse they experience. We have developed a variety of approaches to solving legal problems through the use of new laws, new facilities, and new collaborations.

"Civil No Contact Order" Sexual Assault Services: In 2003 the Illinois legislature created the "no contact order" to help protect victims of sexual assault who knew the perpetrator but did not have a relationship with the assaulter which would allow the victim to seek an order of protection. No contact orders are very similar to orders of protection, in that they are civil actions which the victim can control. The issue before the court is solely the safety of the victim. The complications in these cases are similar to domestic violence cases: credibility, the perpetrator's right to move freely in the community, and the perpetrator's reputation. The need for these orders arises from circumstances familiar to our work in domestic violence, which includes the criminal justice system's failure to adequately respond to sexual assault.

The "no contact order" allows a court to keep the perpetrator away from the victim. In all of our cases, the police and state's attorneys have declined to press charges. Many victims remain in fear of the neighbor, fellow student, office worker, church goer, or former friend who raped her with impunity. For these victims, the Civil No Contact Order can protect them from both prospective sexual violence, but also emotional harassment and abuse.

For victims who see the perpetrator in their daily lives, relief that can remove the perpetrator from the school, or the office, or the church, or prohibit the perpetrator from contacting the victim in any manner is crucial. These orders offer psychological as well as physical safety. Bringing this civil action is a way for the perpetrator to understand that sexual assault has negative ramifications and is not accepted by society. We have found that a civil judge entering a court order against a sexual assault perpetrator is a powerful message that no one else is sending. Seeking "justice", or an acknowledgement of perpetrator accountability, can be crucial to the healing process of these victims. The strength of this authentic need has been repeatedly voiced by victims and advocates alike.

Police Project: Life Span has developed a nationally renowned program addressing the needs of domestic violence victims whose abusers are law enforcement personnel. These victims face even greater isolation and obstacles to obtaining emotional support, legal assistance and safe places to live. We offer individual and group counseling, as well as specialized legal services and advocacy for this victim population.

Immigration Project: Immigration issues seriously impact the ability of undocumented domestic violence victims to obtain safety. Ironically, this population is possibly the most underserved community in Cook County. Language and cultural barriers, combined with fear of deportation, make it particularly difficult for these victims to seek help. World events and growing national concerns regarding undocumented immigrants have heightened the fears immigrants feel toward the court system and authority in general. Domestic violence victims need special sensitivity in their relationships with their attorneys, and also require additional support while their cases are in litigation.

Life Span's Immigration Project assists immigrant battered women in obtaining legal permanent residency in the U.S. The Project is staffed by a bilingual, bicultural Mexican attorney and a paralegal who is a Polish immigrant. The Project serves several hundred clients each year and is one of the few programs in the Chicago area offering this service for free. Immigration Project clients also receive the support services they, and their children, need through the assistance of Life Span advocates, counselors and children's counselors, many of whom are bilingual and immigrants or from immigrant families, making them better able to identify with the experiences of Project clients.

Arab American Family Services (AAFS) had long been a source of referrals of clients who needed legal assistance with orders of protection and with divorces. They referred the clients, but the clients didn't call us. They didn't call us because they didn't trust us and were too afraid to come downtown from their neighborhoods in the southern suburbs of Cook County. There, Arabic was the common language, and hijabs were commonplace. We needed to design a project in which to overcome these apparent and immutable barriers.

We hired an attorney who shares the culture of this client population and who is trained in domestic violence and family law. She speaks Urdu, Hindi and is a Muslim. She understands the immigrant experience and the cultural and religious barriers to seeking help through the legal system. This attorney speaks to the victims seeking services in their own language; she sees them in an office in their neighborhood and files their cases in the Bridgeview Courthouse not far from where they live. AAFS provides a lay advocate and counselor to support the clients through the legal process, making safety plans and talking through their problems. Our advocates help clients envisage legal relief as something they can possibly see for themselves.

ADVOCACY

Life Span
#A1 - Summary of Services
Village of Arlington Heights

To ensure responsive, appropriate treatment of domestic violence victims, counselors interact with staff of the other agencies and social service providers that battered women contact when struggling to end abuse.

Criminal Court Advocacy: Life Span offers criminal court advocacy to victims who seek orders of protection and criminal prosecution of their abuser. Advocates accompany women to criminal court, the State's Attorney's office and the police station. They provide support and information throughout the legal process in order to ensure appropriate treatment of battered women by the criminal legal system and effective implementation of the Illinois Domestic Violence Act.

Life Span's involvement often makes a critical difference to the outcome for the victim. Life Span's advocacy efforts focus on such issues as the charging of felonies where appropriate, the issuance of bonds designed to protect victims, and the adequate preparation of cases for trial by prosecutors. Life Span staff ensures that their clients obtain orders of protection in conjunction with the prosecution of the crimes they have suffered. We provide these services at suburban courthouses and at Chicago's Centralized Domestic Violence Court.

Institutional Advocacy / Public Policy Initiatives: Life Span staff provide training to those helping professionals who work with victims of domestic violence in an effort to ensure responsive and appropriate delivery of services. Some of our efforts have been in the areas of training police, State's Attorneys, judges, emergency room personnel, social workers and clergy. We also provide advocacy and consultation regarding public and institutional policies that will impact victims of domestic violence.

Community Education Program: Life Span staff and volunteers speak to a variety of groups about the issue of domestic violence in an effort to reduce the community's acceptance and tolerance of this problem. Presentations are tailored to the needs of the requesting group.

#5 WINGS

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **WINGS Safe House & Safe House Counseling**

Project Location: WINGS Safe House – this is a confidential address

CDBG Funding Request: $7,000

Applicant Contact Information

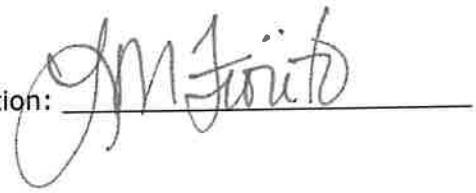
Organization Name WINGS Program, Inc. (WINGS)

Federal Unique Entity Identifier (UEI) Number URWMBJDBGED3

Head of the Organization (ex. Executive Director)
Name: Rebecca Darr

Title: President and CEO

Email: rdarr@wingsprogram.com

Signature of person authorized to submit this application: 

Signature Date: 4.17.2024

Printed name: Luticia M Fiorito

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Luticia M Fiorito

Title: Government Relations Manager

Mailing Address: P.O. Box 95615

City/State/Zip Code: Palatine, IL 60095

Telephone Number: 847.519.7820 x232

Email Address: lfiorito@wingsprogram.com

Organization website: www.wingsprogram.com

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

WINGS is seeking funding to support the residents fleeing domestic violence through WINGS Safe Houses. The purpose of WINGS Safe House is to provide emergency shelter for 90-120 days and integrative services. Upon contacting the IL DV Hotline, victims and their children are reserved a spot for 24 hours to arrive at the Safe House. Upon entering the Safe House they are connected to a Family Advocate (case manager) and Child Advocate (children's case manager) when appropriate. Over the course of their stay the Survivor and children are connected to a menu of resources through a trauma informed lens with the goal to achieve self-sustainability and financial security through supportive services provide by WINGS' case management. Once the Survivor is ready to leave emergency shelter, they are introduced to WINGS housing options and/or our community partners housing options.

According to The Network's 2022 Annual Report, 37,236 contacts were made to the IL Domestic Violence Hotline resulting in a 15% increase in contacts over 2021. While the pandemic mitigations have lifted, the combined the rippling effects (employment loss and housing instability) of the pandemic have not - resulting in a continued increase in the threat of domestic violence. The continued increase of domestic violence experiences are compounded by Victims displaying increased needs of mental healthcare. In FY23, WINGS Safe House clients demonstrated 30% experiencing suicidal ideation, 13% substance abuse, 57% mental illness.

WINGS serves any Survivor and their children fleeing Domestic Violence. WINGS does not discriminate regardless of their age, race, gender, ethnicity, disability, LGBTQI+, Veteran Status, Immigration Status, little- to no English speaking or LMI. In FY23, WINGS client's demographics were broken down as: 44% African American, 13% Caucasian; 28% Hispanic; 2% Asian; 8% 2+ more races; less than 1% Native American and less than 1% Pacific Islander and 4% Unreported. Each service is provided through a trauma informed lens empowering the Survivor to take charge of creating their own goals and launching their healing trajectory. Services include but are not limited to; Counseling (individual, adult, child, group, family); case management (creating and revising goals and safety planning); access to resources and Main Stream resources (clothes, toiletries, OTC medications, food); Advocacy (legal, child, housing, financial) and Education (Domestic Violence, Employment, Financial). Since 1985, WINGS has relied upon its Mission and its ability to pivot and create new partnerships and programs to best serve its clients.

In FY21, WINGS initiated Survivor Lifeline to provide a Lived Experience Mentor to current clients, in FY23 WINGS initiated an Adult Counseling program and in FY24 WINGS opened the Foglia Family Resource Center. WINGS offers safety planning, counseling, Children and Family Services programs, support groups and parenting

education at the new state-of-the art facility. Over 39 years WINGS has developed partnerships with community and government partners to provide services that may be beyond WINGS' scope. A few examples of these partnerships include Northwest Compass, Apna Ghar, Center on Halsted and Jesse Brown VA.

2. **Previous CDBG Funding**
   Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

   Yes. WINGS works with the Villages of Arlington Heights, Palatine, Mount Prospect, Niles, Skokie, Hanover Park and Cook County.

3. **Will any funds be used for research and development?**

   ☐ Yes
   ☒ No

   If so, please specify how funds will be used.

B. Service Area

1. **Describe your organization's service area, listing any municipalities served.**
WINGS services are delivered in Cook County. However, WINGS serves anyone fleeing domestic violence regardless of their original location whether it be local, statewide or nationwide.

2. **Does this program serve residents of the Village of Arlington Heights?**

☒ Yes
☐ No

3. **Describe any additional criteria for your program.**
The only criteria is that residents (clients) are fleeing domestic violence. WINGS does not discriminate against anyone seeking services regardless of their age, gender, race, ethnicity, LGBTQI+, Veteran status, LMI, disability or immigration status.

4. **What facilities, services, or programs are operated in Arlington Heights?**
WINGS operates its largest resale store in Arlington Heights; this store is one of four WINGS resale stores. WINGS Resale stores make up almost $3M of WINGS income. WINGS utilizes a scattered site housing model. This allows clients to select the area where they feel the safest and can recreate a life violence free. WINGS partners with many Arlington Heights apartment complexes to assist clients secure permanent housing.

5. **Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.**

No. WINGS is the largest provider of domestic violence services in Illinois. In Fiscal Year 2023 WINGS provided 1,219 program participants with 92,960 nights of emergency, transitional and permanent supportive housing along with individualized and comprehensive services.

Recognizing that survivors of domestic violence and homelessness all face different barriers to stability, WINGS offers a continuum of services including two emergency shelters, 167 units of housing across Metropolitan Chicago, counseling, financial guidance, legal advocacy, career development, life skills, mentoring, Community Based Services and a comprehensive Children and Family Services Program.

Refined over 39 years of service, the agency has continually produced successful outcomes working toward the vision of creating a society where every survivor has a voice and the resources to break the cycle of domestic violence.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

WINGS provides a host of services to clients (residents) to include emergency shelter through WINGS two Safe Houses, food, clothing, daily necessities, children's items, baby/infant items, school supplies, advocacy (housing, legal, victim, child, employment), safety planning, access to transportation, child care and Mainstream benefits. Upon exiting the Safe House program, clients may enter WINGS other housing programs Transitional Housing (shared and independent), Permanent Supportive, and Rapid Rehousing.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	1600	30	6
October 1, 2023 – present *(6 months – October through March)*	850	0	0
October 1, 2022 – September 30, 2023	1219	2	2

3. Please state anticipated cost per client per service for the 2024-25 program year.

Based on historical data, WINGS anticipates serving 8 residents from the Village. One night of emergency shelter is $61.48 (the all-in cost would be $292) and one hour of counseling is $33.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

WINGS Family Advocates (case manager) works one-on-one with each client empowering them to create their own goals through a trauma informed lens. Advocates are trained to introduce clients to employment and housing options and resources as well as how to maximize Main Stream benefits such as Medicare, Medicaid, and SNAP. Advocates educate clients on how to advocate for themselves for affordable housing,

legal services and financial security. WINGS also partners with its CoC for additional resources outside WINGS' scope

5. **If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?**
   Based on historical data, WINGS anticipates serving 8 residents from the Village. One night of emergency shelter is $61.48 (the all-in cost would be $292) and one hour of counseling is $33.

6. **Would this program exist without CDBG funding?**
   (Select one)
   ☒ Yes
   ☐ No

D. Staff for Funded Program

1. **Total number of staff employed by organization for this program:**

   a. Full-time 14
   b. Part-time 8
   c. Volunteers 24

2. **Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):**

   Name, Title: Luticia Fiorito, Government Relations Manager
   Phone Number: 847.519.7820 x232 or Remote 773.771.0175
   Email Address: lfiorito@wingsprogram.com

3. **How long has the staff member identified above been with the organization?**

E. Fees and Funding Sources

1. Describe any client fees collected*.
N/A

2. Describe how client fees are used (if applicable):
N/A

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	0
ESG Funds	74964	$
HOME Funds	$ 0	0
HOPWA Funds	0	0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 2,572,384	$ 0
State/Local Funds	$ 941,225	$ 9,412
Private Funds	$ 2,700,000	$ 0
Program Income	$ 0	$0
Other Funding	$0	$0

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☒ Yes
☐ No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 12,604,808	$ 1,201,102	$ 7,000
Organization or agency's current fiscal year	$ 11,795,526	$ 1,180,703	$ 6,500
Organization or agency's last fiscal year	$ 10,723,206	$ 1,073,367	$ 6,500

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 7,000
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 7,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☒ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☒ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
WINGS mission is to provide housing, integrative services, education and advocacy to end domestic violence.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☒ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☒ Current organization budget, including proposed funding sources
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☒ Most recent A-133 audit, if an A-133 audit has been required
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) Annual Report

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#6 Suburban Primary Health Care Council

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Access to Care**

Project Location: **Village of Arlington Heights**

CDBG Funding Request: **$7,000**

Applicant Contact Information

Organization Name: **Suburban Primary Health Care Council**

Federal Unique Entity Identifier (UEI) Number **195773900000**

Head of the Organization (ex. Executive Director)
Name: **Kimberly A Mertz**

Title: **COO**

Email: **Kimberlym@accesstocare.org**

Signature of person authorized to submit this application: *Kimberly A Mertz*

Signature Date: **4/11/2024**

Printed name: **Kimberly A Mertz**

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: **Kimberly A Mertz**

Title: **COO**

Mailing Address: **2225 Enterprise Drive – Suite #2507**

City/State/Zip Code: **Westchester, IL 60154**

Telephone Number: **708.531.0680**

Email Address: **kimberlym@accesstocare.org**

Organization website: **www.accesstocare.org**

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Access to Care provides access to primary medical care to low-income residents of suburban Cook County and NW Chicago. Members may have an unlimited number of office visits to their assigned physician, routine lab tests and x-rays for $5 co-payments . Members pay a $15-$40 co-payment for prescription medications. Behavioral Health Services are provided as an extension of primary health care. Up to eight counseling sessions are available through a Social Worker for a $5 co-payment per session. Additional sessions are available on a sliding scale fee. Access to Care has an Opioid Risk Management program with real time analysis done at the point of sale where the dosage or duration of therapy may be excessive. Addiction/substance abuse medications are also a part of the program coverage to help prevent withdrawal symptoms caused by stopping opioid drug usage. This includes NARCAN. Access to Care patients fill their prescriptions at all major pharmacy chains. Flu and Pneumonia vaccines as well as diabetic test strips are available at a zero co-payment. Access to Care continues to follow pandemic modifications to the program including: 1) Presuming eligibility and providing benefits for a 3-month period allowing additional time for members to provide paperwork needed to complete the application process. Once received, membership is extended for the entire 12-month period. 2) Establishing the RX RELIEF FUND. Members receive help covering the cost of their prescription co-payments. 3) Suspending enrollment and re-enrollment fees ensuring that all individuals are able to access health coverage.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Access to Care has received CDBG funding from Village of Arlington Heights for many years. In addition; CDBG funding is received from Village of Schaumburg as well as the Village of Mount Prospect.

3. Will any funds be used for research and development?

☐ Yes
☑ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
Access to Care serves residents in ALL municpalites of suburban Cook County and NW Chicago.

2. Does this program serve residents of the Village of Arlington Heights?

☑ Yes
☐ No

3. Describe any additional criteria for your program.

Access to Care serves low income (below 300% of the federal poverty level) who are uninsured (or who have $1500 or greater per person annual medical insurance deductible) and are not eligible for public programs such as Medicaid.

4. What facilities, services, or programs are operated in Arlington Heights?
Physicians, laboratory/radiology sites and participating pharmacies are available throughout the suburban Cook County area.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
no

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):
Primary Health Care Services

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	5000	90	24
October 1, 2023 – present *(6 months – October through March)*	4694	89	15
October 1, 2022 – September 30, 2023	5371	89	22

3. Please state anticipated cost per client per service for the 2024-25 program year.
ATC anticipates the per person cost to remain similar to the 2023-2024 budgeted amount of $666.50 per person annually and $287.86 per person annually for direct provider costs.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?
A grant of $7000 would assist Access to Care in enrolling 24 residents of Arlington Heights in the Access to Care program for one year. They would be assigned to a primary care physician and would be allowed to see their provider for an unlimited number of office visits for $5 each. Additionally, they may have an unlimited number of routine lab tests and x-rays for $5 co-payments per specimen or x-ray. Prescriptions are filled for $15 - $40 co-payments. Behavioral Health Services are provided as an extention of primary health care for a $5 co-payment per session. Access to Care also faciliates appointments for specialty care within the Cook County Hospital system.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?
Possibly. New Arlington Heights residents enroll into the Access to Care program each year. But current residents may re-enroll after their 12-month term if their circumstances and eligibilty remain the same.

6. Would this program exist without CDBG funding?
(Select one)

☑ Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 8
b. Part-time 0
c. Volunteers 19

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Kimberly A Mertz, COO

Phone Number: 708.531.0680 x227

Email Address: kimberlym@accesstocare.org

3. How long has the staff member identified above been with the organization?
34 years

E. Fees and Funding Sources

1. Describe any client fees collected*.

$5 co-payments are given to the providers at the time of service (physicians/clinical psychologists/radiology sites/laboratory sites. Prescription medications have a $15, $30 & $40 co-payment for a 30-day supply.

2. Describe how client fees are used (if applicable):

Fees are used to fund additional people into the Access to Care program

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds	$ 955.000	$ 14,325
Private Funds	$ 850,000	$ 12,750
Program Income	$ 0	$ 0
Other Funding special events, investments, service contracts, individual donations & reserves	$ 861,000	$ 12,915

4. Does your organization receive more than $750,000 in federal funds per year?

(Select one)

☐ Yes

☑ No

F. Budget

1. Please complete the following table:

Fiscal Year (ATC fiscal year = Calendar Year Jan to Dec)	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available 2025	(similar to last fiscal year) $ n/a	(similar to last fiscal year) $ n/a	$ 7000
Organization or agency's current fiscal year 2024	$ 2,666,000	$ 2,666,000	$ 6000
Organization or agency's last fiscal year 2023	$ 2,642,000	$ 2,642,000	$ 6000

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 0
Other	$ 7000
Please specify: funds used for direct provider service costs: physicians, laboratory, radiology, social work and pharmacy	
Total CDBG Request	**$ 7000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☑ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☑ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
The Mission of the Suburban Primary Health Care Council is to facilitate access to primary health care services for residents of suburban Cook County and northwest Chicago who lack access because of financial barriers.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☑ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☑ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☑ Current organization budget, including proposed funding sources
- ☑ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required
- ☑ Proof of non-profit determination
- ☑ Organizational chart
- ☑ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#7 NW Center Against Sexual Assault (NW CASA)

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Sexual Violence Intervention Service**

Project Location: 415 West Golf Road, Suite 47, Arlington Heights, IL 60005

CDBG Funding Request: $10,000

Applicant Contact Information

Organization Name Northwest Center Against Sexual Assault

Federal Unique Entity Identifier (UEI) Number V6LTMLHKWEQ8

Head of the Organization (ex. Executive Director)
Name: Carrie Estrada

Title: Executive Director

Email: cestrada@nwcasa.org

Signature of person authorized to submit this application: Carrie Estrada

Signature Date: 4/23/2024

Printed name: Carrie Estrada

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Rebecca Plascencia

Title: Deputy Director

Mailing Address: 415 West Golf Rd, Suite 47

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: 847-806-6526 x350

Email Address: rplascencia@nwcasa.org

Organization website: www.nwcasa.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

NWCASA requests funds to suppport our ongoing Sexual Violence Intervention Program which provides specialized counseling, crisis intervention, and advocacy services for Arlington Heights residents who are victims of sexual abuse and/or sexual assault. All services are available in both English and Spanish and all services are provided free of charge to those who need them. The goal of this program is to reduce revictimization within institutions and provide free resources and channels for healing from sexual violence trauma.

Counseling is offered for individuals, families, and groups both in-person and virtually. All counseling is provided by specially trained masters level therapists who have expertise in working with sexual violence victims of all demographics. In addition to staff, NWCASA has 2 master level volunteer therapists to help alleviate the waiting list.

Crisis intervention is provided 24/7 through our hotline that is operated by volunteers and staff. All hotline crisis counselors receive 40 hours of specialized training prior to working on the hotline. All volunteers are supervised by our Advocacy Team Supervisor who has training and experience in crisis intervention and advocacy. In addition, volunteers receive quarterly in-service training.

Advocacy services include 24/7 emergency room response to 11 area hospitals including Northwest Community Hospital and 24/7 criminal justice advocacy on behalf of victims who are at the police station or whose cases are being adjudicated in court both at the Roling Meadows and Skokie courthouses. Advocacy services are provided by trained staff and volunteers and are available in both English and Spanish.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

NWCASA receives CDBG funds from the Village of Mount Prospect, Village of Arlington Heights, and City of Des Plaines.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.
n/a

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
NWCASA serves all residents of North and Northwest Suburban Cook County with our main office in Arlington Heights. We also have an additional satellite office in McHenry, IL which provides services to all of McHenry County. In regards to Cook County services, NWCASA provides comprehensive services to 30 communities on the North and Northwest side including Arlington Heights, Barrington, Bartlett, Buffalo Grove, Des Plaines, Elk Grove Village, Evanston, Glencoe, Golf, Glenview, Hanover Park, Hoffman Estates, Inverness, Kenilworth, Lincolnwood, Morton Grove, Mount Prospect, Niles, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Schaumburg, Skokie, Streamwood, Wheeling, Wilmette, and Winnetka

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.
We provide services to anyone who has experienced sexual harm within our service area, whether directly or indirectly.

4. What facilities, services, or programs are operated in Arlington Heights?
NWCASA's main office is located in Arlington Heights.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
No. NWCASA is the only agency covering this service area that can provide services to adult and child survivors under the Illinois absolute privilege statute. This provides victims with stronger protections and more control over their lives. Victims can confide in rape crisis center staff knowing that they run little risk of having those communications disclosed publicly unless they consent to such disclosure.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

NWCASA is requesting funds specifically for our Sexual Violence Intervention Program which includes individual, family, and group counseling; a 24/7 crisis hotline; 24/7 medical advocacy at 11 local hospitals; and criminal justice advocacy at 29 police departments and 2 courthouses (Rolling Meadows and Skokie).

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	500	20	20
October 1, 2023 – present *(6 months – October through March)*	257	17	17
October 1, 2022 – September 30, 2023	502	21	18

3. Please state anticipated cost per client per service for the 2024-25 program year.

NWCASA anticipates a cost between $6,000 - $8,000 per client during the 2024-25 program year depending on individual client needs.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

NWCASA provides all services at no cost to Arlington Heights residents. Because the services are free, the agency finds that an overwhelming number of clients qualify as low/moderate-income. NWCASA operates on the philosophy that free services should remain high-quality and innovative.Furthermore, people don't plan for an assault and nobody should go without healing services because they can't afford to pay.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

NWCASA expects that current Arlington Heights residents would phase out of the program and that new Arlington Heights residents will be served. There may be some overlap for clients who are in counseling or have pending legal advocacy needs.

6. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a.	Full-time	16
b.	Part-time	3
c.	Volunteers	27

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Rebecca Plascencia, Deputy Director & Jamie Blake, Administrative Coordinator

Phone Number: 847-806-6526 x350

Email Address: rplascencia@nwcasa.org & jblake@nwcasa.org

3. How long has the staff member identified above been with the organization?
Rebecca has been with the agency for 12 years and Jamie celebrated her 1 year anniversary in February 2024.

E. Fees and Funding Sources

1. Describe any client fees collected*.
none, all services are free to those who need them.

2. Describe how client fees are used (if applicable):
n/a

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 650,882	$ 26,035
State/Local Funds	$ 718,132	$ 28,725
Private Funds	$ 82,305	$ 0
Program Income	$ 0	$ 0
Other Funding United Way	$ 20,000	$ 0

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☒ Yes
☐ No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 1,471,319	$ 1,029,923	$ 10,000
Organization or agency's current fiscal year	$ 1,491,646	$ 1,039,994	$ 3,000
Organization or agency's last fiscal year	$ 1,376,554	$ 1,079,454	$ 3,500

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 10,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 0
Other	$ 0
Please specify:	
Total CDBG Request	**$ 10,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☒ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
to empower individuals impacted by sexual harm and engage communities in ending sexual violence.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☐ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☐ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☐ Current organization budget, including proposed funding sources
- ☐ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required
- ☐ Proof of non-profit determination
- ☐ Organizational chart
- ☐ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#8 Journeys|The Road Home

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Homeless Services**

Project Location: 1140 E. Northwest Highway, Palatine, IL 60074

CDBG Funding Request: $10,000.00

Applicant Contact Information

Organization Name JOURNEYS | The Road Home

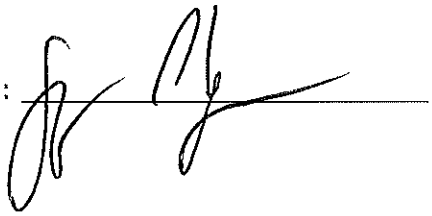
Federal Unique Entity Identifier (UEI) Number J1NVA5H3Q1W8

Head of the Organization (ex. Executive Director)
Name: Beth Nabors

Title: Executive Director

Email: b.nabors@journeystheroadhome.org

Signature of person authorized to submit this application:



Signature Date: 4/25/24

Printed name: Suzanne Ploger

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Shaina Makani

Title: Grants & Database Manager

Mailing Address: 1140 E. Northwest Highway

City/State/Zip Code: Palatine, IL 60074

Telephone Number: 847-963-9163

Email Address: s.makani@journeystheroadhome.org

Organization website: www.journeystheroadhome.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

JOURNEYS is a non-profit organization that aims to end and prevent suburban homelessness for residents of Arlington Heights, and 36 surrounding communities. As the sole provider of a comprehensive and therapeutic Continuum of Care, we are experts at building resiliency, improving self-reliance, and breaking the cycle of homelessness through our emergency shelter, interim housing, supportive housing, and wrap around social services. Services are available to anyone experiencing a housing crisis, whether homeless or at-risk. Our most sought after program is the HOPE Day Center, a drop-in social service and counseling center located in Palatine.

The HOPE Center provides our clients access to everything JOURNEYS offers, including over 60 services such as mental health and substance use counseling, on-site health care provided by a Heartland Alliance Advance Practice Nurse, help obtaining benefits, financial education, school advocacy, vocational counseling, food pantry, clothing closet, showers, laundry, housing assistance, and long-term case management. All services are free, and services are available as long as the client needs them. HOPE Center services, such as food pantry, are also available to clients after obtaining housing in order to provide them with a continuous safety net of support.

The overall goal of the HOPE Center is to coordinate supplemental, supportive social services for clients to assist them on their journeys to housing stability.

Each client that presents to the agency is need is assigned a case manager based on their individual needs. Clients work with their case managers to track and manage progress on meeting their short- and long-term goals. Similarly, client intakes, progress, notes, services, and goals are recorded through the U.S. Department of Housing and Urban Development's (HUD) Homeless Management Information System (HMIS) database.

This year, as a result of an increase in people experiencing a housing crisis in our community, we are seeing an increase in request for our HOPE Center services, with a 121% increase in food pantry requests, 84% increase in case management, and 127% increase in health care services. We have expanded our service hours to include evening, weekend, and holiday hours to meet these needs.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes. We have received CDBG funding from Palatine, Arlington Heights, Mount Prospect, and Schaumburg.

3. Will any funds be used for research and development?

☐ Yes
x☐ **No**

If so, please specify how funds will be used.
N/A

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
JOURNEYS serves residents from 37 communities in the north and northwest suburbs of Cook County, metro Chicago. These communities include Arlington Heights, Barrington, Barrington Hills, Bartlett, Bensenville, Buffalo Grove, Deerfield, Deer Park, Des Plaines, East Dundee, Elk Grove Village, Glencoe, Glenview, Golf, Hanover Park, Hoffman Estates, Inverness, Kenilworth, Lincolnwood, Morton Grove, Mt. Prospect, Niles, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Roselle, Rosemont, Schaumburg, Skokie, South Barrington, Streamwood, Wheeling, Wilmette, and Winnetka.

2. Does this program serve residents of the Village of Arlington Heights?

x☐ **Yes**
☐ No

3. Describe any additional criteria for your program.
The only criteria for our program is that the client must be facing housing insecurity and must have resided in our service area for the last 30 days.

4. What facilities, services, or programs are operated in Arlington Heights?
Several of our vital PADS shelter sites are in Arlington Heights, including: Our Saviour Lutheran, 1st Presbyterian, St. James, St. John's UCC, Congregational United Church of Christ, and First United Methodist of Arlington Heights. Arlington Heights hosts more PADS sites than any other community in our service area.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
JOURNEYS has been serving Arlington Heights since 1989. We are the only organization in our service area to provide a comprehensive Continuum of Care to guide people from experiences of homelessness to obtaining housing. The agency does not duplicate services, and works with other agencies in the region to ensure that services are not duplicated and that best practices are followed.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

The HOPE Day Center provides clients experiencing homelessness and those at-risk of homelessness with access to 60 wrap-around social services that address both critical and long-term needs as we work to help them obtain housing stability. HOPE Center services include case management, school advocacy, benefits assistance, healthcare, and various counseling services such as mental health, substance abuse, domestic violence, vocational, and housing counseling. Through the HOPE Center, clients also have access to the food pantry, clothing closet, toiletries, transportation, haircuts, mail, laundry facility, and shower facility. Twenty percent of JOURNEYS clients are Palatine residents, making the HOPE Center crucial to meeting the needs of Palatine residents experiencing homelessness and at-risk of homelessness.

In FY 23, the HOPE Center delivered 15,843 services, averaging 17 services per client, and serving 927 individuals. The top five services through the HOPE Center in FY 23 included 5,890 long-term case management sessions, 3,150 housing counseling sessions, 1,464 showers, 1,373 street outreach services, and 1,174 clothing closet visits. There were also 758 visits to the food pantry, proving there is no singular solution to helping those who are housing insecure. An average of 71 clients utilizes the HOPE Center every day, and all visitors can receive warm meals from 7:30 A.M. to 3:00 P.M. JOURNEYS does not believe in a "one-size-fits-all-all" solution to homelessness, which is why the HOPE Center remains one of our most significant programs by allowing clients to receive so many services in one location.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	1000	115	80
October 1, 2023 – present *(6 months – October through March)*	757	103	63
October 1, 2022 – September 30, 2023	915	100	54

3. Please state anticipated cost per client per service for the 2024-25 program year.

All services are free to all clients. The clinical staff does track the estimated cost of services, with counseling services such as case management, mental health services, vocational and housing counseling at $66.00 per hour, and all other services -food pantry, clothing closet, showers, laundry at $31.00 per hour.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Medlan Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

JOURNEYS will meet its CDBG goals by providing comprehensive social services to Arlington Heights residents. All of JOURNEYS clients qualify as low-income. All clients are currently experiencing homelessness or are at risk of homelessness. 44% of clients have no income, relying on JOURNEYS suite of services to secure their basic needs, while 9 out of 10 clients qualify as 'Extremely Low Income' based on AMI.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Yes

6. Would this program exist without CDBG funding?

(Select one)

X YES

☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 19

b. Part-time 2

c. Volunteers 2000

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Shaina Makani

Phone Number: 847-963-9163 ext122

Email Address: s.makani@journeystheroadhome.org

3. How long has the staff member identified above been with the organization?

12 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
No fees are collected

2. Describe how client fees are used (if applicable):
JOURNEYS does not collect any client fees. All services are provided to clients free of charge

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$
ESG Funds	$ 0	$
HOME Funds	$ 0	$
HOPWA Funds	$ 0	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$	$
State/Local Funds	$ 311,510	$ 24,920
Private Funds	$ 938,387	$ 75,070
Program Income	$	$
Other Funding events	$ 243,594	$ 19,487

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☐ Yes
x☐ **No**

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 2,035,503	$ 766,372	$ 10,000.00
Organization or agency's current fiscal year	$ 1,850,457	$ 696,687	$ 9,300.00
Organization or agency's last fiscal year	$ 1,681,825	$ 633,352	$ 5,000.00

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 10,000.00
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 10,000.00**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

x☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

x☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
The mission of JOURNEYS | The Road Home is toindividually assess and serve the homeless and near-homeless while broadening community awareness and involvement with the homeless.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- x☐ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- x☐ Proposed organization budget for the next fiscal year, including proposed funding sources
- x☐ Current organization budget, including proposed funding sources
- x☐ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required: Not required to have an A-133 audit
- x☐ Proof of non-profit determination
- x☐ Organizational chart
- x☐ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). There are no fees for any service
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule by month*.

  Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

- ☐ Cost and Design Assistance Estimates

  All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

  Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#9 NW Compass

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Housing & Supportive Services for low to moderate income individuals and families in Arlington Heights**

Project Location: 1300 W Northwest Highway, Mount Prospect, IL 60056

CDBG Funding Request: $30,000

Applicant Contact Information

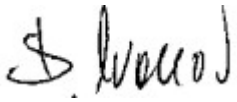
Organization Name **Northwest Compass, Inc.**

Federal Unique Entity Identifier (UEI) Number EJ55KHMKF785

Head of the Organization (ex. Executive Director)
Name: Sonia Ivanov

Title: Executive Director

Email: sivanov@northwestcompass.org

Signature of person authorized to submit this application: 

Signature Date: 4/8/2024

Printed name: Sonia Ivanov

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Alison Pittas

Title: Grant Writer

Mailing Address: 1300 W Northwest Highway

City/State/Zip Code: Mount Prospect, IL 60056

Telephone Number: 847-392-2344 x 432

Email Address: apittas@northwestcompass.org

Organization website: www.northwestcompass.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Northwest Compass is humbly requesting financial assistance for programs and services under our Housing Program which stabilizes residents of the Village of Arlington Heights who are experiencing a housing crisis ranging from homelessness to housing instability. Northwest Compass offers programs in three major categories - Stabilization, Empowerment, and Housing by providing crisis intervention, comprehensive solution-focused case management, counseling and assistance to people experiencing housing instability or homelessness and connecting them to housing options, resources, and various essential supportive services. Our housing program provides services geared toward housing counseling, homelessness diversion and prevention, housing navigation, rapid re-housing, and immediate short-term rent assistance to aid individuals and families at risk of becoming homeless for the first time and/or to assist them to exit homelessness as quickly as possible. The program also facilitates Transitional Living, Permanent Supportive Housing Program, Youth Housing Demonstration Project components, and Rapid Re-housing. The program also includes wrap around services and care coordination in order to provide the client with the needed additional assistance and support so they can make better informed choices and build a foundation toward creating a stable and sustainable future.

We are the Lead Agency in the North and a walk-in center for anyone in Suburban Cook County including residents of the Village of Arlington Heights who are in need of housing assistance. Ours is the only program that provides individual counseling, assistance, and education for a clientele experiencing homelessness as a partner in the Coordinated Entry Initiative in the Cook County area. In recent years, residents of Arlington Heights are one of the top ten zip codes we receive calls from for housing assistance.
NWC is working with families struggling to pay rent, living in their cars or doubling up, people seeking shelter in the forest preserve, at-risk youth couch surfing, and people working full time or multiple jobs but still unable to afford housing, among others. We serve each individual with respect and understand that often times all it takes is one major unexpected expense to put households out on the street.

Some families are not able to meet their housing financial obligation due to a temporary hardship such as an illness or loss of employment. All residents of the Village of Arlington Heights who are experiencing a housing crisis qualify for our housing program, as well as additional supportive services. To be eligible for housing assistance towards rent, the resident must meet the eligibility criteria of being currently homeless, 'homeless with a roof' (as defined by HUD), or in danger of being evicted.
The program aids families and individuals through:

Crisis Intervention: Timely and comprehensive screening and assessment of the clients' current situation, access to internal and external on-going support and linkage to

additional services striving to assist people going through crisis and connecting them to programs and/or services that best meet their needs.

Housing Counseling and Assistance: Stabilizing a family's current housing situation, as well as provide individual counseling and assistance for a variety of circumstances to prevent homelessness and help them secure stable housing.
Rapid Re-housing: Connecting families and individuals experiencing homelessness to permanent housing through a tailored package of assistance that may include the use of time-limited financial assistance and targeted supportive services. The services include housing relocation and stabilization services, short or medium-term rental assistance to assist clients living in shelters or in places not meant for human habitation. The main goal is to make homelessness, rare, brief, and a one-time experience.

Street Outreach: Strives to prevent the exploitation of our population's most vulnerable by identifying unaccompanied youth and homeless in our service area and providing them with linkages to services that help them leave the streets.

Currently, Northwest Compass operates 10 apartments that are part of the Permanent Supportive Housing "PSH", Transitional Housing "TH", Youth "YHDP", and Rapid Rehousing (RRH). These programs embrace the "housing first" approach that prioritizes providing housing to the most vulnerable and is guided by the belief that people need basic necessities like shelter and food before seeking a job, or improving budgeting skills. The benefit to these participants is that they can be confident that there is a web of support for them. A caseworker is available to listen, support, and guide our participants as they face and move through life's challenges. Clients in the Housing Programs are assisted with solution focused case management on an as-needed basis, generally in intervals of one hour, which varies in duration depending on the household's needs; these meetings typically occur bi-monthly or as needed. Those clients that qualify for financial assistance for rent or mortgage payment may receive up to one month's assistance.

At the beginning of the pandemic, Northwest Compass piloted a program placing homeless individuals and families in a hotel by providing shelter, food, and case management as well as connection to other housing options.

Northwest Compass is currently working on addressing the homelessness of our youth (ages 18-24). Our HYPE Program (Helping Youth on the Path to Empowerment) focuses on helping the invisible but growing population of youth experiencing homelessness and/or housing instability. To further enhance the work done with unaccompanied youth, beginning with those in high school and upwards to 24 years of age, we started The Suburban Youth Networking Coalition (SYNC). This coalition of community partners (libraries, social services, police department, etc.) exists to support and empower youth through a coordinated effort to increase access to services.

NWC has great working relationships with all local municipalities, villages, and townships, as well as police departments, local school districts, unemployment office, hospitals, other social services providers, faith communities and various stakeholders, State Reps and Cook County Commissioners.

We continue to work closely with the Village of Arlington Heights School Districts as part of our ongoing efforts to reduce homelessness and provide assistance to homeless families within their districts by implementing House Bill 261 which allows schools to use transportation funding towards housing costs.

We will also continue to network with Arlington Heights Village staff by taking referrals and referring clients out for services as needed.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes; we have worked with Des Plaines, Mount Prospect, Schaumburg, Palatine, and Wheeling.

3. Will any funds be used for research and development?

☐ Yes
X☐ No

If so, please specify how funds will be used.

B. Service Area

1. **Describe your organization's service area, listing any municipalities served.**
   Northwest Compass serves the North and Northwest Suburbs of Suburban Cook County. This area includes Barrington Township, Elk Grove Township, Elgin Township, Evanston Township, Hanover Township, Leyden Township, Maine Township, New Trier Township, Niles Township, Northfield Township, Norwood Park Township, Palatine Township, Schaumburg Township, and Wheeling Township.

2. **Does this program serve residents of the Village of Arlington Heights?**

   X☐ Yes
   ☐ No

3. **Describe any additional criteria for your program.**
   There are no criteria for persons seeking housing counseling services and support from our organization. Direct client funding assistance towards rent and mortgage payments depends on the requirements of specific funding sources. All residents of the Village of Arlington Heights who are experiencing a housing crisis or homelessness will qualify for our Housing Program. Participants must reside within the boundaries of the Village of Arlington Heights who fulfill the low-income guidelines used by CDBG, be in danger of being evicted, in a housing crisis, or homeless (as defined by HUD).

4. **What facilities, services, or programs are operated in Arlington Heights?**
   Our location is in Mount Prospect but we regularly serve Arlington Heights residents with housing and supportive services. Individuals from Arlington Heights seeking assistance can walk-in to our office or come to us through referrals from other agencies or call centers.

5. **Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.**
   Northwest Compass is the Lead Agency and the only Walk-in Center in the North Suburbs. We are one of only four walk-in centers in Suburban Cook County for Coordinated Entry (a HUD mandate initiative to coordinate housing and supportive services resources in the Suburban Cook area). All social service agencies receiving HUD and State funding are required to refer clients to an agency such as ours to provide housing assistance. We are the only agency providing street outreach to people experiencing homelessness. Over 85% of phone and in-person contacts we receive are requests for services associated with being able to access the resources needed to stay in their home. Due to higher rent burden, higher cost of living and an increased number of families living in poverty in the suburbs, there is an increased demand for services. We have partnered with the Bridge Youth & Family Services, Harper College, Journeys the Road Home, Wings, The Harbor, Catholic Charities, Center of Concern, Faith Community Homes, and other providers in the Northern Suburbs of Cook County to communicate and prevent service duplication.

   All of these agencies provide limited housing counseling and often place restrictions on services based on length of homelessness, gender, age, and other various limiting factors. We do not restrict eligibility which sets us apart.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

We provide Housing Programs and Services including Permanent Supportive Housing, Rapid Rehousing, Housing Counseling and Navigation, Street Outreach, homelessness diversion and prevention, and a Youth Housing program called HYPE (Helping Youth on a Path to Empowerment). In addition to housing support, we offer wrap-around services that include career services, money management, assistance with applying for mainstream benefits, life skills coaching, clothing vouchers, sharing shelf, and limited legal assistance. Our most frequently used service is our full-scale on-site food pantry providing people with meat, dairy, eggs, fresh fruits and vegetables, baked goods, and non-perishable food items. We also deliver food to several schools in the area so that they can make a food and snack pantry available to students experiencing food insecurity at home.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	6800	350	175
October 1, 2023 – present *(6 months – October through March)*	3200	299	94
October 1, 2022 – September 30, 2023	6700	692	220

3. Please state anticipated cost per client per service for the 2024-25 program year.

We can estimate $150 per client, per service for the 2024-25 program year.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

All our clients are at either a low- or moderate-income level. Anyone who comes to us for assistance will undergo an intake process and will be offered any number of our

services based on their individual needs. Individual needs may include rent or mortgage assistance, an emergency hotel stay, food assistance, and travel vouchers, among others.

5. **If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?**
   Yes, we can assume that we will have new clients from Arlington Heights in the coming year and these individuals will not have previously been served by CDBG funds.

6. **Would this program exist without CDBG funding?**
   (Select one)
   X☐Yes
   ☐ No

D. Staff for Funded Program

1. **Total number of staff employed by organization for this program:**

   a. Full-time 9
   b. Part-time 2
   c. Volunteers 3

2. **Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):**

   Name, Title: Anna Klimkowicz
   Phone Number: 847-392-2344 x 402
   Email Address: aklimkowicz@northwestcompass.org

3. **How long has the staff member identified above been with the organization?**
   12 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
We do not charge clients a fee for services.

2. Describe how client fees are used (if applicable):
N/A

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$	$
ESG Funds	$ 49,714	$ 2,617
HOME Funds	$	$
HOPWA Funds	$	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$	$
State/Local Funds	$ 250,000	$ 13,158
Private Funds	$ 15,000	$ 789
Program Income	$	$
Other Funding United Way	$ 195,421	$ 10,285

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
X☐Yes
☐ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ Not available	$	$ 30,000
Organization or agency's current fiscal year	$ 3,156,554	$ 510,135	$ 4,500
Organization or agency's last fiscal year	$ 2,345,996	$ 360,000	$ 4,500

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$30,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	
Construction/Rehabilitation	$
Other	$
Please specify:	
Total CDBG Request	**$ 30,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

X☐*Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

X☐*Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
The Northwest Compass Mission is to enhance our community by providing emergency services, education, and empowerment which foster personal responsibility for those who are vulnerable or in crisis.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- X☐ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☐ Proposed organization budget for the next fiscal year, including proposed funding sources - Not available.
- X☐ Current organization budget, including proposed funding sources
- X☐ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if an A-133 audit has been required N/A
- X☐ Proof of non-profit determination
- X☐ Organizational chart
- X☐ List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). Not applicable – No fee schedule
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#10 Arlington Heights Park District

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Children At Play**

Project Location: Arlington Heights

CDBG Funding Request: $50,000

Applicant Contact Information

Organization Name Children At Play, Arlington Heights Park District

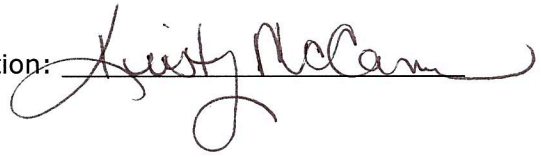
Federal Unique Entity Identifier (UEI) Number 068472794

Head of the Organization (ex. Executive Director)
Name: Kristy McCann

Title: Superintendent of Recreation Programs

Email: kmccann@ahpd.org

Signature of person authorized to submit this application:



Signature Date: 04/26/2024

Printed name: Kristy McCann

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Kristy McCann

Title: Superintendent of Recreation Programs

Mailing Address: 410 N Arlington Heights Rd

City/State/Zip Code: Arlington Heights, IL 60004

Telephone Number: 847-506-7131

Email Address: kmccann@ahpd.org

Organization website: www.ahpd.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

The CAP Before and After School Program provides a safe, recreational program at ten elementary schools within Arlington Heights. The program is a cooperative effort between the Arlington Heights Park District, School Districts 25, 21 and 59 and the Village of Arlington Heights. This recreational based program is held within the elementary schools, as well as two off site locations, and runs the length of the school year for children in kindergarten-5th grade. The CAP program gives children the opportunity to participate in a supervised program which provides a variety of theme-based activities including arts and crafts, sports, large group games, homework/quiet time, passive games, snack and socialization with peers. The program has expanded to include enrichment opportunities for participants by working cooperatively with the Arlington Heights Memorial Library to promote reading and literacy. Other enrichment opportunities include exposing participants to a variety of activities such as drama, fitness programs, nutrition, safety and athletic programming.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

2023 $ 0 – no funding through CDBG
2022 $ 6,275 CAP Program
2021 $9,000 CAP Program
2020 $9,100 CAP Program
2019 $9,113 CAP Program
2018 $5,250 CAP Program
2017 $5,520 CAP Program
2016 $9,550 CAP Program
2015 4,875 CAP Program
2014 4,980 CAP Program
2013 5,000 CAP Program
2012 5,000 CAP Program
2011 5,000 CAP Program
2010 $5,000 CAP Program
2009 $5,000 CAP Program
2008 $1,700 CAP Program

3. Will any funds be used for research and development?

☐ Yes
X No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
The Arlington Heights Park District provides recreation opportunities, facilities and parks for individuals of all abilities in Arlington Heights and surrounding communities.

2. Does this program serve residents of the Village of Arlington Heights?

X Yes
☐ No

3. Describe any additional criteria for your program.
In order to participate in the CAP program, children must be enrolled at one of the ten schools where the CAP program is located: Dryden School, Greenbrier School, Ivy Hill School, Juliette Low School, Olive School, Patton School, Poe School, Riley School, Westgate School and Windsor School. These schools all fall within the Village of Arlington Heights boundaries.

4. What facilities, services, or programs are operated in Arlington Heights?

- **Facilities**:
- 715 Acres of land
- 58 Parks
- 5 Community Centers w/Outdoor Pools
- 1 Community Center w/Indoor Pool
- 2 Tennis Clubs
- 2 Golf Courses
- 1 Driving Range
- Lake Arlington
- Historical Museum
- Senior Center

- **Services**:
- Translation
- Inclusion
- Financial Assistance

- **Programs:**
- CAP
- Tennis
- Golf
- Swimming
- Fests
- Movies in the Park
- Early Childhood
- Youth Programs

- Fitness
- Swim Teams
- Youth Sports
- Camps
- Soccer
- Gymnastics
- Martial Arts
- Dance
- Art
- Senior Programs
- Sailing
- Volleyball
- Historical Programs

5. **Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.**

   No other agencies provide a before and after school program in the schools. However, other child care centers, such as Mother's Touch and KinderCare, also provide before and after school programming within their center and provide their own transportation to/from schools.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Before and after school care, arts & crafts, sports & games, outdoor play, homework time, board & card games, breakfast and snack.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	1200	1150	25
October 1, 2023 – present *(6 months – October through March)*	1171	1091	19
October 1, 2022 – September 30, 2023	1089	1021	14

3. Please state anticipated cost per client per service for the 2024-25 program year.

$3,934

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

The CDBG funds would be used to financially help children and families in Arlington Heights by covering the tuition fees for before and after school childcare through the CAP program.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

The funding could serve around 25-30 total participants in the program; which would be an addition of up to 10 new students depending on which child care options they were enrolled in.

6. Would this program exist without CDBG funding?
(Select one)
X Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 2
b. Part-time 140
c. Volunteers 0

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Kristy McCann, Superintendent of Recreation Programs and Connie Phillips, Registration Clerk

Phone Number: 847-506-7131 & 847-506-7138

Email Address: kmccann@ahpd.org & cphillips@ahpd.org

3. How long has the staff member identified above been with the organization?
5

E. Fees and Funding Sources

1. Describe any client fees collected*.

Participants pay fees based on which plan they register for. Plans vary from 3 to 5 days per week for morning and/or afternoon care. These fees support the direct cost of the program. This program is not funded with any tax dollars that residents pay to the Arlington Heights Park District.

2. Describe how client fees are used (if applicable):

Client fees help support the direct cost of the program.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$	$
ESG Funds	$	$
HOME Funds	$	$
HOPWA Funds	$	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$	$
State/Local Funds	$	$
Private Funds	$	$
Program Income	$2,445,833.09	$2,274,624.77
Other Funding	$	$

4. Does your organization receive more than $750,000 in federal funds per year?

(Select one)

☐ Yes

X No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ 28,715,090	$ 1,948,880	$
Organization or agency's current fiscal year	$ 26,982,640	$ 1,944,716	$
Organization or agency's last fiscal year	$ 25,574,930	$ 1,871,350	$

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 1,096,710
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 852,170
Construction/Rehabilitation	$ 0
Other: Financial Assistance Patrons for CAP	$50,000
Please specify:	
Total CDBG Request	**$ 50,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives.
(The selection should reflect the purpose of your organization's proposed program.)

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

X *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes.
(The selection should reflect the result your organization would like to accomplish.)

X Availability/Accessibility
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

The Arlington Heights Park District enriches the community by providing quality recreation, facilities and fun.

We do this by:

- Ensuring the efficient and effective use of financial resources and Park District assets.
- Providing innovative recreational opportunities and facilities to meet the diverse programming needs of our community.
- Continuing the District's pursuit of being a community, regional, state and national leader.
- Promoting an environment of cooperation, collaboration and teamwork.
- Providing quality internal and external customer-focused service.
- Providing stewardship of our open spaces and natural resources.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☐ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- X Proposed organization budget for the next fiscal year, including proposed funding sources
  https://www.ahpd.org/assets/1/6/2024-2025_Budget_with_Footers___Public_Display_4.12.2024.pdf
- X Current organization budget, including proposed funding sources
  https://www.ahpd.org/assets/1/6/OB2324_Full_Document_with_Footer_and_Hyperlinks_NEW.pdf
- X Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
  https://www.ahpd.org/assets/1/6/23_Final_Audit_-_Arlington_Heights_Park_District.pdf
- ☐ Most recent A-133 audit, if an A-133 audit has been required
- ☐ Proof of non-profit determination
- X Organizational chart (attached)
- X List of Board of Directors
  https://www.ahpd.org/departments/board-of-commissioners/
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#11 Clearbrook

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: Miner CILA Rehabilitation Project

Project Location: Miner Street, Arlington Heights, IL 60005

CDBG Funding Request: $41,656

Applicant Contact Information

Organization Name Clearbrook

Federal Unique Entity Identifier (UEI) Number Y6FBTKA2DMM3

Head of the Organization (ex. Executive Director)
Name: Jessica Smart

Title: President & CEO

Email: JSmart@clearbrook.org

Signature of person authorized to submit this application: Jessica Smart

Signature Date: April 29, 2024

Printed name: Jessica Smart

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Don Frick

Title: Vice President of Operations

Mailing Address: Clearbrook, 1835 W. Central Road

City/State/Zip Code: Arlington Heights, IL 60005-2410

Telephone Number: 847-870-7711

Email Address: DFrick@clearbrook.org

Organization website: https://www.clearbrook.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

The Miner CILA Rehabilitation Project focuses on improving accessibility for the home's residents. The project will allow for the home's kitchen to be fully rehabilitated and for a ramp to be built on the east side of the home. The ramp will allow a resident who is 100% dependent on wheelchair use to access the home's back patio and the outdoors.

Part One: Installation of Concrete Ramp - activities will include: Forming and pouring a 4 x 4 stoop level with the side door threshold. Contractor will pour a new sidewalk/ramp from the stoop and connect it with the public sidewalk and then from the stoop to the back patio. For the project, the contractor will custom fabricate and install approximately 30 LF of ADA compliant handrails for the side walkway/ramp.

Part Two: The existing kitchen will have the following activities completed such that it can be utilized by all of the residents, including those who use mobility devices: The HVAC system will be properly vented over the new range/microwave (purchased by Clearbrook) and out to the roof. The sink drain will be lowered to accommodate a deeper sink. The water lines and shutoff valves for the faucet and dishwasher will be moved. A shutoff valve for the refrigerator will be added as will a new water supply line. The existing cooktop gas line to accommodate the new freestanding oven/range will be reconfigured. The electrical circuits for all of the appliances in the kitchen will be pulled according to code. An outlet that will allow the dishwasher to be physically disconnected will be added.

New drywall will be installed where necessary for the cabinet installation. New cabinets, countertops and backsplash will be installed. The kitchen will be completely painted as well. LVP flooring will be installed as well as new baseboard.

The home on Miner Street is a one story house with four bedrooms, two full bathrooms and is 1,550 square feet. Four women live in the home. They are of extremely low income (<30% AMI), Caucasian, and the age range is 35-72. Two of the residents have problems walking – one uses a wheelchair and another has problems with an abnormal gait. She will hold onto the wall, furniture and sometimes other residents or staff to maintain her balance.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Clearbrook has worked with Arlington Heights, Schaumburg, Hoffman Estates, McHenry, Lake and Cook Counties on projects funded through the use of CDBG funds.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

Not applicable.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Clearbrook provides programs and services to individuals who have intellectual, developmental, and physical disabilities and those with a serious mental illness. The organization serves residents of 16 counties in northern Illinois. In the Chicago Metropolitan Area, the municipalities served by Clearbrook's programs include: Addison, Arlington Heights, Aurora, Bensenville, Berkeley, Broadview, Buffalo Grove, Carpentersville, Chicago, Crystal Lake, Deerfield, Downers Grove, Elk Grove Village, Evanston, Gages Lake, Glenview, Gurnee, Hanover Park, Hoffman Estates, Kankakee, Lake Bluff, Lisle, Maywood, Mt. Prospect, Mettawa, Naperville, Northbrook, Northfield, Oak Park, Palatine, Park Ridge, Plainfield, Prospect Heights, Rolling Meadows, Romeoville, Schaumburg, Skokie, Waukegan, Wheeling and Wilmette.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.

As people with Intellectual and Developmental Disabilities (I/DD) live longer, appropriate housing becomes an even more crucial issue. In addition to physical challenges, disproportionately higher rates of Alzheimer's or dementia have shown to be a unique challenge for individuals with I/DD. The lack of affordable housing in Illinois is of great concern and need. State, county and local strategic and consolidated plans have been developed with this in mind. The long waitlist of those seeking 24/7 residential care and services along with the increasing number of individuals who are homeless, indicates that housing needs for adults with disabilities and those with extremely low incomes are unmet and underfunded. Accompanying this need is a shortage of more specialized housing (e.g., permanent supportive housing, institutional care and subsidized housing) for those residents with extremely low-income, have a diagnosis of Intellectual and Developmental Disabilities (I/DD), and those with a Serious Mental Illness (SMI). As those with I/DD live longer, appropriate and adapted housing becomes even more crucial. Adults with I/DD face a housing crisis with many contributing factors: a serious lack of safe, affordable, accessible and integrated housing and significant housing-related discrimination. Recognition and agreement with the proposition that people with disabilities belong in the community has led to a growing demand for community-based housing. Unfortunately, individuals with disabilities are often among the nation's poorest citizens, posing major barriers to community living and placing many people with I/DD at risk of institutionalization and/or homelessness. CILA residents remain in their home for as long as they wish or are able to do so safely.

Most stay in the same home as originally placed. Friendships develop and bonds between residents form. If they should require medical care or enhanced services, whether it be for a short duration or long stay, they may move from their CILA home into an Intermediate Care Facility at Clearbrook. The primary objective for those who live in a CILA is one of self- advocacy.

4. **What facilities, services, or programs are operated in Arlington Heights?**
   Clearbrook has several CILA homes, a Community Day Services program that focuses activities on helping individuals prepare for community employment. The agency's main office also operates out of Arlington Heights.

5. **Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.**
   Little City Foundation owns and operates CILA homes in the Village of Arlington Heights. Glenkirk and Shelter, Inc. also provide residential services in this area. Despite having multiple providers, the number of individuals seeking services far outnumber the opportunities for placement.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Clearbrook's Community Living/Residential Services Program focuses on the operation of Community Integrated Living Arrangement (CILA), homes (also referred to as group homes), and Intermittent CILA homes. Through the Intermittent CILA Program, the homes are designed to operate with less than the standard 24/7 staff support. This environment is offered to residents who are able to function with greater independence. Program staff provide the level of support residents need. For some, this can mean help with hygiene or other daily living tasks. Others may need help cooking, and some may only need support with managing finances and transportation. Clearbrook supports individuals to live self-directed lives to the greatest extent possible, including participation and involvement in their communities. Direct Support Professional (DSP) staff provide personal care to each resident. All adult residents have Implementation Strategies (i.e., a plan) that details how their lives can be best enhanced per the individual's strengths and sense of meaning. DSPs orient their work around each resident's ISP. The strategies concentrate on specific activities and knowledge including: 1) Independence in Daily Living; 2) Community Integration; 3) Economic Self-Sufficiency; and 4) Self-Administration of Medicine.

Clearbrook's residential services are available to adults with a diagnosis of I/DD and who are 18 years or older. 98% of the individuals Clearbrook serves are Medicaid-eligible (i.e., extremely low income). The Illinois Department of Human Services financially supports most of the residents' needs, but the rate of reimbursement is insufficient to fully fund program services and/or capital improvement projects. Thus, funding from other public and private sources is necessary to provide for essential services. Once an adult moves into a Clearbrook residence they typically live there the rest of their lives.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	4	4	4
October 1, 2023 – present *(6 months – October through March)*	4	4	4
October 1, 2022 – September 30, 2023	4	4	4

3. Please state anticipated cost per client per service for the 2024-25 program year.

Please see attached FY'24 budget for the operations of the Miner CILA home.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. **How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?**
The CDBG funds will be used to provide the residents of the Miner CILA with a safe and supportive environment that is ADA accessible.

5. **If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?**
Yes, this project serves the residents of the Miner CILA home. Previously, the projects have worked to address capital infrastructure needs at other CILA homes in Arlington Heights.

6. **Would this program exist without CDBG funding?**
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

1. **Total number of staff employed by organization for this program:**

a. Full-time 6
b. Part-time 0
c. Volunteers As needed

2. **Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):**

Name, Title: Don Frick
Phone Number: 847-870-7711
Email Address: DFrick@clearbrook.org

3. **How long has the staff member identified above been with the organization?**
Don Frick has been with Clearbrook for over 30 years.

E. Fees and Funding Sources

1. Describe any client fees collected*.

The majority of the individuals served by Clearbrook are of extremely low income and are Medicaid eligible. If they are not eligible or choose to not receive Medicaid, Clearbrook has discounted fees for participation in Community Day Services and transportation if needed to participate. A copy of Clearbrook's Contract for Community Day Services is attached to this application.

2. Describe how client fees are used (if applicable):

Client fees would not be used for this project. The project will focus on rehabilitation of the kitchen and adding an exterior ramp to the home.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds (FY'25 estimated program support, services and minor capital improvements)	$ 655,405	$ 655,405
Private Funds	$ 0	$ 0
Program Income (FY'25 estimated program support and services)	$ 80,985	$ 80,985
Other Funding	$ 0	$ 0

4. Does your organization receive more than $750,000 in federal funds per year?

(Select one)

☒ Yes
☐ No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	Not yet available	Not yet available	Not yet available
Organization or agency's current fiscal year	$ 68,054,943	$438,644.57	$438,644.57
Organization or agency's last fiscal year	$ 68,978,949	$444,600.20	$444,600.20

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 41,656
Other	$ o
Please specify: Not applicable	
Total CDBG Request	**$ 41,656**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☒ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

For more than six decades, Clearbrook has been providing top-quality programming and services to children and adults with a variety of disabilities. We offer personalized children's, adult day, employment, residential, and clinical services at more than 80 locations throughout northern Illinois. In addition, Clearbrook is the largest provider of home-based services in the state of Illinois.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☐ Proposed organization budget for the next fiscal year, including proposed funding sources. ***The FY'25 budget is not yet available. A copy will be provided when it has been approved by Clearbrook's Board of Directors.***
- ☒ Current organization budget, including proposed funding sources
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☒ Most recent A-133 audit, if an A-133 audit has been required
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ List of Board of Directors
- ☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- ☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) Contract for Community Day Services, Photos of areas of home needing rehabilitation, professional estimates to complete the work contained in the project description.

Construction/Rehabilitation Applications Only:

- ☒ Proposed construction/rehabilitation schedule by month*.

  Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

- ☒ Cost and Design Assistance Estimates

  All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

  Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#12 Little City Foundation

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service:
Little City Foundation Euclid CILA Renovations

Project Location: West Euclid Avenue, Arlington Heights, IL

CDBG Funding Request: $29,048.06

Applicant Contact Information

Organization Name Little City Foundation

Federal Unique Entity Identifier (UEI) Number 36-2434562

Head of the Organization (ex. Executive Director)
Name: Rich Bobby

Title: CEO

Email: rbobby@littlecity.org

Signature of person authorized to submit this application:

Signature Date: April 30, 2024

Printed name: Paul Cusimano

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Paul Cusimano

Title: Director of Grants Management

Mailing Address: 1610 Colonial Parkway

City/State/Zip Code: Inverness, IL 60067

Telephone Number: 847-221-7713

Email Address: pcusimano@littlecity.org

Organization website: www.littlecity.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

Little City Foundation respectfully requests $29,048.36 towards the total capital budget of $34,048.36 to perform renovations on the Community Integrated Living Arrangement (CILA) group home at West Euclid Avenue, Arlington Heights. Little City will also provide staffing and project management costs in support of the project. The Euclid CILA is home to five women with moderate to severe intellectual and developmental disabilities. These residents of Arlington Heights receive 24-hour support form Little City. The main goal of the project is to improve the outdoor environment and safety of the home and increase recreational activities, focusing on exterior renovations:

- 5' Cedar Exterior Fence installation
- Tree trimming and bush removal to facilitate fence installation
- Fence permit fees
- Fence Sealing/Weatherproofing
- Sport Court/Basketball Hoop Installation

The women who live in the Euclid home have a potentially amazing backyard space that is underutilized for safety reasons. As the CILA is on a very busy, four-lane street, enclosing the space will allow them to feel and sense of privacy and empower them to use nature and physical activities to self-regulate and support each other. We all crave an outdoor space—particularly as the springtime comes to the area—and the therapeutic benefits to those with I/DD can be substantial. It will also provide a space for improved interaction and communication among peers and staff, helping residents to grow social skills safely.

Additionally, Little City would like to install a sport court with a basketball hoop structure in the backyard. For residents of the Euclid home, this would be especially exciting: one of the residents is a member of the Team Little City Special Olympics Basketball, which competes throughout the year at the state level. Aside from benefiting this one individual, all residents and guests of the CILA home would benefit; people with I/DD are up to four times less likely to meet physical activity guidelines, usually suffer from lower cardiovascular and muscular fitness, and often do not have access to specialized workout equipment. Yet, like you and me, people with I/DD are often motivated by the ability to do things on their own—and the ability to play basketball at their own home can be an exciting new part of their life.

Sports and recreation have long been programs at Little City that have helped develop confidence, grow skills & abilities, and provide opportunities for people with disabilities to experience joy and friendship. It is our hope that the city of Arlington Heights can help foster this through a gift that will help our Little City clients develop their social skills, grow their confidence, increase their sense of self-purpose, and challenge their limits.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes, Little City has received CDBG funding in the past. Little City has worked with Schaumburg, Arlington Heights, Grayslake, Hanover Park, Palatine, and Waukegan. 2019 funding from Arlington Heights allowed for interior renovations to the Euclid CILA. Arlington Heights invested in the Euclid CILA in 2019/2020 for interior renovations.

3. Will any funds be used for research and development?

☐ Yes
X No

If so, please specify how funds will be used.
n/a

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Little City Foundation serves 1000 individuals each day, along with their families, in northeastern Illinois, predominantly in Cook, DuPage, Lake, McHenry, and Will Counties. Residents from across the state are welcome at Little City. At the core is our 56-acre campus in Palatine that includes choices of housing, education, and training opportunities such as a new Horticulture Center and the Center for the Arts. Additional residential and program facilities throughout Chicagoland include 15 Community Integrated Living Arrangements (CILAs), a living arrangement for adults with developmental disabilities in a group home. Two of these CILAs, the Euclid Home and the Raliegh Home, are in Arlington Heights; others are located in Palatine, Streamwood, Roselle, Hoffman Estates, Schaumburg, Streamwood, and Hanover Park. Two additional day service facilities are in Schaumburg and Grayslake. Little City Foster Care & Adoption placement offices are in Chicago, Matteson, and Joliet. Executive offices are in Inverness.

Clients served include residents of these communities as well as Algonquin, Antioch, Aurora, Barrington, Bartlett, Beach park, Berkeley, Bloomingdale, Bolingbrook, Bridgeview, Buffalo Grove, Calumet City, Calumet Park, Carol Stream, Carpentersville, Cary, Chicago, Country Hills, Crystal Lake, Des Plaines, Elgin, Elk Grove, Elmhurst, Fox River Grove, Gurnee, Highland Park, Lake Forest, Lake Villa, Lake Zurich, Libertyville, Lombard, Long Grove, McHenry, Mount Prospect, Mundelein, Park Ridge, Prospect Heights, Rolling Meadows, Round Lake Beach, Streamwood, Vernon Hills, Wauconda, and Waukegan.

2. Does this program serve residents of the Village of Arlington Heights?

X Yes
☐ No

3. Describe any additional criteria for your program.

Little City's service population will, by definition, require lifelong medical, social, and behavioral care. While the needs of individuals we serve vary, all require support to live

safely and thrive within the community. Our residential, home-based, and community day services often are the only resource families can rely upon to support their loved ones. Our school, recreational, and day programs provide learning experiences for children and adults tailored to the individual, and our employment training programs provide workers for local employers while helping our participants to become more self-sufficient, gaining a sense of positive self-worth.

How one treats and acts around people with I/DD is an important gauge of our willingness and ability to be inclusive and compassionate members of our society. Traditionally, those struggling with I/DD have been isolated and, for many, these individuals have been seen as an embarrassment. Little City knows those with I/DD are, in fact, people just like you and me—with skills, goals, and dreams that make our community the diverse and exciting place it can be. We also know that many without I/DD don't understand how to interact with those who are different than they are.

By maintaining CILAs for adults and elderly with I/DD and providing supportive, 24-hour services, participants can live, thrive, and age in place as active and contributing members of their community.

4. **What facilities, services, or programs are operated in Arlington Heights?**
Two Little City CILAs are located Arlington Heights: the Raliegh Home, North Raliegh, and the Euclid Home, West Euclid. Both provide a safe, therapeutic group home environment where adults with I/DD can thrive within the community. Each group home has Little City staff 24/7 supporting residents who also benefit from daily transportation to Little City Day service sites and for educational and social activities.

The successes of the programming at Little City CILA's is best told by a client story: Katie came to Little City in May of 2023 after aging out of her previous program when she turned 22. The transition from children to adult day programming can be overwhelming and intimidating for people with autism and other disabilities, especially when it means going to a new place with all new people. That was the case for Katie.

"When I first met Katie she was one of the most shy people I had worked with," said Judy Martinez, Katie's case worker. "She would whisper so softly you couldn't understand her. And because she felt she wasn't being heard, she would run out of rooms and hide and get upset."

But where she felt overwhelmed at first, at a Little City CILA, she became quick friends with the women who were closer in age and active in many Little City programs. Katie and her housemates quickly bonded, in part through using one of Little City's lesser-known programs that has the mental health coordinator lead weekly group talks in the home.

Judy said Katie's comfort at home – especially with her friend Ola –helped her make major strides. Today, Katie not only is comfortable around others and participating in events, but she is also actively advocating for herself and speaking up about the activities and interests she wants to pursue.

For individuals like Katie, an autism diagnosis can challenge and limit their way of life, but because of Little City's support of Katie, she is thriving and working her way towards great achievement – helping her and so many others to unlock their full potential and find a fit for a lifetime.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
Similar agencies in the northwest suburbs with whom Little City partners include Clearbrook, located in Arlington Heights; Ray Graham Association, based in Lisle; Trinity Services, based in New Lenox; and Misericordia, based in Chicago. Each serve a similar population with slightly different strengths. For example, Little City has children's group homes on campus in Palatine while Trinity, Misericordia, and Ray Graham focus primarily on adults. As there are far more clients than available services across the area, Little City works with these partners on referrals to ensure as many participants can benefit as possible without duplication of services. In transportation of clients from homes to services, Little City is also working with Clearbrook and the Regional Transportation Authority (RTA) to ensure there is not duplication of transportation efforts, and each client reaches the site that can best meet their needs.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Services to those living at the Euclid Home aim to provide active, purposeful, quality programs and services for individuals with autism and intellectual and developmental disabilities (IDD) across all stages of life, in the life domains of: 1) community living; 2) daily living and employment; 3) social and spiritual growth; 4) healthy living; 5) safety and security; and 6) citizenship and advocacy through the provision of services and supports to support the whole person and maximize quality of life. Residents at CILA homes are grouped according to commonalities such as age and level of independent living skills, while minimizing the need for residents to move between CILAs and otherwise supporting the needs of aging residents. Little City ensures CILA homes incorporate universal design components and the highest possible degree of ADA compliance to arrange residential placements with sensitivity to the needs of the residents served. Residents safely age in place with 24/7 staff support, meals, and transportation to Little City service centers including those the Little City campus and other Little City service sites, and to community resources.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	5	5	5
October 1, 2023 – present *(6 months – October through March)*	5	5	0
October 1, 2022 – September 30, 2023	6	6	0

3. Please state anticipated cost per client per service for the 2024-25 program year.

Little City's FY25 Budget, July 1, 2024-June 30, 2025, is currently in development. Little City anticipates a similar budget to FY24, when the average cost per client at the Euclid CILA is $109,630.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

All of the Little City Euclid Arlington Heights residents are low-income. Without Little City, they would have no place to spend their days that can meet their unique and individual needs and would not have the safe and therapeutic CILA living arrangement. Recreational options such as the basketball court—supported by creating a safe environment through fencing and site preparation—is a critical component in helping to meet the needs of Little City's participants. Funds would further enhance the Euclid CILA for now and in the future.

Little City will support the CDBG request with $5,000 in capital funds and will cover all staff and project management costs for the work.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Residents of the Euclid CILA were also supported by previous CDBG funds in 2019 for internal renovations. With this project, current and future residents would have a new resource in the backyard. In constructing the fence and providing tree and bush trimming, the entire community would also benefit from increased beautification of lot.

6. Would this program exist without CDBG funding?

(Select one)

X Yes

☐ No

The Euclid home would still exist; however, the project we propose to both beautify the Euclid CILA and provide therapeutic and independent benefits from having free access to a previously underutilized space will not happen.

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 8

b. Part-time 3

c. Volunteers 3

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Paul Cusimano, Director of Grant Management

Phone Number: 847-221-7713

Email Address: pcusimano@littlecity.org

3. How long has the staff member identified above been with the organization?
Two months.

E. Fees and Funding Sources

1. Describe any client fees collected*.
No client fees are collected.

2. Describe how client fees are used (if applicable):
n/a

** Any client fees collected must be used for program costs.*

4. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

These figures represent the Euclid operating budget without new CDBG funds:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	0
ESG Funds	0	0
HOME Funds	0	0
HOPWA Funds	0	0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 62,881	$ 62,881

State/Local Funds	$ 540,317	$ 540,317
Private Funds	$ 0	0
Program Income	$ 0	0
Other Funding Cost Recovery	$ 12	$ 12

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☐ Yes
X No

F. Budget

1. Please complete the following table:

~~Program~~ Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ n/a	n/a	n/a
Organization or agency's current fiscal year	$ 50,537,938	$ 548,150	$ 24,221
Organization or agency's last fiscal year	$ 46,299,127	$ 572,371	$ 0

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 27,648.36
Other	$ 1,400.00
Please specify: Fence Permit Fees and Contingency	
Total CDBG Request	**$ 29,048.36**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

A breakout of the $32,048.36 for construction costs is as follows:

Euclid CILA	Descriptions	Cost
Fence solutions	5' Cedar Fence 378'	$12,466.00
Chino Landscaping	Trimming and bush removal	$1,750.00
Sport Court	Basketball Court 20-25	$16,932.36
Fence Permit Fees	Fence Permit	$400.00
Fence Seal LCF	Sealing	$1,500.00
Contingency		$1,000.00
	Total	$34,048.36

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

X *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

X *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service

to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
Little City's mission is to serve children and adults with intellectual and developmental disabilities (I/DD) by providing the best options and opportunities to live safely, learn continuously, explore creatively, and work productively throughout their lifetime.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- X Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☐ Proposed organization budget for the next fiscal year, including proposed funding sources:
  FY25, July 1, 2024 through June 30, 2025, is current in development and can be provided when it is available and approved by the Board of Directors.
- X Current organization budget, including proposed funding sources
- X Most recent audit (one hard copy, electronic copy or web address where the audit can be found only) FY23 Preliminary Audit is available
- ☐ Most recent A-133 audit, if an A-133 audit has been required
  No A-1343 Audit is required
- X Proof of non-profit determination
- X Organizational chart
- X List of Board of Directors
- ☐ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
  There are no fees for this program.
- X The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)
  Recent Organization Impact Report

Construction/Rehabilitation Applications Only:

X Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

X Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#13 Shelter, Inc.

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: TLP Home Tuckpointing

Project Location: East Valley Lane Arlington Heights, IL 60004

CDBG Funding Request: $5,250

Applicant Contact Information

Organization Name Shelter, Inc.

Federal Unique Entity Identifier (UEI) Number 23-7399596

Head of the Organization (ex. Executive Director)
Name: Carina Santa Maria

Title: Executive Director

Email: Csantamaria@shelter-inc.org

Signature of person authorized to submit this application:

Signature Date: 4/25/2024

Printed name: Carina M. Santa Maria

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Xochitl Soto

Title: Grants Manager

Mailing Address: 1616 N Arlington Heights Rd., Suite 203

City/State/Zip Code: Arlington Heights, IL 60004

Telephone Number: (847) 595-0174

Email Address: xsoto@shelterinc.org

Organization website: shelter-inc.org

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

For male youth ages 17 – 21 who homeless and aging out of the child welfare system, our Transitional Living Program (TLP) offers the support and sanctuary necessary for a transition to successful, sustainable, and healthy independent adulthood. Youth often come to TLP lacking the basic life skills that we take for granted like budgeting, applying for jobs, work ethics, grocery shopping, cooking, or even how to do laundry. TLP teaches these and other vital foundational lessons. TLP residents are expected to meet certain personal responsibility milestones on the road to independence. Shelter's qualified and state-accredited staff closely monitors all participants and provides support services and guidance over goal attainment. Support services target secondary and post-secondary education, job training, stable employment, permanent connections, and social and emotional well-being. Additionally, youth are provided with mental and behavioral health services important for breaking cycles of adversities and building the self-esteem necessary for independence. TLP residents are part of the fabric of the community. They attend local schools and are active members of the workforce as servers, store clerks, grocery workers, and more. TLP is effective in part because of strong accountability and personal responsibility measures. Case workers assist youth with obtaining and sustaining benefits including SSI, SSDI, and TANF. In most cases, this is the last opportunity for these young adults to learn healthy choices, resist gangs, crime, and drugs while living off the streets, and to build productive lives with promising futures.

Our TLP is licensed through the Illinois Department of Children and Family Services and is one of only 23 programs of its kind in the state but the only program of its kind in our area. This residence is a home-like setting to foster a home-like and family environment. Currently, three bedrooms accommodate two beds in each room. This home is a duplex located at East Valley Lane in Arlington Heights.

Since 2022 this property has successfully undergone many improvements to ensure the safety and integrity of the building. This year we are grateful for the opportunity to request funding to support the tuckpointing necessary to repair the brick and mortar above the garage and below the roof at the front of the property that is currently deteriorating, cracked, and split. The estimated costs to replace the damage with new brick is $5,250. A quote from Olsen Tuckpointing Company is attached.

All work is estimated to be completed within 5-6 business days upon grant and project approval. Representatives of the Village of Arlington Heights are invited and encouraged to make an appointment to tour the property.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

Yes. Shelter has been involved with Arlington Heights CDBG and Palatine CDBG.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.

Shelter services the counties of Cook, Lake, McHenry, and DuPage. The municipalities included in this area are:

Arlington Heights
Barrington
Barrington Hills
Bartlett
Buffalo Grove
Carpentersville
Des Plaines
Elgin
Elk Grove Village
Glenview
Half Day
Hanover Park
Indian Creek
Inverness
Lake Barrington
Lake Forest
Lincolnshire
Long Grove
Mettawa
Morton Grove
Mount Prospect
Mundelein
Niles
North Barrington
Northbrook
Palatine
Park Ridge
Prairie View
Prospect Heights
Riverwoods
Rolling Meadows
Roselle
Rosemont
Schaumburg
South Barrington
Streamwood
Tower Lakes
Vernon Hills
Wheeling
Chicago

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.
All residents must be in the care of the Illinois Department of Children and Family Services (DCFS) Foster Care.

4. What facilities, services, or programs are operated in Arlington Heights?
The Transitional Living Program (TLP) residence is located in Arlington Heights.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.
No. There are no other agencies in the same service area that provide the same service.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):
Shelter
Counseling
Case management

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	12*	12*	12*
October 1, 2023 – present *(6 months – October through March)*	8	8	8
October 1, 2022 – September 30, 2023	8	8	8

*Pending approval of revised *Special Use Permit* by VAH Board of trustees

3. Please state anticipated cost per client per service for the 2024-25 program year.
$673.25

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?
CDBG funds will be used to make repairs to meet safety standards, Arlington Heights code requirements, and maintain the structural integrity of the home, ensuring Shelter upholds our mission of providing a safe, healthy, and nurturing environment.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?
Funds will be used to maintain the current level of residents being served.

6. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 5

b. Part-time 4

c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Caitlyn Lierman, Residential Director

Phone Number: 847-255-8060

Email Address: clierman@shelter-inc.org

3. How long has the staff member identified above been with the organization?
12 Years.

E. Fees and Funding Sources

1. Describe any client fees collected*.
Not applicable.

2. Describe how client fees are used (if applicable):
Not applicable.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$	$
ESG Funds	$	$
HOME Funds	$	$
HOPWA Funds	$	$

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$	$
State/Local Funds	$ 736,600**	$ 736,600**
Private Funds	$	$
Program Income	$	$
Other Funding	$	$

**Funds are from DCFS and are exclusively for program costs.

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☐ Yes
☒ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ TBD	TBD	TBD
Organization or agency's current fiscal year	$ 5,012,679.17	$ 736,600	$ 38,340
Organization or agency's last fiscal year	$ 4,168,034.31	$ 604,582	$ 19,670

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$
Construction/Rehabilitation	$ 5,250
Other	$
Please specify:	
Total CDBG Request	**$ 5,250**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☒ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
Our mission is to end the cycle of child abuse by providing a comprehensive network of support to children, their families, and our community to create safe, healthy, and nurturing homes.

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☑ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)*
- ☑ Proposed organization budget for the next fiscal year, including proposed funding sources
- ☑ Current organization budget, including proposed funding sources
- ☑ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- ☒ Most recent A-133 audit, if an A-133 audit has been required NA
- ☑ Proof of non-profit determination
- ☑ Organizational chart
- ☑ List of Board of Directors
- ☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). NA
- ☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe)

Construction/Rehabilitation Applications Only:

☑ Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☑ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids.

#14 VAH Group Home Rehab Program

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Group Home Rehabilitation Program**

Project Location: 33 S Arlington Heights Rd., Arlington Heights, IL 60005

CDBG Funding Request: $170,000

Applicant Contact Information

Organization Name Village of Arlington Heights

Federal Unique Entity Identifier (UEI) Number: SA2FJCC7CXS2

Head of the Organization (ex. Executive Director)
Name: Charles Witherington-Perkins

Title: Director of Planning and Community Development

Email: cperkins@vah.com

Signature of person authorized to submit this application: *Charles Witherington-Perkins*

Signature Date: April 22, 2024

Printed name: Charles Witherington-Perkins

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Nora Boyer

Title: Housing Planner

Mailing Address: 33 S Arlington Heights Road

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Email Address: nboyer@vah.com

Organization website: www.vah.com

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

This program involves making renovations to group homes for the benefit of special needs residents. Priority is given to the correction of Village Code deficiencies and accessibility items. The group homes are owned by nonprofit agencies that must, in accordance with HUD regulations, continue to use the homes for CDBG-eligible purposes for a minimum of 5 years after the closeout of the grants for the improvements.

On May 15, 2024, the Housing Commission made a unanimous recommendation to the Village Board that, at a minimum, the Group Home Rehab program be funded at the level funded for the 2023/2024 year which was $115,000.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

The Village has been an entitlement grantee recipient of CDBG funds since 1978. The past few years, allocations have been made for the Group Home Rehab Program as follows:

2018-2019: $72,037
2019-2020: $90,860
2020-2021: $25,000
2021-2022: $115,000
2022-2023: $68,240
2023-2024: $115,000

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
This program is offered for the improvement of group homes throughout the Village.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.

Residents of the group homes must meet the CDBG/HUD income eligibility requirements or be presumed to be low or moderate-income due to severe disability or other reason as permitted by HUD regulation.

4. What facilities, services, or programs are operated in Arlington Heights?

Several nonprofit organizations own group homes in Arlington Heights. These agencies maintain their properties on an on-going basis. CDBG funds are used for the necessary, periodic replacements of components to the homes such as roofs, furnaces, etc. or to make the homes more accessible. Renovation funds may from time-to-time be available to the nonprofit agencies from other sources. The agencies sometimes provide matching funds to Village CDBG grants.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

Several nonprofit agencies own group homes in Arlington Heights. However, the need exceeds the supply.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Residential group homes.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Households Served	Total Arlington Heights Households Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2024 – September 30, 2025 (proposed)	3	3	3
October 1, 2023 – present Underway for Completed *(6 months – October through March)*	7	7	7
October 1, 2022 – September 30, 2023	4	4	4

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

3. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

Funds would be used to contribute to safe, affordable, healthy, accessible, and stable housing for the group home residents.

4. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Funds may be used to serve both residents of group homes that have or have not been previously benefitted from improvements paid for by the Village's CDBG program.

5. Would this program exist without CDBG funding?
(Select one)
☐ Yes
☒ No

D. Staff for Funded Program:

1. Total number of staff employed by organization for this program:

a. Full-time 2
b. Part-time
c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Nora Boyer, Housing Planner
Phone Number: 847-368-5214
Email Address: nboyer@vah.com

3. How long has the staff member identified above been with the organization?

29 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
None

2. Describe how client fees are used (if applicable):

Not applicable

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds	$ 0	$ 0
Private Funds	$ 0	$ 0
Program Income	$ 0	$ 0
Other Funding: **Agencies may provide matching funds**	$ unknown	$ unknown

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☒ Yes – in some years
☐ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ not available	$ 170,000	$ 170,000
Organization or agency's current fiscal year (budgeted expenditures)	$ 231,000,000	$115,000	$ 115,000
Organization or agency's last fiscal year (budgeted expenditures	$ 221,000,000	$68,400	$68,400

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 170,000
Other	$
Please specify:	
Total CDBG Request	**$ 170,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☒ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☒ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

See: https://www.vah.com/government/index.php

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)* **Not applicable**

☒ Proposed organization budget for the next fiscal year, including proposed funding sources **2025 Village budget is not prepared yet**

☒ Current organization budget, including proposed funding sources https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only) https://cms2.revize.com/revize/arlington/Departments/Finance/Budgets%20&%20Financial%20Reports/Comprehensive%20Annual%20Financial%20Reports/22%20Final%20Audit%20-%20VO%20Arlington%20Hts.pdf

☒ Most recent A-133 audit, if an A-133 audit has been required **Provided (latest) for year ended December 31, 2022.**

☒ Proof of non-profit determination **municipal government**

☒ Organizational chart See organizational chart in: https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ List of Board of Directors See Village Board information: https://www.vah.com/government/village_board.php

☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). **Not applicable**

☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) **none**

Construction/Rehabilitation Applications Only:

☒ Proposed construction/rehabilitation schedule by month*****.

There may be multiple, simultaneous projects. Efforts are made to complete all projects begun during the program year before the end of that program year.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☒ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Projects have not yet been identified. Therefore, there are no cost estimates. *Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.*

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#15 VAH Single-Family Rehab Loan Program

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Single-Family Rehabilitation Loan Program**

Project Location: 33 S Arlington Heights Rd., Arlington Heights, IL 60005

CDBG Funding Request: $100,000

Applicant Contact Information

Organization Name Village of Arlington Heights

Federal Unique Entity Identifier (UEI) Number: SA2FJCC7CXS2

Head of the Organization (ex. Executive Director)
Name: Charles Witherington-Perkins

Title: Director of Planning and Community Development

Email: cperkins@vah.com

Signature of person authorized to submit this application: *Charles Witherington-Perkins*

Signature Date: April 22, 2024

Printed name: Charles Witherington-Perkins

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Nora Boyer

Title: Housing Planner

Mailing Address: 33 S Arlington Heights Road

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Email Address: nboyer@vah.com

Organization website: www.vah.com

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

This program provides 0% interest, deferred home rehab loans to low and moderate-income Arlington Heights homeowners. Priorities for repairs are code deficiencies and accessibility improvements when needed by the homeowners. The loans are secured against the property by a loan agreement recorded against the property at the Office of the Cook County Recorder of Deeds. Loans are repaid when the homeowners cease to be the full-time owner-occupant of the home, which is normally at the time of the sale of the home. Repayments are program income to the Village's CDBG program and are reallocated to CDBG-funded projects.

The number of applications to this program decreased during the Covid19 period but increased during the 2023/2024 program year.

On May 15, 2024, the Housing Commission made a unanimous recommendation to the Village Board that, at a minimum, the Single-Family Rehab Loan program be funded at the level funded for the 2023/2024 year which was $57,439.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

The Village has been an entitlement grantee recipient of CDBG funds since 1978 and has administered the Single-Family Rehab Program since 1978. The total amount of funds lent to date is approximately $5 millions of which approximately $3 million has been repaid.

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
This program is offered Village-wide.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.

Homeowners must be current on their property taxes, other financial obligations to the Village (ex. water bills), and mortgage payments (if any).

4. What facilities, services, or programs are operated in Arlington Heights?

See www.vah.com.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

From time to time, home rehab programs are offered by Cook County or non-profit agencies such as the Northwest Housing Partnership. When other programs are available, homeowners are made aware of those programs so that they may choose the program that is best suited for their needs.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

This is exclusively a owner-occupied, single-family rehab loan program. There are not additional services under this program.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Households Served	**Total Arlington Heights Households Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	2	2	2
October 1, 2023 – present Underway for Completed *(6 months – October through March)*	2	2	2
October 1, 2022 – September 30, 2023	1	1	1

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

3. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

Funds would be used to assist both clients who have and have not participated in the Single-Family Rehab Program before. The maximum loan per house is $25,000. Therefore, if a homeowner has an existing Single-Family Rehab loan that is below $25,000, the homeowner may be eligible for an additional loan with all loans not to exceed $25,000.

4. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Funds may be used to serve both residents that have and have not been previously serviced using CDBG funds.

5. Would this program exist without CDBG funding?
(Select one)
☐ Yes
☒ No

D. Staff for Funded Program:

1. Total number of staff employed by organization for this program:

a. Full-time 2
b. Part-time
c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Nora Boyer, Housing Planner
Phone Number: 847-368-5214
Email Address: nboyer@vah.com

3. How long has the staff member identified above been with the organization?

29 years

E. Fees and Funding Sources

1. Describe any client fees collected*.

A $100 administrative fee is collected for each loan that is used to record the loan document.

2. Describe how client fees are used (if applicable):

See above.

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds	$ 0	$ 0
Private Funds	$ 0	$ 0
Program Income	$ 0	$ 0
Other Funding:	$ 0	$ 0

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)

☒ Yes – in some years
☐ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ not available	$ 100,000	$ 100,000
Organization or agency's current fiscal year (budgeted expenditures)	$ 231,000,000	$115,000	$ 115,000
Organization or agency's last fiscal year (budgeted expenditures	$ 221,000,000	$68,400	$68,400

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 100,000
Other	$
Please specify:	
Total CDBG Request	**$ 100,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☒ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☒ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):

See: https://www.vah.com/government/index.php

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)* **Not applicable**

☒ Proposed organization budget for the next fiscal year, including proposed funding sources **2025 budget is not prepared yet**

☒ Current organization budget, including proposed funding sources https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only) https://cms2.revize.com/revize/arlington/Departments/Finance/Budgets%20&%20Financial%20Reports/Comprehensive%20Annual%20Financial%20Reports/22%20Final%20Audit%20-%20VO%20Arlington%20Hts.pdf

☒ Most recent A-133 audit, if an A-133 audit has been required **Provided (latest) for year ended December 31, 2022.**

☒ Proof of non-profit determination **municipal government**

☒ Organizational chart See organizational chart in: https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ List of Board of Directors See Village Board information: https://www.vah.com/government/village_board.php

☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). **$100 recording fee is charged per loan.**

☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) **None**

Construction/Rehabilitation Applications Only:

☒ Proposed construction/rehabilitation schedule by month*****.

There may be multiple, simultaneous projects. Efforts are made to complete all projects begun during the program year before the end of that program year.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☒ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Projects have not yet been identified. Therefore, there are no cost estimates. *Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.*

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

#16 VAH Infrastructure Street Resurfacing

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Infrastructure – Street Resurfacing Program**

Project Location: 33 S Arlington Heights Rd., Arlington Heights, IL 60005

CDBG Funding Request: $150,000

Applicant Contact Information

Organization Name Village of Arlington Heights

Federal Unique Entity Identifier (UEI) Number SA2FJCC7CXS2

Head of the Organization (ex. Executive Director)

Name: Cris Papierniak

Title: Director of Public Works

Email: cpapierniak@vah.com

Signature of person authorized to submit this application: *Cris Papierniak*

Signature Date: April 22, 2024

Printed name: Cris Papierniak

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Nora Boyer

Title: Housing Planner

Mailing Address: 33 S Arlington Heights Road

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Email Address: nboyer@vah.com

Organization website: www.vah.com

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

CDBG funds are requested for infrastructure improvements in HUD-designated low/moderate-income Census Block Groups in the Village. These improvements would include street and sidewalk resurfacing and replacement and/or accessibility improvements in eligible areas.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

The following allocations have been made since 2018 for infrastructure/street resurfacing projects:

2018-2019	$150,000
2019-2020	$192,800
2020-2021	$150,000
2021-2022	$150,000
2022-2023	$150,000
2023-2024	$150,000 ($25,000 of the originally allocated funds were re-allocated the Single-Family Rehab Program due to emergency home repair requests)

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. **Describe your organization's service area, listing any municipalities served.**
   The Village operates the CDBG program for the benefit of the residents of the Village of Arlington Heights. Infrastructure improvements would only take place within HUD-designated low/moderate-income areas of the Village. Eligibility improvements may be made in any public location in the Village.

2. **Does this program serve residents of the Village of Arlington Heights?**

   ☒ Yes
   ☐ No

3. **Describe any additional criteria for your program.**
   The Village complies with the federal requirements of the CDBG program at 24 CFR 570.

4. **What facilities, services, or programs are operated in Arlington Heights?**
   See www.vah.com

5. **Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.**
   No

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Persons Served	**Total Arlington Heights Residents Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	TBD	TBD	TBD
October 1, 2023 – present *(6 months – October through March)*	3,355	3,355	3,355
October 1, 2022 – September 30, 2023	800	800	800

3. Please state anticipated cost per client per service for the 2024-25 program year.

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

4. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?
CDBG funds would be used for infrastructure improvements for the benefit of residents livng in HUD-designated low/moderate income areas or persons with disabilities throughout the Village.

5. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?
Areas not previously improved with CDBG funds would benefit from the 2024/2025 CDBG funding.

6. Would this program exist without CDBG funding?

(Select one)

☒ Yes

☐ No

D. Staff for Funded Program

1. Total number of staff employed by organization for this program:

a. Full-time 4

b. Part-time

c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Nora Boyer, Housing Planner

Phone Number: 847-368-5200

Email Address: nboyer@vah.com

3. How long has the staff member identified above been with the organization?
29 years

E. Fees and Funding Sources

1. Describe any client fees collected*.
None

2. Describe how client fees are used (if applicable):
NA

** Any client fees collected must be used for program costs.*

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds	TBD*	All
Private Funds	$ 0	$ 0
Program Income	$ 0	$ 0
Other Funding	$ 0	$ 0

*Will be determined through competitive bidding process. Project site has not been finalized.

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)
☒ Yes (in some years)
☐ No

F. Budget

1. Please complete the following table:

Fiscal Year	Organization Total Budget	Overall Program Budget	Arlington Heights CDBG Portion of Budget
Organization or agency's next fiscal year, if available	$ Not available	$ TBD	$ 150,000
Organization or agency's current fiscal year	$ 231,000,000	$ 125,000	$ 125,000
Organization or agency's last fiscal year	$ 221,000,000	$ 150,000	150,000

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$
Construction/Rehabilitation	$ 150,000
Other	$
Please specify:	
Total CDBG Request	**$ 150,000**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☒ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☒ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

H. Other Information

1. Mission Statement for your organization (may be attached):
See: https://www.vah.com/government/index.php

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

- ☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)* **Not applicable**
- ☒ Proposed organization budget for the next fiscal year, including proposed funding sources **2025 Village budget is not yet available**
- ☒ Current organization budget, including proposed funding sources https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf
- ☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only) https://cms2.revize.com/revize/arlington/Departments/Finance/Budgets%20&%20Financial%20Reports/Comprehensive%20Annual%20Financial%20Reports/22%20Final%20Audit%20-%20VO%20Arlington%20Hts.pdf
- ☒ Most recent A-133 audit, if an A-133 audit has been required **Provided**
- ☒ Proof of non-profit determination **Illinois municipality**
- ☒ Organizational chart https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf
- ☒ List of Board of Directors https://www.vah.com/government/village_board.php
- ☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). **NA**
- ☐ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) **None**

Construction/Rehabilitation Applications Only:

☒ Proposed construction/rehabilitation schedule by month*****.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

Work to be bid in January/February 2025
Construction work to take place spring/summer 2025

☒ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.

Work to be bid in early 2025

#17 VAH CDBG Administration

2024 Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **CDBG Administrative Costs**

Project Location: 33 S Arlington Heights Rd., Arlington Heights, IL 60005

CDBG Funding Request: $68,400

Applicant Contact Information

Organization Name Village of Arlington Heights

Federal Unique Entity Identifier (UEI) Number: SA2FJCC7CXS2

Head of the Organization (ex. Executive Director)

Name: Charles Witherington-Perkins

Title: Director of Planning and Community Development

Email: cperkins@vah.com

Signature of person authorized to submit this application: *Charles Witherington-Perkins*

Signature Date: April 22, 2024

Printed name: Charles Witherington-Perkins

The information on this application is accurate to the best of my knowledge. Inaccurate, missing, or misleading information may cause this application to be rejected.

Name of person to contact regarding this application: Nora Boyer

Title: Housing Planner

Mailing Address: 33 S Arlington Heights Road

City/State/Zip Code: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Email Address: nboyer@vah.com

Organization website: www.vah.com

Application

Arlington Heights Community Development Block Grant (CDBG) Program

All items must be addressed to receive any consideration for funding.

A. Program

1. Project Description

Describe the particular program or project for which funds are requested, including the purpose, clientele, duration, and goals. Explain any new or increased levels of service of the program. If the project has several components, please prioritize the key elements of the proposal. This should not be a description of the applicant organization as a whole. Rather, provide a description of the specific program or project for which funding is being sought and how that funding would be used.

CDBG funds are requested for the administrative costs associated with the operation of the Village's CDBG program. This includes salary costs for planning, subrecipient management, and direct administration of programs. The CDBG allocation for administrative costs pays for a portion of the salary for the Village Housing Planner in the Department of Planning & Community Development. The balance of the allocation pays for certain soft costs such as the annual audit, publication of legal notices, etc.

2. Previous CDBG Funding

Has your organization received CDBG funds before? If so, what municipalities have you worked with (including Arlington Heights)?

The CDBG allocation for administration is limited to the cap as per the CDBG regulations. The cap is the 20% of the year's grant allocation plus the current year's program income.

The CDBG allocations for administrative costs for the past 5 years and this year's request:

2019-2020: $63,000
2020-2021: $65,000
2021-2022: $66,800
2022-2023: $64,800
2023-2024: $64,800
2024-2025: $68,400 (proposed)

3. Will any funds be used for research and development?

☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your organization's service area, listing any municipalities served.
The Village operates the CDBG program for the benefit of the residents living within the corporate limits of the Village, particularly for the benefit of the Village's low/moderate-income residents.

2. Does this program serve residents of the Village of Arlington Heights?

☒ Yes
☐ No

3. Describe any additional criteria for your program.

The Village operates the CDBG program in compliance with federal law and regulations concerning the CDBG program and also follows Village policies and procedures.

4. What facilities, services, or programs are operated in Arlington Heights?

See www.vah.com.

5. Are there other organizations or agencies in the same service area that provide the same service? If so, what organizations or agencies provide(s) similar services? Explain how service duplication of clients is avoided.

The Village is the sole entitlement beneficiary for Village CDBG funds.

C. Program Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):

The Village administers and supervises the CDBG-funded services as enumerated in the Village's Consolidated Plan and Annual Action Plans.

2. Complete the following table for low- and moderate-income persons to be assisted under program, project of service for which funding is requested, excluding person whose assistance is limited to indirect services such as information and referrals.

	Total Households Served	**Total Arlington Heights Households Served**	**Total Arlington Heights Residents Served by CDBG Funds**
October 1, 2024 – September 30, 2025 (proposed)	Na	Na	Na
October 1, 2023 – present Underway for Completed *(6 months – October through March)*	Na	Na	Na
October 1, 2022 – September 30, 2023	Na	Na	na

2023 Income Limits

Household Size	1 person	2 persons	3 persons	4 persons	5 persons	6 persons	7 persons	8 persons
Max. Annual Low/Moderate Household Income (80% Area Median Income)	$61,800	$70,600	79,450	$88,250	$95,350	$102,400	$109,450	$115,500

NOTE: Household income is the total annual income of all household members 18 years old or older who contribute to the household.

3. How would CDBG funds be used to address the needs of low/moderate-income Arlington Heights residents (i.e., households with annual incomes at or below the amounts above)?

CDBG funds are used for the benefit low/moderate-income residents of the Village of Arlington Heights. Administrative costs are those necessary to implement certain program directly, supervise services provided by subrecipients, and to comply with CDBG regulatory requirements.

4. If you receive CDBG funds, will they be used to serve Arlington Heights residents that have not been previously served using CDBG funds?

Funds may be used to serve both residents that have and have not been previously serviced using CDBG funds.

5. Would this program exist without CDBG funding?
(Select one)
☐ Yes
☒ No

D. Staff for Funded Program:

1. Total number of staff employed by organization for this program:

a. Full-time 2
b. Part-time
c. Volunteers

2. Provide the name of the staff member who will be coordinating the CDBG grant with the Village (i.e. completing reports, submitting invoices, monitoring visits, etc.):

Name, Title: Nora Boyer, Housing Planner
Phone Number: 847-368-5214
Email Address: nboyer@vah.com

3. How long has the staff member identified above been with the organization?

29 years

E. Fees and Funding Sources

1. Describe any client fees collected*.

NA

2. Describe how client fees are used (if applicable):

NA

3. List all other funding sources received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	$ 0	$ 0
ESG Funds	$ 0	$ 0
HOME Funds	$ 0	$ 0
HOPWA Funds	$ 0	$ 0

Other Funds

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Other Federal Funds	$ 0	$ 0
State/Local Funds	$ 59,000*	$ 59,000*
Private Funds	$ 0	$ 0
Program Income	$ 0	$ 0
Other Funding:	$ 0	$ 0

* Salary and administrative costs funded from the Village General Fund.

4. Does your organization receive more than $750,000 in federal funds per year?
(Select one)

☒ Yes – in some years
☐ No

F. Budget

1. Please complete the following table:

~~**Program**~~ **Fiscal Year**	**Organization Total Budget**	**Overall Program Budget**	**Arlington Heights CDBG Portion of Budget**
Organization or agency's next fiscal year, if available	$ not available	$68,400	$68,400
Organization or agency's current fiscal year (budgeted expenditures)	$ 231,000,000	$64,800	$64,800
Organization or agency's last fiscal year (budgeted expenditures	$ 221,000,000	$64,800	$64,800

2. Indicate how CDBG funds are proposed to be used:

Use of CDBG Funds	**CDBG Amount**
Payroll of employees providing direct client service*	$ 0
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	$ 0
Construction/Rehabilitation	$ 0
Other: CDBG Administrative costs	$ 68,400
Please specify:	
Total CDBG Request	**$68,400**

** Payroll time sheets documenting staff hours and pay rates will be required with invoices.*

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your organization's proposed objectives. *(The selection should reflect the purpose of your organization's proposed program.)*

☐ *Creating a Suitable Living Environment*
This objective relates to activities that are intended to address a wide range of issues faced by low//moderate-income persons, from physical problems with their environment, such as poor-quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services. Includes activities that are designed to benefit communities, families, or individuals, by addressing issues in their living environment.

☐ *Providing Decent Housing*
This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.

☐ *Creating Economic Opportunities*
This objective applies to activities related to economic development, commercial revitalization, or job creation.

☒ *Not Applicable to administrative costs*

2. Project Outcomes

Please check one of the following to identify your organization's proposed outcomes. *(The selection should reflect the result your organization would like to accomplish.)*

☐ *Availability/Accessibility*
This outcome applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low/moderate-income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to low/moderate-income people where they live.

☐ *Affordability*
This outcome applies to activities that provide affordability in a variety of ways to low/moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. Example #1: A low interest loan program might make loans available to low/moderate-income microenterprise businesses at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Example #2: A subsidized day care program that provides services to low/moderate-income persons/families at lower cost than unsubsidized day care.

☐ *Sustainability*
This outcome applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low/moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

☒ *Not Applicable to administrative costs*

H. Other Information

1. Mission Statement for your organization (may be attached):

See: https://www.vah.com/government/index.php

2. Required Attachments. Provide explanations if any of the required attachments are not applicable to the organization or are not available at this time.

☒ Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.)* **Not applicable**

☒ Proposed organization budget for the next fiscal year, including proposed funding sources **2025 budget is not prepared yet**

☒ Current organization budget, including proposed funding sources https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ Most recent audit (one hard copy, electronic copy or web address where the audit can be found only) https://cms2.revize.com/revize/arlington/Departments/Finance/Budgets%20&%20Financial%20Reports/Comprehensive%20Annual%20Financial%20Reports/22%20Final%20Audit%20-%20VO%20Arlington%20Hts.pdf

☒ Most recent A-133 audit, if an A-133 audit has been required **Provided (latest) for year ended December 31, 2022.**

☒ Proof of non-profit determination **Municipal Government**

☒ Organizational chart See organizational chart in: https://cms2.revize.com/revize/arlington/2024%20Adopted%20Budget%20updated.pdf

☒ List of Board of Directors See Village Board information: https://www.vah.com/government/village_board.php

☒ Fee schedules for the program for which grant funds are requested, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.). **NA**

☒ The applicant may provide other attachments at the organization's option (ex. organization or program brochure). Other (please describe) **None**

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule by month*****.

There may be multiple, simultaneous projects. Efforts are made to complete all projects begun during the program year before the end of that program year.

Please note that Village staff may contact the applicant to make an appointment for a tour of the proposed construction/rehabilitation project.

☐ Cost and Design Assistance Estimates

All projects must conform to Village of Arlington Heights codes and ordinances. Buildings must conform to zoning and property standards to be considered for funding.

Projects have not yet been identified. Therefore, there are no cost estimates. *Construction projects may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs.*

At least one cost estimate from a knowledgeable contractor must be submitted with this application. If there is a problem complying with this requirement, contact Nora Boyer at (847) 368-5214 or nboyer@vah.com. After CDBG funding is awarded, at least three (3) competitive bids will be required and a bid will be selected from these bids. One of these three bids may be the bid submitted with the application.

Exhibit D

Village of Arlington Heights, Illinois

Proposed Substantial Amendments 2020-2024 Consolidated Plan

DRAFT: JUNE 10, 2024

Contact: Department of Planning & Community Development
33 S. Arlington Heights Road
Arlington Heights, IL 60005
(847) 368-5200
nboyer@vah.com

Only those sections of the 2020-2024 Consolidated Plan that are being proposed to be amended are provided here. Proposed changes are shown in yellow highlighting. A full copy of the 2020-2024 Consolidated Plan is available on the Village's website at https://www.vah.com/government/departments/planning___community_development/housing/cdbg.php or by contacting Nora Boyer at (847) 368-5214 or nboyer@vah.com.

Village of Arlington Heights
2020-2024 Consolidated Plan

Substantial Amendment – 2024

The following pages are proposed to be amended as shown to delete Economic Development and Rental Unit Preservations for federal Community Development Block Grant (CDBG) funding under the 2020-2024 Consolidated Plan. These are high priorities areas for the Village are being funded through resources other than federal CDBG funding. The text proposed to be removed is struck-out and highlighted.

Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

Purpose: The 5-year Consolidated Plan describes the Village of Arlington Heights' housing and community development needs, particularly those of its low- and moderate-income residents. It also contains the Village's 5-year strategic plan for addressing those need including how the Village plans to use it annual federal allocation of Community Development Block Grant funds.

For each year of the 5-year period covered by the Consolidated Plan, the Village also adopts an Annual Action Plan. The Annual Action Plan contains the specific activities to be undertaken during the year to address affordable housing and other community development needs. The uses to which the Village's CDBG funds will be used during the year are specifically described.

The Consolidated Plan and planning process is guided by federal regulations found at 24 CFR parts 91 and 570. The CDBG program is governed by regulations found at 24 CFR Part 570. Further information about Consolidated Planning and the CDBG program is available at www.hud.gov.

The Village of Arlington Heights is a member of the Cook County HOME Consortium. Cook County is the lead entity of the Consortium. As the lead entity, Cook County is responsible for conducting a needs assessment and housing market analysis for Cook County, including the HOME Consortium members such as Arlington Heights. The Village of Arlington Heights is responsible for developing those parts of the Consolidated Plan that contained in this document. Cook County will collect the Consolidated Plans of all of the HOME Consortium members, and Cook County will submit its Consolidated Plan and those of the HOME Consortium members to HUD as one unified document.

The time period covered by this Consolidated Plan is federal fiscal years allocations for 2020 – 2024. These are the Village's CDBG program years:
Year 1: October 1, 2020 – September 30, 2021
Year 2: October 1, 2021 – September 30, 2022
Year 3: October 1, 2022 – September 30, 2023
Year 4: October 1, 2023 – September 30, 2024
Year 5: October 1, 2024 – September 30, 2025

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

Throughout this 5-year Consolidated Plan period, the Village of Arlington Heights will fund programs and services aimed at improving the lives of its low- and moderate-income residents. Through the consultation process, the Village developed a list of priority areas that will receive funding preference. The following have been determined to be high priority need areas:
1) Affordable Housing;
2) Homeless Programs;
3) Public Facilities;
4) Infrastructure;
5) Public Services;
6) Planning and Administration; and
~~7) Economic Development~~

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 1 – Priority Needs Summary

1	**Priority Need Name**	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	No geographic areas are targeted
	Associated Goals	Homeowner Unit Preservation ~~Rental Unit Preservation~~
	Description	Under the Affordable Housing priority need area, the Village seeks to preserve, maintain, and improve the community's existing housing stock; to reduce the cost burden of housing for extremely low-, low- and moderate-income households; and to provide a wide range of housing options for all residents of the community.
	Basis for Relative Priority	Cost burden (including severe cost burden) was shown to be the primary housing problem in Arlington Heights. Therefore, affordable housing is ranked a high priority need.
7	**Priority Need Name**	~~Economic Development~~
	Priority Level	~~High~~
	Population	~~Extremely Low~~ ~~Low~~ ~~Moderate~~ ~~Non-housing Community Development~~

	Geographic Areas Affected	~~No geographic areas are targeted~~
	Associated Goals	~~Economic Development~~
	Description	~~Economic development is a high priority need of the Village. Economic development is a critical component that drives economic growth in the community creating jobs and an improved quality of life. Economic development efforts directed at job creation, industry diversification, business retention and expansion, economic fortification, and increased tax revenue through increased economic vitality. All of these outcomes are important in order to maintain a healthy community with opportunities and high quality of life for all residents.~~
	Basis for Relative Priority	~~The Village of Arlington Heights has given economic development a high priority because a strong, stable local economy and job base is critical in order to maintain a healthy community with opportunities and high quality of life for all residents.~~

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

Resources to be used are indicated below.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	public - federal	Acquisition Admin and Planning ~~Economic Development~~ Housing Public Improvements Public Services	278,847	50,000	31,870	360,717	1,280,000	The first year anticipated resources is $360,717 For each of the next 4 years, expected revenue is $270,000 in new CDBG grants and $50,000 per year in program income for a total of $1,280,000. The 5 year total is $1,640,760

Table 2 - Anticipated Resources

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Unit Preservation	2020	2024	Affordable Housing	No geographic areas are targeted	Affordable Housing	CDBG: $300,000	Homeowner Housing Rehabilitated: 6 Household Housing Unit
~~**2**~~	~~Rental Unit Preservation~~	~~2020~~	~~2024~~	~~Affordable Housing~~	~~No geographic areas are targeted~~	~~Affordable Housing~~	~~CDBG: $25,000~~	~~Rental units rehabilitated: 4 Household Housing Unit~~
3	Homeless Services	2020	2024	Homeless	No geographic areas are targeted	Homeless	CDBG: $22,500	Public service activities other than Low/Moderate Income Housing Benefit: 200 Persons Assisted
4	Public Services	2020	2024	Non-Housing Community Development	No geographic areas are targeted	Other Special Housing/Non-Homeless Needs Public Service Needs Public Facility	CDBG: $202,457	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1225 Persons Assisted
5	Infrastructure	2020	2024	Non-Housing Community Development	No geographic areas are targeted	Public Infrastructure	CDBG: $450,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Public Facilities	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	No geographic areas are targeted	Other Special Housing/Non-Homeless Needs Public Facility	CDBG: $215,760	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 6 Households Assisted
7	~~Economic Development~~	~~2020~~	~~2024~~	~~Non-Housing Community Development~~	~~No geographic areas are targeted~~	~~Economic Development~~	~~CDBG: $100,000~~	~~Businesses assisted: 2 Businesses Assisted~~
8	Planning and Administration	2020	2024	Planning and Administration	No geographic areas are targeted	Planning & Administration	CDBG: $325,000	Other: 0 Other

Table 3 – Goals Summary

Goal Descriptions

1	**Goal Name**	Homeowner Unit Preservation
	Goal Description	Village seeks to preserve, maintain, and improve the community's existing ownership housing stock; to reduce the cost burden of housing for extremely low, low and moderate income household; and to provide a wide range of housing options for all residents in the community.
~~2~~	~~**Goal Name**~~	~~Rental Unit Preservation~~
	~~**Goal Description**~~	~~Village seeks to preserve, maintain, and improve the community's existing rental housing stock; to reduce the cost burden of housing for extremely low, low and moderate income household; and to provide a wide range of housing options for all residents in the community.~~

3	**Goal Name**	Homeless Services
	Goal Description	The Village seeks to ensure that every person in the community has basic shelter every night and to ensure that persons at-risk of homelessness have access to emergency shelter, transitional housing, and eventually obtain permanent housing. When designating the populations to benefit from homeless assistance, the Village is including both currently homeless and at-risk persons.
4	**Goal Name**	Public Services
	Goal Description	The Village seeks to address poverty and to enhance the quality of life, and improve the stability of individuals and families in Arlington Heights through the availability of youth programs, health programs, education, recreation, transportation, child care, disability services, family and individual support, and other services and opportunities.
5	**Goal Name**	Infrastructure
	Goal Description	The Village seeks to ensure that basic infrastructure needs of all areas of the Village are met including low and moderate income areas designated by HUD as eligible for CDBG-funded infrastructure improvements. The Village also seeks to continue its efforts to ensure access to public buildings and amenities and other assets of the community through the removal of architectural barriers and enhancements to make infrastructure and facilities accessible to all residents.
6	**Goal Name**	Public Facilities
	Goal Description	The Village seeks to ensure that the facilities that serve the social, recreational, health, family and other needs of persons in the community are provided, maintained, and available for use by all residents.
~~**7**~~	~~**Goal Name**~~	~~Economic Development~~
	~~**Goal Description**~~	~~The Village seeks to ensure economic growth in the community to create jobs and improve the quality of life of all residents. Economic development efforts are directed at job creation, industry diversification, business retention and expansion, economy fortification, increased tax revenue through increased economic vitality.~~
8	**Goal Name**	Planning and Administration
	Goal Description	The Village seeks to ensure that the strategies, goals, and projects of the entire community are responsive to community needs, are well designed and managed, and are coordinated with other community organizations for the most effective and efficient delivery of services.