



AGENDA
President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Virtual Meeting

June 8, 2020
7:00 PM

I. CALL TO ORDER

- A. Pursuant to orders issued in response to the COVID-19 pandemic, this Committee of the Whole meeting is closed to in-person, public attendance. The meeting is being held via Zoom Meeting, which permits the public to fully participate in the virtual Board meeting via ZOOM or their phones.

To participate in the virtual meeting, please review **these instructions**.

Individuals who wish to comment or ask a question on an item on the Agenda may either participate via Zoom or send an email to the Village at kpeterson@vah.com. Please limit emails to 200 words or less. To be shared at the meeting, the email must be received by 3:00pm on Monday, June 8, 2020.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. NEW BUSINESS

- A. Public Hearing - 2020-2024 Consolidated Plan including the 2020 Annual Action Plan and CDBG Budget
- B. Community Development Block Grant - COVID-19 (CDBG-CV) Funding

V. OTHER BUSINESS

VI. 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 David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



**Committee-of-the-Whole
6/8/2020**

Item: Public Hearing - 2020-2024 Consolidated Plan including the 2020 Annual Action Plan and CDBG Budget

Department: Planning & Community Development

BACKGROUND

Federal Regulations require that the Village undergo a public hearing process with respect to the development of its 5-year Consolidated Plan and Annual Action Plans.

The public participation process for the 2020-2024 Consolidated Plan including the 2020 Annual Action Plan includes:

Public Hearing #1:	June 8, 2020
30-day public comment period:	June 10, 2020 - July 11, 2020
Public Hearing #2 and adoption:	July 20, 2020

DRAFT 2020–2024 Consolidated Plan and 2020 Annual Action Plan

The 2020-2024 Consolidated Plan contains four parts:

1. Needs Assessment;
2. Market Analysis;
3. Strategic Plan; and
4. 2020 Annual Action Plan

The Village is a member of the Cook County HOME Consortium. As the lead entity for the Consortium, Cook County prepares certain portions of the Needs Assessment and Market Analysis on behalf of the Consortium members. The Village completes other section of the Needs Assessment and Market Analysis that specifically pertain to the Village of Arlington Heights.

The Strategic Plan described how the Village plans to address community development needs, particularly the needs of its low- and moderate-income residents over the 5-year period of the Consolidated Plan. The 2020 Annual Action Plan will describe the actions the Village intends to take during the 2020 program year (October 1, 2020-September 30, 2021).

For the period covered by the FY 2020 Annual Action Plan, the Village has received 20 CDBG grant requests totaling \$522,816 of which an estimated \$360,760 can be funded. Summaries of the grant applications provided as **Exhibit A**.

The total estimated 2020-2021 CDBG fund is estimated to be the sum of the following sources:

Federal 2020 Entitlement Grant:	\$278,890
Previous Year CDBG Carry-Over Funds:	\$31,890
Estimated Program Income:	\$50,000
Total:	\$360,760

While the Village has the authority to fund programs totaling an estimated \$360,760, there are some HUD restrictions of which the Committee of the Whole should be aware. **Exhibit B** lists the funding requests according to the program restriction categories stipulated by HUD. The following are the guidelines for the expenditure categories:

Administrative Services Cap - The maximum funding for administrative services is 20% of the sum of the 2020 Federal CDBG Entitlement Grant and anticipated FY 2020-2021 program income: **\$65,000**.

Public Service Activities Cap – Normally, the maximum funding for public service activities is 15% of the sum of the Federal 2020 CDBG Entitlement Grant and the prior year's (2019-2020) program income. However, in response to the Covid-19 pandemic, HUD has waived the funding cap of public services for program year 2020. If the Village Board wishes to apply the 15% funding cap regardless of the waiver, the public services cap amount is: **\$44,300**.

Brick and Mortar Projects – If the Village elects to expend the full amounts allowed under the cap for administrative services and elects to apply the 15% for public service activities, the amount available for brick and mortar projects is the total amount of CDBG funds available for FY 2020-2021 less the amounts of the two caps: **\$251,460**.

Low and Moderate Income Benefit - A minimum of 70% of the total CDBG funds for 2020-2021 must benefit low and moderate income persons: **\$252,532**.

A copy of the draft 2020-2024 Consolidated Plan including the FFY 2020 Annual Action Plan is provided at **Exhibit C**. Copies of the CDBG applications are provided as **Exhibit D**. Supporting documentation submitted by the grant applicants in connection with their applications (i.e. audits, budgets, 501(c)(3) letters, etc.) were examined by staff and are available to the Village Board upon request.

Next Step

Pursuant to applicable regulations, the proposed 2020-2024 Consolidated Plan

and 2020 Annual Action Plan, including the proposed 2020 CDBG budget allocations, will be made available for the required 30-day public comment period.

ATTACHMENTS:

Description	Type
Summary of 2020 Grant Application	Exhibits
2020 CDBG Budget	Exhibits
2020-2024 Draft Consolidated Plan	Exhibits
2020 Annual Action Plan Grant Applications	Exhibits

						Attachment A
	FY 2020 - 2021	CDBG Requests	5-Year Consolidated	Allocation	Requests	
			Plan Priority Level	2019-2020	2020-2021	
			for CDBG funding			
			(High or Low)			
	<u>PUBLIC SERVICE REQUESTS</u>					
1)	Faith Community Homes	Housing and Mentoring	High	\$2,500	\$3,000	Faith Community Homes provides supportive housing services to low income working families with children living in
		Support for				Arlington Heights. They provide some limited financial help with rent, but the major part of their program is 2 years of
		Low Income Families				mentoring designed to help families develop realistic budgets, goals, and actions. The objective of the program is to bring
						families to financial stability and independence. The number of Arlington Heights families expected to be assisted during the
						grant year is approximately 18.
2)	Township H.S. District 214	Beginning English as a Second	High	\$1,500	\$1,500	Beginning English as a Second Language lessons are provided every Thursday from 12:30 - 3:00 pm for 48 weeks to
	Community Education Foundation	Language Instruction				eligible non-native speakers of English. This project fills the gap for beginning ESL learners who are not advanced
						enough in their English skills for the existing ESL programs offered at the Arlington Heights Memorial Library. The
						projected number of Arlington Heights beneficiaries is 40.
3)	Northwest Center Against Sexual	Sexual Assault	High	\$2,500	\$3,500	Northwest CASA is requesting funds to support their specialized counseling, crisis intervention, and advocacy program
	Assault (CASA)	Intervention Program				for Arlington Heights residents who are victims of sexual abuse and sexual assault. The agency expects to provide services to
						55 Arlington Heights residents of whom 45 will be assisted with CDBG funds.
4)	Children's Advocacy Center	Services for Victims	High	\$2,500	\$3,500	The Children's Advocacy Center provides a comprehensive and coordinated response to reports of suspected child sexual
	of North and NW Cook County	of Child Abuse				abuse, severe physical abuse, and other crimes against children. CDBG-funded services are provided through the Center's CASI and
						Family Support Services programs. The expected number of Arlington Heights beneficiaries during the program year is 65.
5)	WINGS Program, Inc.	Emergency Homeless Shelter	High	\$6,000	\$10,000	WINGS is requesting funds to support the WINGS emergency shelter (Safe House). Safe House's purpose is to provide
						temporary emergency shelter for adults (male and femail) and their children. They receive support services including
						food, shelter, safety planning, housing assistance, legal advocacy, career servcies, educational assistance, etc.
						Clients stay in the emergency shelter for up to 90 days. The expected number of Arlington Heights beneficiaries is 20
						of whom 8 would be assisted with CDBG funds.
6)	Resources for Community Living	Affordable Housing Options	High	\$5,000	\$5,000	RCL offers affordable housing and individualized support services for adults with developmental and/or physical
		and Support Services				disabilities. The primary goal of these services is to assist person with disabilities to live in their own homes and apartments,
						rather than in group homes and institutional settings. Services provided include money management, cooking, using
						public transportation safety, vocational, community involvement and other skills necessary for living on one's own.
						Monthly social activities, social group training, and rent subsidies are also available. The expected number of Arlington
						Heights beneficiaries is 10 with 5 to be served using CDBG funds.

						Attachment A
	FY 2020 - 2021	CDBG Requests	5-Year Consolidated	Allocation	Requests	
			Plan Priority Level	2019-2020	2020-2021	
			for CDBG funding			
			(High or Low)			
7)	Escorted Transportation Service NW	Escorted Transportation	High	\$3,500	\$3,750	ETS provides reliable, volunteer-based transportation services for frail, elderly adults requiring assistance to their medical,
		Services Northwest				dental, therapy, lab, dialysis, x-ray and chemotherapy appointments; any medical appointment related to a senior's
						health and well being. Passengers are picked up at their homes and driven to their appointment by a thoroughly
						screened and trained volunteer driver. The volunteer stays with the senior for the duration of the appointment, then drives
						him/her home, stopping at a pharmacy if a new prescription needs to be filled or collected. Once an application is on file,
						those requesting services are asked to call at lease one week in advance. Service is available Monday-Saturday
						8am - 6pm. A donation of \$12 is requested for each round-trip ride. The total number of Arlington Heights beneficiaries
						expected to receive rides in the program year is 151.
8)	Suburban Primary Health Care	Access to Care	High	\$4,337	\$4,445	Access to Care provides access to primary medical care to persons with incomes below 300% of the federal poverty
						level who are uninsured by public or private programs. Covered services include office visits to a primary care physician,
						routine lab tests, x-rays and prescription drugs. Services are provided by local physicians and other service
						providers who are under contract and paid by the Suburban Primary Health Care Council at discounted rates. Clients
						are screened for eligibility and enrolled at the Village of Arlington Heights, as well as the offices of townships, social service
						organizations, or by mail. Enrollment is generally for one year. Members may re-enroll at the end of the year if they are
						still eligible. Clients pay nominal co-payments to providers of services including \$5 for a physician office visit or for lab or x-ray services.
						They pay co-payments of \$15 - \$40 for prescription drugs. Counseling and opiod risk management programs have
						been added with addiction/substance abuse medication. Flu and pnemonia vaccines have also been added to the list
						of covered medications with no co-payments. The expected number of Arlington Heights enrollees in the program
						year is 82 with 16 being assisted with CDBG funds.
9)	JOURNEYS The Road Home	Homeless Services	High	\$4,500	\$5,000	JOURNEYS The Road Home provides comprehensive wrap-around services for homeless and at-risk individuals
						from Arlington Heights and 37 neighoring communities in the north and northwest suburbs. JOURNEYS goal is to help clients fine and
						keep permanent housing, obtain and keep employment, or obtain access to earned employment benefits. The Day Center
						program provides vital counseling and services to the homelessand at-risk individuals. The number of beneficiaries from Arlington Heights
						expected to be served in the program year is 85 with 45 assisted with CDBG funds.

						Attachment A
	FY 2020 - 2021	CDBG Requests	5-Year Consolidated	Allocation	Requests	
			Plan Priority Level	2019-2020	2020-2021	
			for CDBG funding			
			(High or Low)			
10)	Arlington Heights Park District	Children at Play Program	High	\$9,113	\$30,000	The CAP before and after school program provides a safe, recreational program at 10 elementary schools
				in CDBG		within Arlington Heights. It is a cooperative venture between the Arlington Heights Park District, School Districts 21, 25 and
				funds plus		59 and the Village of Arlington Heights. This recreational based program provides students in grades K-5 with the
				\$30,000		opportunity to participate at their school in a supervised program that provides a variety of activities centered around theme
				in General		weeks including arts and craft, sports, large group games, homework/quiet time, passive games, snack and
				Funds for		socialization with peers. The amount of assistance provided is determined by a sliding scale. The number of Arlington
				a total of		Heights children expected to benefit from this program with CDBG subsidies is 20.
				\$39,113		
11)	Life Span	Services to Victims of	High	\$3,000	\$5,000	Life Span provides services to victims of domestic violence and their children. Services to Arlington Heights residents
		Domestic Violence and Sexual				include counseling for survivors, counseling for children who are witnesses of domestic violence, outreach, education and
		Assault				counseling of teens who are from violent homes, and/or who self-identify as being in violent relationships, criminal court
						advocacy, legal representation in Order of Protection and family law cases, immigrant assistance and outreach, and
						education and training for service providers. The expected number of Arlington Heights beneficiaries is 225 with 55 to be served
						with CDBG funds.
12)	Catholic Charities	North/Northwest Shelter Program	High	na	\$5,000	Homeless families with children are provided with housing and intensive case management. Housing and services
						are provided for an average of 9 months with a maximum of up to one year. The goal of the program is to help secure
						permanent housing and family self-sufficiency. The number of expected Arlington Heights beneficiaries is 10.
13)	Little City Foundation	Day Services	High	\$27,850	\$14,036	Funds are requested for services for Arlington Heights residents with intellectual and developmental disabilities at Little City's
				group home		Countryside Center facility in Schaumburg. The services include developmental training/life skills, peer mentoring, community
				rehab		outings, and volunteer opportunities. There are structures and unique programs for seniors to help maintain physical and mental wellness, and
						activities for adults with severe and profound disabilities. The number of expected beneficiaries is 21.
14)	Northwest Compass	Housing Counseling and Assistance	High	na	\$10,000	Through its housing program, persons receive housing counseling, homeless diversion and prevention services, housing navigation,
						Rapid Re-Housing, and immediate assistance with short term rent assistance. The agency provides crisis intervention and homeless
						outreach. Northwest Compass is the designated entry point for homeless in the northwest suburbs under the Cook County Coordinated
						Entry System. The projected number of Arlington Heights beneficiaries to be served is 215 with 100 served using CDBG funds.
	CONSTRUCTION REQUESTS					
15)	Clearbrook	Group Home	High	28,350	\$29,085	Funds are requested to modify two bathrooms in a group home for persons with developmental and physical disabilities
		Bathroom Rehabs				in order to make the bathrooms accessible and ADA compliant. The number of residents in the home is 7.
16)	Village of Arlington Heights	Single Family Rehabilitation	High		\$75,000	The Single Family Rehabilitation Loan Program provides low and moderate income home owners with funds needed to make
		Loan Program				necessary home repairs. The loans are repaid when the owners ceases to be the full-time owner/occupant of the home,

						Attachment A
	FY 2020 - 2021	CDBG Requests	5-Year Consolidated	Allocation	Requests	
			Plan Priority Level	2019-2020	2020-2021	
			for CDBG funding			
			(High or Low)			
						most typically when the home is sold. When the funds are repaid, they are rebudgeted under the CDBG program.
						The expected number of rehab jobs in the program year is 3.
17)	Village of Arlington Heights	Group Home Acquisition and	High	\$76,900	\$50,000	This program would make funds available for the the purchase and/or physical improvement of group homes and apartment buildings that
		Rehab Program				provide housing and supportive services to persons with disabilities and to transitional housing buildings that assist at-risk
						or struggling households to transition to permanent housing.
18)	Village of Arlington Heights	Public Infrastructure	High	\$192,800	\$150,000	Funds would be used for infrastructure improvements to low- and moderate-income handicapped accessibility improvements
						(ex. sidewalk ramps at corners). The numnber of beneficiaries will be unknown until project locations are selected.
18)	Village of Arlington Heights	Public Facilities	High	\$32,477	\$50,000	Funds would used to make improvements to public facilities that provide benefits to CDBG-eligible persons. Examples are
						improvements to the Senior Center or handicapped accessibility improvements to other public buildings.
20)	Village of Arlington Heights	CDBG Administration/	High	\$63,000	\$65,000	Funding would be used for partial funding of the Housing Planner position and for other administrative costs (e.g. audit, public
		Audit/Legal Notice Costs				notices, etc.) incurred in connection with administering the CDBG program.
					\$522,816	

	Attachment B	2020-2021
	2020-2021 CDBG BUDGET	Estimated revenue
	CDBG Grant	\$ 278,890.00
	Carry Over of Unexpended CDBG funds	\$ 31,870.00
	Transfer from Capital Fund for Disposition of Teen Center	\$ -
	Program income	\$ 50,000.00
	Total Revenue	\$ 360,760.00
		2020-2021
	EXPENDITURES	CDBG
	Public Services (2020-2021 optional 15% cap \$44,300)	Applications
1	Faith Community Homes	\$ 3,000.00
2	District 214 Education Foundation	\$ 1,500.00
3	NW CASA - Sexual Assault Program	\$ 3,500.00
4	Children's Advocacy Center	\$ 3,500.00
5	WINGS	\$ 10,000.00
6	Resources for Community Living	\$ 5,000.00
7	Escorted Transporation Service/NW	\$ 3,750.00
8	Suburban Primary Health Care Council	\$ 4,445.00
9	Journeys The Road Home	\$ 5,000.00
10	Arlington Hts. Park District	\$ 30,000.00
11	Life Span	\$ 5,000.00
12	Catholic Charities	\$ 5,000.00
13	Little City Foundation for services to AH residents at day center	\$ 14,036.00
14	Northwest Compass	\$ 10,000.00
na	Covid 19 Public Services	\$ -
		\$ 103,731.00
	Construction/Econ. Development (2020-2021 available assuming 15% Public Services Cap \$251,460)	
na	Little City Foundation	\$ -
15	Clearbrook - rehab of 2 bathrooms to make them ADA compliant	\$ 29,085.00
na	Shelter, Inc.	\$ -
na	Alexian Brothers Center for Mental Health	\$ -
na	Journeys The Road Home - Capital Project or Public Facility*	\$ -
na	Children's Advocacy Center (project carried over from prior year)	\$ -
16	Single Family Rehab Loan Program	\$ 75,000.00
17	Group Residence/Transitional Housing Program (see 14-16 above)	\$ 50,000.00
18	Public Infrastructure	\$ 150,000.00
19	Public Facilities	\$ 50,000.00
		\$ 354,085.00
	Administration (2020-2021 Cap \$65,000)	
20	CDBG Administration/SalariesAudit/Legal Notice	\$ 65,000.00
	Total Est Expenditures or Requests	\$ 522,816.00

VILLAGE OF ARLINGTON HEIGHTS

2020-2024 CONSOLIDATED PLAN

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 its 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 efforts that support businesses development and employee training and opportunities.

3. Evaluation of past performance

The Village of Arlington Heights has been a recipient of Community Development Block Grant (CDBG) funds since 1974. The Village has successfully provided support to public service organizations, housing programs (ex. Single Family Rehab, Multi-Family Rehab, Group Home Rehab), public facility improvements (ex. purchase and development of a Senior Center), public infrastructure (ex. street resurfacing in low/mod-income areas); and planning and administration. Since the beginning of the program, the Village has utilized over \$13.8 million in CDBG funds to meet the needs of residents of the Village, particularly its low- and moderate-income residents. The Village has effectively worked with the US Department of Housing and Urban Development over the 45 years of the programs existence and has consistently complied with all of the federal requirements of the program.

4. Summary of citizen participation process and consultation process

On February 14, 2020, the Village posted an on-line public survey with respect to needs in the community. The survey was publicized on social media and in the local newspaper. Assistance was offered to persons who did not have access or otherwise needed assistance with operating a computer in order to complete the survey.

The Village will conduct two public hearings during the development of the 2020 – 2024 Consolidated Plan on June 8, 2020 and July 20, 2020. Notices of the public hearings will be posted on the Village's website and published in the *Daily Herald* newspaper. Notices will be direct mailed to the approximately 80 persons and organizations on the Village's Community Development Block. A 30-day public comment period on the draft Consolidated Plan will take place in the time period between the two public hearings. Notices of the public comment period will be posted on the Village website and published in the *Daily Herald*.

5. Summary of public comments

To be completed when citizen participation period ends.

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

All public comments are taken into consideration.

7. Summary

To be completed when citizen participation period ends.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

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

The lead agency and CDBG administrator for this Consolidated Plan is the Village of Arlington Heights.

Consolidated Plan Public Contact Information

Nora Boyer, Housing Planner

Village of Arlington Heights

Department of Planning & Community Development

33 S Arlington Heights Road

Arlington Heights, IL 60005

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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The Village of Arlington Heights consulted with a wide variety of individuals, government entities, non-profit organizations, and others with respect to the development of this Consolidated Plan.

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(I)).

The Village of Arlington Heights has regular, on-going contact with the public and assisted housing providers and governmental health, mental health and service agencies. The Department of Planning & Community Development engages in this interaction through the Consolidated Plan process and implementation of the Village’s CDBG program. Staff has regular and on-going contact with public service and affordable housing providers who receive CDBG funding from the Village.

In 2019, coordination was enhanced with affordable housing providers and private developers in connection with research regarding the Village’s inclusionary affordable housing program including a survey and consultations with for-profit and non-profit housing developers. Coordination was also enhanced with private developers as the inclusion of affordable housing units or payment in lieu of affordable units was negotiated with respect to several rental developments.

The Village's Department of Health and Human Services also has regular contact with public and assisted housing providers, public service agencies, and governmental health and mental health organizations. These contacts occur between these entities and individuals and the Village's Health and Human Department including the Village’s Social Services Coordinator, Disabilities Services Coordinator, Village nurses, Senior Center staff, and administrative staff.

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 Alliance to End Homelessness in Suburban Cook County is the Continuum of Care Coordinator for suburban Cook County (i.e. Cook County excluding the City of Chicago).

The Alliance provided the Village with its most recent strategic plan (*A Strategic Plan to End Homelessness in Suburban Cook County 2019-2022*). This Strategic Plan is based on data from a number of sources including the homeless point in time count that took place in January 2018. The Alliance also conducted point in time counts on February 6, 2019 and January 29, 2020.

The geographical area of suburban Cook County has been divided into three Community Based Service Areas (CBSA) in the North/Northwest, West and South areas of the County. The CBSAs meet on a monthly basis to address local issues homeless service providers are facing or to better facilitate homeless services in their immediate communities. The Village of Arlington Heights is located in the North community based service. The name of the CBSA for this area is the Association of Homeless Advocates in the North/Northwest District (AHAND). The Village keeps informed of issues discussed and the activities of AHAND through meeting minutes and occasionally by attending meeting.

Locally, the main providers of homeless services in the area of Arlington Heights are JOURNEYS|The Road Home, Northwest Compass, and the WINGS Program.

JOURNEYS|The Road Home: The Village of Arlington Heights is in contact with these agencies through its Department of Planning and Community Development, Department of Health and Human Services, and Police Department. In the last full fiscal year reported (2017-2018), JOURNEYS provided services to 101 persons who reported the Village of Arlington Heights as the location of their last stable residence. JOURNEYS is currently engaged in a capital campaign to demolish its current 7,000 square foot Day Center/Administrative Office and construct a new 27,000 square foot building to housing its Day Center, administrative offices, a shelter location, and 11 affordable supportive and permanent housing units. The Village of Arlington Heights, and the other CDBG entitlement jurisdictions served by JOURNEYS as well as Cook County, have been working with JOURNEYS on the feasibility of providing allocated CDBG funds to this project. JOURNEYS serves all categories of homeless persons/households.

Northwest Compass: Under its Housing Program, Northwest Compass provides crisis intervention, housing counseling and assistance, rapid re-housing, and street outreach. Northwest Compass reported that in 2018, it provided extensive housing counseling to 87 residents of Arlington Heights and 24 literally homeless residents. Northwest Compass is one of four homeless coordinated entry points for homeless services in suburban Cook County. This agency serves all categories of homeless persons/households and has a unique focus on homeless youth.

WINGS Program, Inc.: Wings provides emergency safe shelter and transitional housing for victims of domestic violence. They also help families who are in crisis meet basic needs for items such as food and clothing. WINGS has evolved over time, growing so that we are able to help a greater number of people.

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

Cook County is the ESG entitlement jurisdiction for suburban Cook County where Arlington Heights is located. The Village, the Continuum of Care agency, homeless service providers, and others may participate in the process of determining how Cook County will use ESG funds through Cook County's public participation process.

The Alliance to End Homelessness in Suburban Cook County is the HMIS lead for Suburban Cook County. The Alliance has an HMIS committee that reviews the HMIS policy manual annually and recommends changes, if needed, for adoption by the Alliance Board.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	Alliance to End Homelessness in Suburban Cook County
	Agency/Group/Organization Type	Continuum of Care Coordinator
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Department of Planning & Community Development consulted with the Alliance to End Homelessness in Suburban Cook County which is suburban Cook County's homeless continuum of care coordinator. The Alliance provided information and data about homeless persons in suburban Cook County, the inventory of homeless facilities and services, goals for meeting unmet needs, the need for emergency, transitional, supportive, and permanent housing, and goals for bridging gaps in facilities and services.

2	Agency/Group/Organization	Cook County
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village has an on-going relationship with Cook County, particularly through Cook County's Department of Planning and Community Development. The Village of Arlington Heights is a member of the Cook County HOME Consortium. The Village is engaged with Cook County which prepares the bulk of the Needs Assessment and Market Analysis sections of the Consolidated Plan on behalf of all Consortium members. The Village has also been involved with Cook County and other Northwest suburban CDBG entitlement communities with respect to jointly funded projects.
3	Agency/Group/Organization	Housing Authority of Cook County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village consulted with the Housing Authority of Cook County (HACC). The HACC provided data concerning current public housing units in Arlington Heights and Housing Choice Voucher usage in Arlington Heights.
4	Agency/Group/Organization	Northwest Suburban CDBG Entitlement Jurisdictions: Villages of Mt. Prospect, Palatine, Hoffman Estates, Schaumburg, Des Plaines, and Skokie
	Agency/Group/Organization Type	Local governments
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis Strategic Plan

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village consults regularly with the above named CDBG entitlement jurisdictions to discuss shared community needs, CDBG administration, and jointly funded programs and projects.
5	Agency/Group/Organization	Faith Community Homes
	Agency/Group/Organization Type	Strategic Plan
	What section of the Plan was addressed by Consultation?	
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Faith Community Homes is a non-profit agency that provides housing subsidies and mentoring (financial, educational, employment, etc.) for families with children that are at risk of homelessness. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Faith Community Homes has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
6	Agency/Group/Organization	TOWNSHIP HIGH SCHOOL DISTRICT 214 COMMUNITY EDUCATION FOUNDATION
	Agency/Group/Organization Type	Services-Education Foundation
	What section of the Plan was addressed by Consultation?	Strategic Plan

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Township High School District 214 Community Education Foundation provides educational programs for community residents, some of which are targeted toward the needs of low- and moderate-income residents. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Township High School District 214 has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
7	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?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Northwest Center Against Sexual Assault is a non-profit organization that provides specialized counseling, crisis intervention, and advocacy services for person who are victims of sexual assault. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Northwest CASA has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.

8	Agency/Group/Organization	Children's Advocacy Center
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Children's Advocacy Center provides direct client services for child victims of sexual assault, severe physical abuse, witnesses to domestic violence, and their families. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. The Children's Advocacy Center has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
9	Agency/Group/Organization	WINGS Program, Inc.
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Strategic Plan

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The WINGS Program, Inc. provides housing and wide variety of supportive services to victims of domestic violence and homelessness. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. WINGS Program, Inc. has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
10	Agency/Group/Organization	Resources for Community Living
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Resources for Community Living assists persons with disabilities in securing and maintaining private housing. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Resources for Community Living has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
11	Agency/Group/Organization	Escorted Transportation Services - Northwest
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Strategic Plan

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This non-profit agency provides seniors with transportation by volunteers to medical appointments. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Escorted Transportation Northwest has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
12	Agency/Group/Organization	Suburban Primary Health Care Council
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This agency provides subsidies for health care for low income persons who are uninsured or are underinsured. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. The Suburban Primary Health Care Council has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
13	Agency/Group/Organization	JOURNEYS-THE ROAD HOME
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless

	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Journeys The Road Home provide a wide variety of homeless and homeless prevention programs. The agency operates and emergency shelter program (PADS), the HOPE Center (homeless day center), and transitional housing units through its Pathway Development Institute Housing Readiness Program. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. Journeys has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
14	Agency/Group/Organization	ARLINGTON HEIGHTS PARK DISTRICT
	Agency/Group/Organization Type	Services-Children Other government - Local
	What section of the Plan was addressed by Consultation?	Strategic Plan

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Arlington Heights Park District provides before and after school child care for elementary school children at their own schools. Since the program was founded, the Village has provided CDBG subsidies for low and moderate income families who use the program in order for the parents to maintain employment. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. The Park District has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.
15	Agency/Group/Organization	Life Span Center for Legal Services and Advocacy
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Life Span provides services to women who are survivors of domestic violence. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents. The agency has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going but has been improved through the Consolidated Plan consultation process.

16	Agency/Group/Organization	Shelter, Inc.
	Agency/Group/Organization Type	Housing Services-Children Services-Victims of Domestic Violence Services-Health Services-Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Shelter, Inc. provides emergency and transitional housing and services for children and services for healthy families in order to reduce incidences of abuse and neglect. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents.
17	Agency/Group/Organization	Little City Foundation
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Little City Foundation provides services for persons with developmental disabilities. The agency operation two group (CILA) homes in Arlington Heights. The agency provided input into the Consolidated Plan through public hearing testimony given regarding its FFY 2019 CDBG grant application. In February 2020, the agency was invited to participate in the Housing and Community Development Survey and was asked to help raise awareness of the availability of the survey among its constituents.
18	Agency/Group/Organization	Arlington Heights Housing Commission
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Strategic Plan
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village of Arlington Heights' Housing Commission is composed of Village civic leaders who advise the Village Board of Trustees concerning housing related matters, particularly affordable housing matter, with the goal to maintain a balanced housing stock in the Village. The members of the Housing Commission were invited to participate in the Housing and Community Development Survey. The Housing Commission was provided with information about the Consolidated Plan process and allowable uses of CDBG funds. Each year, the Housing Commission makes recommendations to the Village Board with respect to CDBG funded, affordable housing programs.

Table 3 – Agencies, groups, organizations who participated**Identify any Agency Types not consulted and provide rationale for not consulting**

The Village operates an open consultation process. Consultations with many agency types occurred. The Village is not aware of any agency types not consulted.

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 goals of the Alliance address the homeless needs identified in the Strategic Plan.
Village of Arlington Height Comprehensive Plan	Village of Arlington Heights	The Comprehensive Plan contains a section regarding housing. The goals of the Comprehensive Plan are consistent with the goals of the Consolidated Plan.
For-Sale and Rental Inclusionary Housing Guidelines (Update for progress on Draft Ordinance Review)	Village of Arlington Heights	The policies contained in these Guidelines explain the number of affordable units that the Village expects developers to provide in new, for-sale and rental residential developments. An option is provided whereby developers may pay a fee-in-lieu of providing the affordable units. Funds collected are deposited in the Village's Affordable Housing Trust Fund to be used to maintain existing affordable units or create new affordable units. The Village is in the process of reviewing these guidelines and may adopt an ordinance in the near future.
Homes for a Changing Region	Chicago Metropolitan Agency for Planning	The Homes for a Changing Region report includes data on housing needs and includes recommendations for strategies for each of the member communities of the Northwest Suburban Housing Collaborative and the 5-community area as a whole. The goals in the Strategic Plan are consistent with the needs and strategies in the Homes for a Changing Region report.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Senior Housing Needs Assessment	Northwest Suburban Housing Collaborative	The Senior Housing Needs Assessment includes and analysis of senior housing needs in each of the 5 member communities of the Northwest Suburban Housing Collaborative and the 5-community area as a whole. The goals of the Strategic Plan are consistent with the needs and recommended strategies in the Senior Housing Needs Assessment.
Go to 2040 and On To 2050	Chicago Metropolitan Agency for Planning	The goals of the Strategic Plan are consistent with the Go to 2040 and On To 2050 Comprehensive Plans of the Chicago Metropolitan Area
Public Housing Plan	Housing Authority of Cook County	The Village reviewed the Housing Authority's Plan with respect to public housing in Arlington Heights. The Village's Strategic Plan supports the Housing Authority's plan to renovate and modernize the public housing building in Arlington Heights including increasing the number of accessible units.

Table 4– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The Village of Arlington Heights works closely and is in regular contact with the other CDBG entitlement communities in the Northwest suburbs of Chicago. These communities consult with each other regarding common needs and resources and with respect to the implementation of their Consolidated Plans. These municipalities often provide CDBG funds to some of the same subrecipients.

The Village works regularly with the government of Cook County. The Village participated in Cook County's. Most recently, the Village worked with Cook County and several of the other Northwest CDBG entitlement jurisdictions on a public facilities project to renovate the Children's Advocacy Center's main service center. Cook County and the other CDBG entitlement jurisdictions may also work collaboratively in the near future on JOURNEYS|The Road Home's new building.

Demo

Since 2019, the Village of Arlington Height has been working with Cook County, public housing authorities, numerous municipalities, and non-profit agencies on a Chicago Area fair housing plan.

The Village of Arlington Heights works with the State of Illinois' housing finance agency, the Illinois Housing Development Authority (IHDA). The Village collaborates with IHDA with respect to affordable housing projects funded in Arlington Heights, such as those receiving financing through the Low-Income Housing Tax Credit Program.

The Village has on-going communication with the Housing Authority of Cook County (HACC). Most recently, the HACC contacted the Village regarding its plans to undertake a \$5 million renovation of the Albert Goedke House Apartments in Arlington Heights.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

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

A full copy of the Village of Arlington Heights' Citizen Participation process is available upon request from the Village.

The Village requested information from the general public, units of government, service provider agencies through an on-line “Housing and Community Development Survey” that was posted on the Village’s website from February 14, 2020 to March 16, 2020. Notices concerning the survey were distributed through social media and direct mail to all persons and agencies on the CDBG interested persons mailing list. An article concerning the survey was also published in the Daily Herald which is the newspaper of general distribution for the Arlington Heights area.

Public hearings are scheduled during the development of the Consolidated Plan on June 8, 2020 and July 20, 2020. The draft of the Consolidated Plan will be made available for a 30-day public comment period between these two public hearings. The Village will publish notices in the Daily Herald newspaper and on the Village’s website regarding the public hearings and the availability of the draft Consolidated Plan for public comment.

The Village has broadened its citizen participation process through use of its website and social media tools.

Input from individual representatives of agencies and organization was used in the development of the Consolidated Plan to assess needs, evaluate the housing market, and develop the Strategic Plan.

Citizen Participation Outreach

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	A public hearing June 8, 2020 before the Village Trustees Committee of the Whole.	To be provided	To be provided	
2	Public Comment Period	Non-targeted/broad community	A 30 day public comment period will be held from June 10, 2020 – July 11, 2020	To be provided	To be provided	www.vah.com
3	Public Hearing	Non-targeted/broad community	A second public hearing is scheduled for July 20, 2020 before the Village Board of Trustees.	To be provided	To be provided	
4	Internet Outreach	Non-targeted/broad community	An on-line Housing and Community Development Survey posted on the Village's website.	Survey results to be added as appendix	NA	www.vah.com

Table 5– Citizen Participation Outreach

Demo

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The U.S. Department of Housing and Urban Development (HUD) provided data from the U.S. Census 2011-2015 American Community Survey (ACS) and HUD generated 2011-2015 CHAS data for the Village to use in its Needs Assessment. HUD asks that the Village review with data to identify:

1. The housing needs of the Village's extremely low-, low- and moderate-income households,
2. The community's greatest needs among housing types (ex. small related, large related, elderly and other), and
3. Any races or ethnicities that have disproportionately greater needs than the general Arlington Height population.

BACKGROUND

The Village of Arlington Heights is a suburban community located in Cook County, Illinois approximately 25 miles northwest of the City of Chicago. Arlington Heights was incorporated in 1871 and experienced slow growth until a large population increase and annexations expanding the Village occurred in the 1950s and 1960s. Recently, Arlington Heights experienced the redevelopment of much of its downtown area which surrounds a commuter rail station. Land space in the community is now limited, and as a built-out community, change comes mainly in the form of redevelopment.

ARLINGTON HEIGHTS HOUSING UNITS

According to 2011-2015 ACS data, the Village has a population of 75,800 residents and there are 32,324 housing units. Of the Village's housing units 75% are owner-occupied and 25% are rentals. Of the Village's housing units:

57% are single family detached homes or duplexes

8% are single family attached homes (i.e. townhomes)

12% are housing structures containing 3 – 9 units

3% are housing structures containing 10 – 19 units

20% are structures containing 20 or more units

NUMBER OF ARLINGTON HEIGHTS HOUSEHOLDS BY AREA MEDIAN INCOME

Percentage AMI	Number of Households
0 – 30% (Extremely Low Income)	2,395
>30 - 50% (Low Income)	2,810
>50 - 80% (Moderate Income)	4,160
>80 – 100%	3,195
>100%	17,805

2011-2015 CHAS

Narrative:

The total number of Arlington Heights households that are extremely low, low, and moderate income as defined above is 9,365 households or 31% of all Arlington Heights households.

HOUSING PROBLEMS

HUD identifies the following housing problems for examination:

1. Housing lacking in complete plumbing;
2. Housing lacking in complete kitchens;
3. Severe overcrowding;
4. Overcrowding;
5. Cost burden; and
6. Severe cost burden.

Housing Lacking in Complete Plumbing and Kitchens

According to the US Census American Community Survey 5-Year Estimates for 2013 – 2017, the number of Arlington Heights households lacking complete plumbing was 73 households (.2 of all Arlington Heights households) and the number lacking complete kitchens was 98 (.3% of all Arlington Heights households). Do to these very low numbers, the Village of Arlington Heights.

Overcrowding

HUD defines overcrowded households as those that have 1.01 to 1.5 persons per room residing in a dwelling unit. According to the US Census American Community Survey 5-Year Estimates for 2013 – 2017, there were 337 overcrowded households in Arlington Heights which constitutes 1% of all Arlington Heights Households.

Severe Overcrowding

HUD defines severely overcrowded households as those that have 1.51 or more persons per room residing in a dwelling unit. According to the US Census American Community Survey 5-Year Estimates for 2013 – 2017, there were no (0) severely overcrowded households in Arlington Heights.

Narrative:

Since the number of Arlington Heights households that are lacking in complete plumbing, complete kitchens are severely overcrowded or are overcrowded is so low, the Village of Arlington Heights directs its attention to housing affordability where need is shown. Further, it is expected that the many of the incidents of incomplete plumbing and kitchens and overcrowding are functions of household income and housing affordability.

Beginning in 2020, the Village began experiencing housing needs associated with the Corona virus pandemic. Due to the stay-at-home order and closing of businesses, residents lost jobs or otherwise experienced decreases in income that have affected their housing stability.

COST BURDEN

Cost burden is defined as a household spending more than 30% of its monthly income on monthly housing costs. The numbers of cost burdened Arlington Heights residents is shown below and is subcategorized by owners and renters.

**Total Cost Burdened
Arlington Heights Residents
Renters and Owners**

	Renters	Owners
Cost Burdened Households at 0 – 30% AMI (Extremely Low Income)	740	1,014
Cost Burdened Households at >30% AMI – 50%AMI (Low Income)	970	1,378
Cost Burdened Households at >50% – 80% AMI (Moderate Income)	639	1,555
Total Cost Burdened Extremely Low through Moderate Households	2,349	3,947

2011-2015 CHAS

Narrative:

The numbers provided above provide the answer to the questions, “How great is the need for affordable housing in Arlington Heights among current residents.” The data above indicates that a total of 2,349 current Arlington Heights renters are living in unaffordable housing situations and 3,947 Arlington Heights owners are living in unaffordable housing situations.

**Cost Burdened
Extremely Low, Low and Moderate Income
Renter and Owner Households
by Household Types and Tenure**

	Renter		Owner	
	Number of Households	Percentage of Households	Number of Households	Percentage of Households
Small Related	675	28.7%	1,059	26.8%
Large Related	95	4.0%	204	5.2%
Elderly	934	39.8%	2,125	53.8%
Other	645	27.4%	559	14.2%
Total	2,349	100% (rounded)	3,947	100%

2011-2015 CHAS

Narrative:

The table above shows the numbers of cost burdened, extremely low – moderate income households by type (small related, large related, elderly and other). The majority of other households are single (non-elderly) and unrelated households). The greatest numbers or percentages of cost burdened extremely low – moderate income households by type are found in these categories:

Elderly, owner households:	2,125 households
Small related, owner and rental households:	1,059 and 675 households respectively
Elderly, rental households:	934 households
Other (ex. single and non-related households):	645 households

SEVERE COST BURDEN

Severe cost burden is defined as a household spending more than 50% of its monthly income on monthly housing costs. The numbers of severely cost burdened Arlington Heights residents is shown below and is subcategorized by owners and renters.

Total Severely Cost Burdened Arlington Heights Residents Renters and Owner

	Renters	Owners
Severely Cost Burdened Households at 0 – 30% AMI (Extremely Low Income)	725	849
Severely Cost Burdened Households at >30% AMI – 50%AMI (Low Income)	490	770
Severely Cost Burdened Households at >50% – 80% AMI (Moderate Income)	145	655
Total Severely Cost Burdened Extremely Low through Moderate Households	1,360	2,274

2011-2015 CHAS

Narrative:

The numbers provided above delve into the severity of affordable housing need in Arlington Heights. The data above indicates that a total of 1,360 current Arlington Heights renters with incomes that are extremely low through moderate are living in severely unaffordable housing situations, and 2,274 Arlington Heights owners with income that are extremely low through moderate are living in severely unaffordable housing situations. These numbers are subset of the broader population of cost burdened households. Therefore, of the 2,349-cost burdened, renter households, 1,360 are severely cost burdened and of the 3,947-cost burdened, owner households 2,274 are severely cost burdened.

Severely Cost Burdened
Extremely Low, Low and Moderate Income
Renter and Owner Households
by Household Types

	Renter		Owner	
	Number of Households	Percentage of Households	Number of Households	Percentage of Households
Small Related	235	17.3%	579	25.5%
Large Related	80	5.9%	130	5.7%
Elderly	680	50%	1,205	53%
Other	365	26.8%	360	15.8%
Total	1,360	100% (rounded)	2,274	100%

2011-2015 CHAS

Narrative:

The table above shows that the majority of severely cost burdened extremely low through moderate income Arlington Heights residents are elderly - 50% (n=680) of all severely cost burdened renters and 53% (n=1,205) of all cost burdened owners. The next most populated group of severely cost burdened renters is "other" renters (primarily single persons. The next most populated group of severely cost burdened owners is small related households at 25.5% (n=579) of all severely cost burdened owner households.

DISPROPORTIONATELY GREATER HOUSING NEED: HOUSING PROBLEMS BY RACE/ETHNICITY

According to HUD, **disproportionate need** occurs when a household category has a level of **need** that is at least 10 percentage points higher than the level of **need** of all households in a particular income category. A housing need is defined as a household having one or more of the following problems: 1. Lack of complete kitchen facilities, 2. Lack of complete plumbing facilities, 3. More than 1 persons per room, 4. Cost Burden greater than 30%.

The analysis below does not include American Indian, Alaska Native or Pacific Islander residents. These groups represent less than 1% of Arlington Heights population and resulted in no measured HUD CHAS data.

Disproportionate Need: Housing Problems

The data below indicates the numbers and proportions of housing needs the extremely low, low, and moderate income levels. The data reflects households with any of the four housing needs.

0 – 30% AMI Households With at Least One of the 4 Housing Needs

	Has 1 or more of the 4 housing problems	Percent of persons by race with at least 1 housing problem as a percent of all persons of that race
Jurisdiction as a Whole	1,765	73.8%
White	1,525	74.6%
Black/African American	25	100%
Asian	75	57.7%
Hispanic	130	74.3%

2011-2015 CHAS

Narrative: Of the residents with incomes of 0 – 30% AMI, 73.8% had at least one housing problem. Broken down by race/ethnicity, Black/African American residents in this income category experienced disproportionate housing need with 100% (n=25) experiencing a housing need.

**>30 – 50% AMI Households
With at Least One of the 4 Housing Needs**

	Has 1 or more of the 4 housing problems	Percent of persons by race with at least 1 severe housing problem as a percent of all persons of that race
Jurisdiction as a Whole	2,335	83.4%
White	1,935	81.3%
Black/African American	125	96.9%
Asian	130	97%
Hispanic	135	97.1%

2011-2015 CHAS

Narrative: Of the residents with incomes of >30 – 50% AMI, 834% had at least one housing problem. Broken down by race/ethnicity, 96.9% of Black/African American residents (n=125), 97% of Asian residents (n=130), and 97.1% of Hispanic residents (n=135) experiencing a disproportionate housing needs.

**>50 – 80% AMI Households
With at Least One of the 4 Housing Needs**

	Has 1 or more of the 4 housing problems	Percent of persons by race with at least 1 housing problem as a percent of all persons of that race
Jurisdiction as a Whole	2,275	54.6%
White	1,899	55%
Black/African American	25	25%
Asian	105	44.7%
Hispanic	200	64.5%

2011-2015 CHAS

Narrative: Of the residents with incomes of >50 – 80% AMI, 54.6% had at least one housing problem. Broken down by race/ethnicity, no race or ethnicity experienced a disproportionate housing need although the Hispanic category was within .1%.

Conclusion:

Disproportional Need was experienced with regard to severe housing need by:

- Black/African Americans at 0 – 30% AMI
- Black/African American at >30 – 50% AMI
- Asian at >30 – 50% AMI
- Hispanic at >30 – 50% AMI

DISPROPORTIONATELY GREATER NEED: SEVERE HOUSING PROBLEMS BY RACE/ETHNICITY

According to HUD, **disproportionate need** occurs when a household category has a level of **need** that is at least 10 percentage points higher than the level of **need** of all households in a particular income category. A severe housing need is defined as a household having one or more of the following problems: 1. Lack of complete kitchen facilities, 2. Lack of complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden greater than 50%.

0 – 30% AMI Households With Severe Housing Need

	Persons with a severe housing need	Percent within income level and race category with a severe housing need
Jurisdiction as a Whole	1,585	66.3%
White	1,365	66.4%
Black/African American	25	100%
Asian	75	57.6%
Hispanic	115	65.7%

2011-2015 CHAS

Narrative: Of the residents with incomes of 0 – 30% AMI, 66.3% had a severe housing need. Broken down by race/ethnicity, Black/African American residents in this income category experienced disproportionate severe housing need with 100% (n=25) experiencing a severe housing need.

>30 – 50% AMI With Severe Housing Need

	Persons with a severe housing need	Percent within income level and race category with a severe housing need
Jurisdiction as a Whole	1,290	46.1%
White	1,095	21.4%
Black/African American	55	44.3%
Asian	54	34.6%
Hispanic	75	55.9%

2011-2015 CHAS

Narrative: Of the residents with incomes of >30 – 50% AMI, 46.1% experienced a severe housing need. Broken down by race/ethnicity, no race or ethnicity experienced a disproportionate housing need.

**>50 – 80% AMI
With Severe Housing Need**

	Persons with a severe housing need	Percent within income level and race category with a severe housing need
Jurisdiction as a Whole	895	21.5%
White	790	22.9%
Black/African American	10	10%
Asian	15	6.2%
Hispanic	60	19%

2011-2015 CHAS

Narrative: Of the residents with incomes of >50 – *0% AMI, 21.5% experienced a severe housing need. Broken down by race/ethnicity, no race or ethnicity experienced a disproportionate housing need.

Conclusion:

Disproportionately greater sever housing need was experienced:

- Black/African Americans at 0 – 30% AMI.
- No other disproportional impact of severe housing need was found.

DISPROPORTIONATELY GREATER NEED: HOUSING COST BURDEN BY RACE/ETHNICITY

Housing Cost Burden

	Number of Households Cost Burdened at 30 – 50%	Percentage of Arlington Heights Residents Cost Burdened at 30 – 50%	Number of Households Severely Cost Burdened at >50%	Percentage of Arlington Heights Residents Severely Cost Burdened at >50%
Jurisdiction as a Whole	5,030	16.6%	4,134	13.6
White	4,101	15.6%	3,595	13.7
Black/African American	115	2.5%	110	22.5
Asian	515	22.6%	165	7.2
Hispanic	355	29.6%	230	19.2

2011-2015 CHAS

Conclusion:

Disproportionately greater housing cost burden is experienced by:

- Hispanic Arlington Heights residents who are cost burdened (30 – 50% of monthly income used for housing costs)
- No disproportionate racial/ethnic impact was indicated with regard to of severe housing burden

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The Village of Arlington Heights' public facilities and public improvement needs for Village-owned and maintained public facilities and infrastructure are described in the Village's Capital Improvement Plan. The most recent Capital Improvement plan is for the 5-year period from 2019 – 2023.

During the past decade, the Village has undertaken several major public facility building projects including the construction of a new Village Hall, Fire Stations, and Police Station.

In 2020, the Village Board approved funding for a Senior Center Feasibility Study to analyze the facility improvement needs at the Senior Center which is now 25 years old.

During the development of its Consolidated Plans and Annual Action Plans, Staff has also analyzes public facility accessibility needs and public facility and infrastructure needs specific to its HUD-identified low- and moderate-income areas.

Public facilities are also sometimes owned or operated by non-profit agencies. These types of public include, but are not limited to: group homes, homeless shelters, supportive housing, service centers, and transitional housing. Facilities of all of these types are located in the Village of Arlington Heights, and in some cases, Arlington Heights residents are eligible for service by non-profit agencies located in other near-by communities but whose service areas include Arlington Heights.

How were these needs determined?

The Village's five-year Capital Improvement Plan (CIP) process is completed on a bi-annual basis as part of the Village's planning and budgeting process. The Village's CIP Committee assembles information to update the five-year capital improvement plan, and projects funding sources to pay for them. Existing or ongoing projects included in the five-year CIP are re-evaluated for continued inclusion in the plan. The Village's website is also utilized to generate capital project ideas from Village residents.

The detailed five-year CIP is developed during even-numbered years, with special emphasis on the first two-years of the plan. This reflects the multi-year nature of many of the capital projects that are included in the CIP. During the years when there is not a detailed CIP being presented to the Village Board, staff provides the Village Board with a summary update showing any changes in the estimated costs from the prior year; and after the local election process that occurs every two years, each Village Department prepares a presentation for the "new" Village Board. This is followed by the Village Board's bi-annual goal setting process. After the Village Board's goals and objectives are established, staff develops a two-year business plan that reflects the Village's Board's stated goals.

With regard to the non-profit owned or operated public facilities, the Village has provided financial support to group homes, homeless shelters, supportive housing, service centers, and transitional housing in the past. Consultation with non-profit agencies have revealed that there is additional client demand for all of these types of public facilities to serve Arlington Heights residents. The 2020 Housing and Community Development Needs Survey indicates public support for public facilities.

Describe the jurisdiction's need for Public Improvements:

According to the 2019-2023 CIP, the Village's Capital Priorities are:

1. Street Resurfacing
2. Street Reconstruction
3. Flood Control Projects
4. Storm Sewer Program
5. Operating Equipment Replacement
6. Backyard Drainage Improvements
7. Pavement Crack Sealing
8. Paver Brick Maintenance
9. Sidewalk & curb Replacement
10. Roof Maintenance Program
11. Traffic Signal Maintenance
12. Historical Society Building Repairs

How were these needs determined?

See the section above that described the Capital Improvement Program process.

Describe the jurisdiction's need for Public Services:

Village of Arlington Heights residents are in need of a wide array of public services. The Village contains or is served by many non-profit agencies that provide these services. Types of public services for which needs have been demonstrated and funding has been provided through recent Annual Action Plans includes: 1) extremely low, low, and moderate income family self-sufficiency programs, 2) adult literacy program, 3) sexual assault counseling and services, 4) child abuse services, 5) domestic violence services, 6) homeless services, 7) senior transportation for medical appointments, 8) subsidized health care, 9) disability services, and 10) child care.

How were these needs determined?

The Village identifies public services needs in the Village through the Consolidated Plan process. Annually, the Village receives information concerning public service needs through the Community Development Block Grant (CDBG) application process.

The Village also conducted a Housing and Community Development Survey in February/March 2020. Below is a summary of the results of the survey provided on a weighted basis from highest to lowest need.

A report on the results of this survey is attached to this Consolidated Plan.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Since its incorporation in 1887, the Village of Arlington Heights has grown into the largest Cook County suburb and the fifth largest suburb in the Chicago metropolitan area. The Village has reached the “maturation” stage in its development. The Village is “built-out” to its boundaries with little undeveloped land. Redevelopment has become the predominant issue when planning for the future of the Village.

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	17,565	55%
1-unit, attached structure	2,363	7%
2-4 units	1,010	3%
5-19 units	4,159	13%
20 or more units	6,670	21%
Mobile Home, boat, RV, van, etc.	0	0%
Total	31,767	100%

Data Source: 2011-2015 ACS

Narrative:

According to the 2011 – 2015 American Community Survey, there are 31,767 housing units in Arlington Heights. The majority of the housing units are 1-unit detached homes (55%). Most multi-family homes are in large developments of 20 or more units. There relatively fewer numbers of housing units in 1-unit attached structures (i.e. townhomes) and smaller structures having 2 – 19 units.

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,135	5%	485	7%
1980-1999	5,030	22%	2,635	35%
1950-1979	14,845	65%	4,028	54%
Before 1950	1,924	8%	289	4%
Total	22,934	100 %	7,437	100 %

Data Source: 2011-2015 CHAS

Narrative:

As indicated in the above table, a total of 58% of the Village's housing stock was built prior to 1980 and is therefore at least 40 years old. It can be expected due to the abundance of housing of this age will lead to continued need for modifications to update basic home system components, energy improvements, and accessibility. These rehabilitation needs exist and will continue to grow for single family and multi family structures.

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	16,769	73%	4,317	58%
Housing Units build before 1980 with children present	977	4%	669	9%

Data 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Source:

Narrative:

The Village is aware of the hazards of lead based paint, particularly for housing units build before 1980. The number of housing units in Arlington Heights build before 1980 is 16,769. The Village complies with all federal lead-based paint requirements when implementing its Community Development Block Grant (CDBG) funded programs. The Village's Department of Health and Human Services offered blood lead-based paint testing which is free for anyone unable to pay the nominal fee. To date, no lead based paint poisoning cases have been recorded by the Cook County Health Department in Arlington Heights.

Cost of Housing

Year	Median Home Value	Median Rent Paid
1990	168,900	711
2000	240,600	933
2010	372,300	967
2011–2015	320,600	1,107
2013-2017	340,300	1,260

Data Source: 1990 Census, 2000 Census, 2010 Census, 2011-2015 ACS and 2013–2017 ACS

Narrative:

Arlington Heights home values increased dramatically from the 1990s until the housing downturn affected home values just after 2010. The table below shows the decrease in home values from 2020 to the American Community Survey 2011-2015 estimate. Home values have been recovering but have not returned to the peak values. Median rents also dramatically increase from 1990 to 2000 and have increase steadily since then.

Housing Affordability

% Units affordable to Households earning	Affordable Renter Units	Affordable Owner Units
30% AMI	420	No Data

% Units affordable to Households earning	Affordable Renter Units	Affordable Owner Units
50% AMI	635	815
80% AMI	2,824	2,775
100% AMI	No Data	4,998
Total	3,879	8,588

Data Source: 2011-2015 CHAS

Is there sufficient housing for households at all income levels?

	Arlington Heights Households	Affordable Renter Units	Affordable Owner Units	Total Affordable Renter and Owner	Affordable Unit Stock Compared to Households
30% AMI	2,395	420	No Data	420	- 1,975
>30 - 50% AMI	2,810	635	815	1,450	- 1,360
>50 - 80% AMI	4,160	2,824	2,775	5,599	+ 2,775
100% AMI	3,195	No Data	4,998	4,998	+ 1,803
	12,560	3,879	8,588	12,467	

Data Source: 2011-2015 CHAS

Narrative:

The table above shows that there is a shortage of 1,975 housing units in Arlington Heights affordable to current residents within that income category. There is a shortage of 1,360 housing units affordable within the over 30% to under 50% of area median income category.

In Arlington Heights, of the 31,767 total Arlington Heights housing units, approximately 75% or 23,825 are ownership units and approximately 25% or 7,925 are rental units. The percentage of ownership units that are affordable up to 100% of area median income is 36% while the percentage of rental units that are affordable up to 100% of area median income is 49%.

How is affordability of housing likely to change considering changes to home values and/or rents?

Affordability is likely to decrease if the values of ownership housing and rents continue to increase. The Village of Arlington Heights is implementing a counter measure by developing its inclusionary zoning program that requires the inclusion of affordable units in new construction developments that would otherwise be unaffordable to low-income households. The inclusionary zoning program also generates funds into the Affordable Housing Trust Fund to be used to generate affordable housing.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

Discussion:

The current (2019) HOME rents/Fair Market Rent in the Chicago-Joliet-Naperville area are \$1,044 for a 1-bedroom unit and \$1,212 for a 2-bedroom unit. The Fair Market Rents, the amounts paid for units under the Housing Choice Voucher Program, for 2020 are:

Zip Code	Efficiency	1-Bedroom	2-Bedroom
60004	1,120	1,260	1,460
60005	1,000	1,120	1,300

Participants in the federal Housing Choice Voucher program pay 30% of their monthly incomes for monthly rent. The program pays the difference up to the limits shown above. These limits are comparable to the 2017 Arlington Heights median rent of \$1,260. If the Fair Market rent continues to be comparable to median market rents, rental property owners may be open to accepting Housing Choice Vouchers.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

The Village of Arlington Heights has strong non-housing assets which make Arlington Heights a desirable community. These assets include business activity, high quality educational institutions, and a highly educated workforce.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	28	0	0	0	0
Arts, Entertainment, Accommodations	3,053	3,082	10	8	-2
Construction	1,366	1,680	4	4	0
Education and Health Care Services	5,196	8,108	16	20	4
Finance, Insurance, and Real Estate	2,918	1,615	9	4	-5
Information	868	1,139	3	3	0
Manufacturing	3,314	1,735	10	4	-6
Other Services	1,344	1,484	4	4	0
Professional, Scientific, Management Services	5,487	5,025	17	12	-5
Public Administration	0	0	0	0	0
Retail Trade	3,998	14,403	13	35	22
Transportation and Warehousing	1,404	503	4	1	-3
Wholesale Trade	2,667	1,975	8	5	-3
Total	31,643	40,749	--	--	--

Table 6 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	41,141
Civilian Employed Population 16 years and over	38,785
Unemployment Rate	5.75
Unemployment Rate for Ages 16-24	12.87
Unemployment Rate for Ages 25-65	4.39

Table 7 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	13,990
Farming, fisheries and forestry occupations	1,685
Service	2,550
Sales and office	9,590
Construction, extraction, maintenance and repair	1,650
Production, transportation and material moving	1,095

Table 8 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	19,605	55%
30-59 Minutes	12,550	35%
60 or More Minutes	3,815	11%
Total	35,970	100 %

Table 9 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	800	55	389
High school graduate (includes equivalency)	4,030	305	1,080
Some college or Associate's degree	7,470	525	1,445
Bachelor's degree or higher	20,435	904	3,415

Table 10 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	20	190	180	230	425
9th to 12th grade, no diploma	415	140	155	358	520
High school graduate, GED, or alternative	1,155	925	1,100	3,390	4,344
Some college, no degree	1,820	1,585	1,200	3,835	2,790
Associate's degree	330	700	605	1,528	690
Bachelor's degree	874	3,813	3,445	8,210	3,139

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Graduate or professional degree	90	2,093	2,919	4,280	2,030

Table 11 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	52,528
High school graduate (includes equivalency)	109,658
Some college or Associate's degree	112,854
Bachelor's degree	172,567
Graduate or professional degree	197,377

Table 12 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The categories: 1) Professional, Scientific, Management Services and Education, and 2) Health Care Services are the largest employment sectors in Arlington Heights.

Describe the workforce and infrastructure needs of the business community:

Arlington Heights offers exceptional location and infrastructure. The community is directly serviced by two highways (I-90 and IL-53), two Metra commuter rail stations, and is within 15 a minute drive of O'Hare International Airport. The Village is also accessed via several PACE bus routes. Arlington Heights is also a highly educated community with over 20,000 workers in the labor force holding a Bachelor's degree or higher. Another 7,500 have an Associate's degree or some college education.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.

Describe any needs for workforce development, business support or infrastructure these changes may create.

The Village has 3 active Tax Increment Financing (TIF) districts. Another TIF District has been proposed for the South Arlington Heights Road corridor. These TIF districts are intended to spur business growth and development. This growth would generate construction jobs and employment with the developments and be supported by public infrastructure.

Arlington Heights has been impacted by the Covid 19 pandemic of 2020. The Village is a community that generates over \$1.2 billion in retail sales, much of which has been temporarily shut down due to understandable government "stay-at-home" mandates. The Village has concerns that many of these businesses may not re-open, and that there are lots of daytime workers in Arlington Heights that have been let go.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Arlington Heights has a highly educated workforce, with two-thirds of workers having a Bachelor's degree or higher. The community offers much in the way of "white collar" employment and Management, Business and Financial and Sales and Office occupations providing nearly 24,000 jobs. The Village also maintains an ongoing partnership with the Small Business Development Center at Harper College, which provides a host of free and low-cost services and programs to current and prospective Arlington Heights business owners.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The Illinois Department of Employment Security (IDES) maintains an office in Arlington Heights. The North Suburban Cook County American Job Center is also located in Arlington Heights which provides resources, tools and connections. Job seekers and businesses of any size are provided with highly efficient and effective recruitment, hiring and training expertise and assistance. They are an entry point to an extensive network of public and private support programs that can help address employment and business challenges. They are part of the statewide Illinois worknet initiative and are funded in large part by tax dollars. Most services are offered at little or no cost. These services may be linked to economic development initiatives that the Village chooses to implement under the Consolidated Plan.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Village has been participating in Cook County's development of the CEDS Plan.

The Village of Arlington Heights has a formal economic development plan that is regularly updated to account for economic trends and strategies.

Also, the Chicago Metropolitan Agency for Planning's (CMAP) Go To 2040 and On to 2050 plans are regional plans designed to help facilitate economic growth throughout the Chicago metro area. It accounts for regional planning, economic development, and infrastructure.

The Village of Arlington Heights has a formal economic development plan that is regularly updated to account for economic trends and strategies.

Discussion

As describe above, The Village of Arlington Heights offers strong non-housing assets which make Arlington Heights a desirable community.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

Not to the Village's knowledge.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

Racial and Ethnic Minority Concentrations: For the purposes of this Consolidated Plan, the Village defines areas of racial and ethnic concentration as Census block groups where the proportion of persons of a given race or ethnicity are is 10% or higher than in the population as a whole. For example, the proportion of the Village of Arlington Height population that is categorized as Asian in the 2013-2017 American Community Survey is approximately 9%. A block is determined to have a concentration of Asian residents if the proportion of residents in the block group is 19% or higher.

A map is attached to this Consolidated Plan showing the block groups that are areas of concentrations of Black/African American, Asian, and Hispanic residents. The number of resident in Arlington Heights who are American Indian/Alaskan Native or Native Hawaiian/Other Pacific Islander are extremely low (.1% and 0% respectively) and not included in the mapping.

There is an area of concentration that includes residents who are Black/African American, Asian and Hispanic at the southernmost part of the Village which is an area primarily composed of multi-family rental housing. It is also an area of low and moderate income concentration as noted below. There are two areas of concentration of Asian residents in the more central part of the Village. One of these areas (that contains two adjacent block groups) contains the Chicago Futabakai Japanese School which may, in part, be a draw for Asian residents to locate in this area. There are other minority and ethnic areas of concentration shown on the perimeter areas of the Village where the block groups contain residents of the Village of Arlington Heights and residents of either other communities or are unincorporated areas.

Low-Income Areas: The Village of Arlington Heights is an "exception grantee" under HUD regulations. This means that a standard other than an area having greater than 50% low- and moderate-income residents constitutes a low and moderate income area. 2019

is the latest year for which HUD has made a determination of the standard applied to Arlington Heights. The determination is that Census block groups that have at or below 37.57% low- and moderate-income residents constitute the Village area of concentration of low- and moderate-income residents. A map of these block groups is attached to this Consolidated Plan.

There is a cluster of low- and moderate-income concentration in the southernmost part of the Village. This area has the highest concentration of multi-family rental units in the Village and also contains a federally subsidized family and senior development. Other block groups containing designated low- and moderate-income concentrations also multi-family housing or modest single-family homes. Several identified block groups contain areas that are within the boundaries of the Village of Arlington Heights but extend into other villages or unincorporated areas of Cook County.

What are the characteristics of the market in these areas/neighborhoods?

These areas are primarily multi-family housing areas with a mix of rental units and condominium units. The demand for rental units is high. It is thought that many of the condominium units are investments properties that are being rented.

Are there any community assets in these areas/neighborhoods?

The availability of community assets such as high-quality schools, parks, and infrastructure are available in all areas/neighborhoods in the Village.

Are there other strategic opportunities in any of these areas?

The area with the highest concentrations of minority residents and low-income residents is at the southernmost part of the Village. Strategic opportunities available in this area includes easy access to highways (to reach job opportunities) and an active business district on the Algonquin Road corridor.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

Residents of Arlington Heights depend on high-speed internet services to access communication, information, and to stay connected with the community. There are internet broadband service providers covering 100% of area of the Village of Arlington Heights.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

Arlington Heights residents have three connection options. Cable internet is provided by Xfinity and WOW! AT&T is the area's DSL provider. All three reach 95% of residents. Fiber optics are not yet available to residents. Satellite internet from Hughesnet is another option, however.

In addition to the options provided to residents, businesses in the area can connect to copper wire and DSL from Megapath. They're also beginning to get fiber optics. Currently, Level 3 Communications reaches 1% of commercial users with this option.

Fastest Internet Service Providers in Arlington Heights

AT&T offers internet at speeds up to 1000 Mbps

Xfinity offers internet at speeds up to 1000 Mbps

WOW! offers internet at speeds up to 1000 Mbps

Viasat offers internet at speeds up to 25 Mbps

While additional competition may always be of benefit, competition exists in Arlington Heights among vendors.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The Arlington Heights Emergency Management Agency 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.

The EMA Coordinator is responsible for maintaining the Village's Emergency Operations Plan which would be relied on by all Village departments in the event of a man-made or natural disaster. In the event of such an emergency, Village resources would be coordinated with county, state and federal agencies to provide the most efficient response possible. The Arlington Heights Emergency Management Agency maintains a comprehensive Emergency Operations Plan (EOP) that addresses how the Village would respond to a variety of different disaster scenarios. The EOP assigns responsibilities to each of the various departments within the Village and outlines mutual aid agreements with various local, county and state agencies. The EOP is reviewed quarterly and updated and submitted for county and state certification every two years.

Since 1968 the Village has maintained an Outdoor Warning Siren System to warn residents of approaching tornadoes. As the Village has grown so has the siren system which now stands at 12 siren units strategically located throughout the Village. These sirens are activated when there is a confirmed sighting of a tornado within ten miles of the Village. The proper action is to seek shelter in a substantial structure away from windows. Monitor radio or television if available to obtain information regarding the emergency as it becomes available. Do not call 911 to seek additional information about the nature of the warning. Doing so may overload the emergency telephone lines and access may not be available to those in need with a true emergency. The warning sirens are tested on the first Tuesday of each month at 10:00 a.m. to ensure that they are working properly.

The U.S. Department of Homeland Security has produced a new program called Ready Campaign. This program is designed to educate and empower Americans to prepare for emergencies including making up an emergency supply kit, a family emergency and communication plan, and be informed about the different types of emergencies that could occur and their appropriate responses. Individuals interested in more information are directed to READY.gov. For additional information, they are also directed to FEMA, the Illinois Emergency Management Agency, American Red Cross and the National Weather Service.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Housing occupied by low- and moderate-income households in Arlington Heights are under no greater risks than households throughout the Village.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

This section of the Consolidated Plan describes the Village of Arlington Heights' strategy for addressing the community development needs of the Village, particularly of its low- and moderate-income residents. The Village intends to use CDBG, CDBG Covid 19 (CDBG-CV), and other types of federal funding (if available) to address the housing and other community development needs of its extremely low-, low-, and moderate-income residents.

Village General Funds will also continue to be used to support activities of the Department of Planning & Community Development, Department of Health and Human Services, and other departments engaged in programs that benefit the extremely low-, low-, and moderate-income persons residing in the Village.

The Village will also seek private financing for projects, when appropriate, to match and extend the use of government funds.

In this Strategy, the Village will identify its priority needs and also its priorities for funding. The Strategy is intended to address the community's highest priority needs that can effectively be addressed with the amount of funds and other community resources that are available. Under each priority needs area, the Village will list specific goals for meeting those priority needs.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

Table 13 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The Village of Arlington Heights has determined that it will not invest funds on a geographic basis other than directing some public facility and/or infrastructure funds to CDBG-eligible low/moderate income Census block groups.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 14 – Priority Needs Summary

1	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Municipality
	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 household; and to provide a wide range of housing options for all residents in the community.
	Basis for Relative Priority	Cost burden (including severe cost burden) were shown to be the primary housing problem in the Village of Arlington Heights. Therefore, affordable housing is ranked as a high priority need. The associated goals of homeowner unit preservation and rental unit preservation are identified because the Village intends to use CDBG funds to address these goals in order to enhance affordability and to address the Village's aging.
2	Priority Need Name	Homelessness
	Priority Level	High

	Population	Extremely Low Low Moderate Chronic Homelessness Unaccompanied Youth
	Geographic Areas Affected	Municipality
	Associated Goals	Homeless Services
	Description	Under the Homelessness priority need area, 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.
	Basis for Relative Priority	Although the number of homeless is relatively low as a percentage of the total population, there is a significant housing need among extremely low- and low-income renters, particularly cost burden needs. These renters are at-risk of homelessness. The Village also recognizes that the needs of homeless persons should be prioritized due to the level and complexity of their needs, and the impact of homelessness and unstable housing on individuals, families (particularly families with children), and the broader community.
3	Priority Need Name	Other Special Housing/Non-Homeless Needs
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence
	Geographic Areas Affected	Municipality
	Associated Goals	Public Facilities Rental Unit Preservation
	Description	Under the Other Special Housing/Non-Homeless Needs area, the Village seeks to provide transitional and permanent housing with supportive services, or supportive services alone, to enable persons with special needs who are not currently homeless but require housing assistance to live healthily and as independently as possible in the community.
	Basis for Relative Priority	The needs for special housing for non-homeless persons is evidenced by the waiting lists for supportive housing in the community.
4	Priority Need Name	Public Service Needs
	Priority Level	High

	Population	Extremely Low Low Moderate Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence
	Geographic Areas Affected	Municipality
	Associated Goals	Public Services

	Description	Under Public Service Needs, 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. Services will primarily be provided by private, non-profit organizations in the community. The Village will consider funding all types of public services based on demonstrated needs in the community among extremely low, low- and moderate-income individuals and households. The income ranges of persons to benefit from the public services are indicated below.
	Basis for Relative Priority	The need for public services is evidenced by the number of applications that the Village received for CDBG funding and the data contained in those applications.
5	Priority Need Name	Public Facilities
	Priority Level	High
	Population	Extremely Low Low Moderate Chronic homeless Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	Municipality
	Associated Goals	Public Facilities

	Description	Under Public Facilities needs, 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. Housing and other facilities that provide housing and/or services for special populations are usually categorized by HUD as public facilities (ex. homeless shelters and group homes).
	Basis for Relative Priority	The Village recognizes that populations such as homeless persons and persons with special needs have high levels of need for public facilities as defined by HUD. Public facility accessibility has also been a high priority of the Village so that persons with disabilities have access to all parts of the Village including its amenities and public building. The Village also recognizes the importance of its own facilities that service low- and moderate-income residents including those presumed to be low- and moderate-income such as the Arlington Heights Senior Center.
5	Priority Need Name	Infrastructure
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Areas eligible for infrastructure improvements under federal programs including the CDBG program. This includes block groups identified by HUD as low- and moderate-income block groups and improvements for accessibility throughout the Village to address the needs of persons with disabilities who are presumed to be low and moderate income.
	Associated Goals	Infrastructure
	Description	Infrastructure is a high priority of the Village. Infrastructure includes, but is not limited to, the installation, replacement, or improvement of roads, sidewalks, buildings, etc. and accessibility improvements.
	Basis for Relative Priority	The community survey indicates a high priority in among members of the community for sound infrastructure. This high priority is also indicated in the Village's Capital Improvement Plan.

6	Priority Need Name	Planning & Administration
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Non-housing Community Development
	Geographic Areas Affected	Municipality

	Associated Goals	Homeowner Unit Preservation Rental Unit Preservation Homeless Services Public Facilities Public Services Planning and Administration Economic Development Infrastructure
	Description	Under Planning & Administration, 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.
	Basis for Relative Priority	Staff support is needed to continue to administer the CDBG and CDBG-CV grants and to manage Village-administered CDBG-funded programs. The Village expects that all programs and projects will meet the national objectives of the CDBG program by benefitting persons who are extremely low-, low-, and moderate-income. Some of the beneficiaries may also be members of the Homeless and Non-homeless Special Needs populations.
7	Priority Need Name	Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Municipality
	Associated Goals	Economic Development

Description	Economic development is a high priority 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 are directed at job creation, industry diversification, business retention and expansion, economy fortification, increased tax revenue through increased economic vitality. All of these outcomes are important in order to maintain a healthy community with opportunities and a 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 a high quality of life for all residents.

Narrative (Optional)

In this Strategic Plan, the Village prioritizes various needs in the community that impact extremely low-, low- and moderate-income individuals. High Priority means the Village plans to address the needs, at least in part, through its CDBG or CDBG-CV allocation.

In addition to the above, the Village is partnering in the regional Assessment of Fair Housing (AFH) for which Cook County is the lead agency and Enterprise Community Partners will provide staffing and technical assistance. The Village has much of the data and conclusions of this AFH to inform the development of its 2020-2024 Consolidated Plan. The AFH, in the form adopted by the Village, is incorporated into this Consolidated Plan.

SP-35 Anticipated Resources - 91.215(a)(4), 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	CDBG Eligible Activities	\$278,890	\$50,000	\$31,870	\$360,760	\$1,280,000	\$1,080,000 total from \$270,000/year for 4 years and \$200,000 from program income of estimated \$50,000/year for 4 years
CDBG-CV	Public-Federal	CDBG-CV Eligible Activities	\$0	na	na	\$164,062	0?	Total allocation to the Village of Arlington Heights in CDBG-CV funds for Corona virus (Covid 19) response. All \$164,062 was allocated under the 2019 Annual Action Plan. Those projects may be left open with services continuing into the 2020 program year. See the amended 2019 Annual Action Plan for details.

Table 15 - Anticipated Resources

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 will be used to leverage many sources of other funds. Sub-recipient agencies receiving CDBG funding frequently site receiving Village/CDBG support of their programs as beneficial to them when seeking other public and private 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, no publicly owned land or property located within the jurisdiction has been identified to address the needs identified in the plan.

Discussion

The Village's CDBG entitlement allocation is a major source of funding for addressing the housing and other needs of the Village's extremely low, low- and moderate-income residents. CDBG-CV funds are a source of funding to address needs related to the Covid 19 pandemic. Other financial resources that the Village plans to use to address housing needs are funds collected under the Village's affordable housing policies such as its inclusionary housing program.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Village of Arlington Heights	Government	Affordable Housing Homelessness Non-Homeless Special Needs – Community Development Planning Infrastructure Public Facilities Economic Development	Jurisdiction
Housing Authority of Cook County	Public Housing Authority	Public Housing	Jurisdiction
Alliance to End Homelessness of Suburban Cook County and non-profit homeless shelter and service providers	Continuum of Care	Homelessness	Region
Non-Profit Organizations	Non-Profit Organizations	Affordable Housing Non-Homeless Special Needs - Community Development Public Services	Region
Private Industry	Developers	Affordable Housing	Region

Table 16 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The institutional structure for service delivery in Arlington Heights is strong. Within the Village government, it involves multiple departments such as Village Administration, Planning & Community Development, Health and Human Services, Building and Life Safety, Public Works, Police, and Fire. Village staff collaborate with organizations related to their respective fields. On-going, valuable collaboration with respect to the CDBG program occurs through the Northwest Suburban Network of CDBG entitlement grantees that meets on a monthly basis. Gaps in the institutional delivery system are primarily related to the availability of resources to serve the demand.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X	X	
Rental Assistance	X	X	
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	
Mobile Clinics			
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X	X	
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X		
Other			
Other			

Table 17 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The homeless service delivery system is coordinated by the Alliance to End Homelessness in Suburban Cook County. As stated in the Alliance's website, "coordinates the Cook County Continuum of Care (IL-511), which encompasses homeless assistance efforts throughout all of Cook County except the City of Chicago." The website also explains that "As the lead agency for suburban Cook County's Continuum of Care, the Alliance brings together a range of services and housing options for homeless people. The Alliance convenes a variety of stakeholders to cooperatively set priorities, collect data, and project applications, and measure outcomes. In coordinating the annual application to the US Department of Housing and Urban Development (HUD) for homeless assistance grants, the Alliance brings in approximately \$9 million per year to support over fifty homeless programs in the region."

The Alliance organizes its region into three Community Based Service Areas. The Community Based Service Area (CBSA) that includes the Village of Arlington Heights is the North/Northwest area. This CBSA is organized under a group called the Association of Homeless Advocates in the North/Northwest District (AHAND). Some of the non-profit organizations that provide services to homeless persons and

persons at risk of homelessness in this CBSA are the Aging and Disability Foundation; Alexian Brothers Center for Mental Health; Beacon Therapeutic – CHIPRA Program; Catholic Charities; Northwest Compass, Inc.; The Center of Concern; Fellowship Housing; JOURNEYS|The Road Home; NAMI Barrington Area; North Cook Intermediate Service Center; The Harbour, Inc.; Veterans Administration; WINGS Program, Inc.; and Shelter, Inc. These agencies provide a wide spectrum of services including those listed in the table above. Some of the agencies specialize in serving particular subgroups of the homeless population such as chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Although all of the homeless prevention services listed above are available in the community, the demand exceeds the service capacity of the organizations that provide the services. Federal and State funding cuts have been detrimental to the ability of agencies to provide needed services, emergency shelter, transitional housing and permanent housing to special needs persons and homeless persons.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

As stated above, the Village considers the institutional structure to be strong. Agencies seek to efficiently utilize resources and avoid duplication of services. The service providers continue to seek additional public and private funding to expand their abilities to serve persons in need of shelter and homeless services.

SP-45 Goals Summary – 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	Village of Arlington Heights	Affordable Housing	CDBG: \$300,000	Homeowner Housing Rehabilitated Numerical Goal: TBD
2	Rental Unit Preservation	2020	2024	Affordable Housing	Village of Arlington Heights	Affordable Housing	CDBG: \$25,000	Rental Units Rehabilitated Numerical Goal: TBD
3	Homeless Services	2020	2024	Homeless	Village of Arlington Heights	Homeless	CDBG: \$22,500	Homeless Person Overnight Shelter and Homeless Prevention Numerical Goal: TBD
4	Public Facilities	2020	2024	Non-Homeless Special Need and Non-Housing Community Development	Village of Arlington Heights	Other Special Housing Non-Homeless Needs and Public Facilities	CDBG: \$215,760	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit and Public Facility or Infrastructure for Low/Moderate Income Housing Benefit Numerical Goal: TBD
5	Public Services	2020	2024	Non-Housing Community Development	Village of Arlington Heights	Public Services	CDBG: \$202,500	Public Service activities other than for Low/Moderate Income Housing Benefit Numerical Goal: TBD
6	Infrastructure	2020	2024	Non-Housing Community Development	Village of Arlington Heights	Infrastructure	CDBG: \$450,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit Numerical Goal: TBD

7	Economic Development	2020	2024	Economic Development	Village of Arlington Heights	Economic Development	CDBG: \$100,000	Jobs Created/Retained of Businesses Assisted Numerical Goal: TBD
8	Planning and Administration	2020	2024	Other	Village of Arlington Heights	Planning and Administration	CDBG: \$325,000	Not Applicable

Goal Descriptions

Home owner unit preservation

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.

Rental unit preservation

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.

Homeless services

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.

Public facilities

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.

Public services

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.

Infrastructure

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.

Economic Development

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.

Planning and Administration

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.

Fair Housing

The Village of Arlington Heights has an Analysis of Impediments to Fair Housing Choice (AI). The Village is currently working with Cook County, housing authorities, fair housing organizations and other municipalities in completing a regional Assessment of Fair Housing (AFH). Consistent with Village policies and both the AI and draft AFH, the goals related to fair housing the Village expects to address under this Consolidated Plan are: 1) to increase and preserve affordable, accessible housing options, 2) expand fair housing outreach, education, and enforcement, and 3) preserve existing and expand affordable homeownership.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

NA. HOME 91.315(b)(2) is applies to States for State consolidated plans.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP 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 testing services to Village residents. If a person is identified with elevated blood levels, the appropriate County and State agencies will be notified as required by law, and these persons will be referred for appropriate services.

How are the actions listed above related to the extent of lead poisoning and hazards?

The Village is aware that there are lead based paint covered surfaces on residential structures in the Village because there have been positive lead based paint tests results under the Village's Single-Family Rehab Program. The Village is aware that lead based paint may be present especially with respect to homes in the Village constructed prior to 1978. The testing referred to above is provided as a minimal cost which is waived if there is an inability to pay the fee. This policy makes it possible for all persons in the Village to be tested upon request or as referred by physicians. To date, there have been no instances of lead poisoning in the Village.

How are the actions listed above integrated into housing policies and procedures?

The actions described above are included in the Village's policies for how it implements its Single-Family Rehab Program and any other federally funded programs and activities that involve disturbing painted surfaces in residential structures.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The Federal government has devised several programs such as Supplemental Nutrition Assistance Program (SNAP) (formerly known as food stamps), public housing, health care assistance to address some of the most crucial needs of persons in poverty. Elk Grove Township and Wheeling Township offices in Arlington Heights administer anti-poverty programs. The school districts also watch for and support struggling students and families.

The Village's Department of Health and Human Services provides emergency assistance through the Village-funded emergency assistance fund and through the non-profit organization Arlington Cares. Services are provided through the Village staff positions including the Village's social worker, disability services coordinator, Senior Center manager, and community nurses.

The Village has supported numerous non-profit organizations that assist poverty level families including Journeys|The Road Home, Faith Community Homes, Resources for Community Living (for persons with disabilities), Suburban Primary Health Care Council, District 214 Education Foundation, and others.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Coordination takes place between the Village's Department of Planning and Community Development, which leads the Village's affordable housing efforts, and the non-profit social service agencies that receive CDBG funding to assist families that may be at or below the poverty level. The Planning and Community Development Department also coordinates its housing efforts with other Village departments.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Village has developed a form to analyze subrecipients that may be most in need of support and monitoring. The Village coordinates and shares in monitoring duties with other CDBG entitlement jurisdictions in the Northwest Suburbs through the CDBG Northwest Suburban Network. The communities involved in this network are the Villages of Arlington Heights, Mount Prospect, Hoffman Estates, Palatine, Des Plaines, Schaumburg, and Skokie. These jurisdictions have consulted with each other to create CDBG application and monitoring forms that ensure regulatory compliance. Some of these communities have jointly funded construction projects and by working together ensure that minority business outreach is done when bidding jointly funded construction projects.

Expected Resources

AP-15 Expected Resources – 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 Program	CDBG	Housing, public services, public facilities, infrastructure, homeless services, and planning and administration	\$278,890	\$50,000 est.	\$31,870	\$ 360,760	\$1,280,000	The assumption used for expected amount to be available is \$360,760 for year one and \$320,000 or each of the next 4 years (per year \$270,000 grant and \$50,000 program income)
CDBG-CV	CDBG-CV	Public services	\$0	\$0	\$0	\$0	\$0	Total allocation to the Village of Arlington Heights in CDBG-CV funds for Corona virus (Covid 19) response. All \$164,062 was allocated under the 2019 Annual Action Plan. Those projects may be left open with services continuing into the 2020 program year.

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 will seek leveraging opportunities. CDBG and CDBG-CV funds do not have matching requirements.

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

Discussion

The Village of Arlington Heights has not identified publicly owned land or property that may be used to address the needs identified in the plan. The Village is a built-out community with few sizable areas of vacant land. The Village has identified some parcels of vacant land that may be suitable for affordable housing and discusses those parcels with nonprofit affordable housing developers. The Village has an inclusionary zoning policy that requires affordable units in new private sector developments.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Preservation	2020	2021	Affordable Housing	Village-wide	Affordable Housing	CDBG: TBD	Homeowner Housing Rehabilitated Housing Unit Goal: XXX
2	Rental Unit Preservation	2020	2021	Affordable Housing	Village-wide	Affordable Housing	CDBG: \$ TBD	Rental Units Rehabilitated Housing Unit Goal: 0 XXX
3	Public Services	2020	2021	Public Services	Village-wide	Public Services	CDBG: TBD	Public Services Persons Assisted: XXX
4	Homeless Services	2020	2021	Homeless	Village-wide	Homeless	CDBG: TBD	Public Service Activities Persons Assisted: XXX
5	Public Facilities	2020	2021	Non-Homeless Special Needs and Non-Housing Community Development	Village-wide	Homelessness Other Special Housing/Non-Homeless Needs Public Facilities	CDBG: TBD	Public Facility Activities Persons Assisted: XXX
6	Infrastructure	2020	2021	Non-Housing Community Development	Low/Moderate Income Eligible Areas	Infrastructure	CDBG: TBD	Infrastructure Activities Persons Assisted: XXX
7	Economic Development	2020	2021	Economic Development	Village-wide	Economic Development	CDBG: TBD	Jobs created or retained: XXX
8	Planning and Administration	2020	2021	Planning and Administration	Village-wide	Planning and Administration	CDBG TBD	Other: 0 (Not applicable)

Table 18 – Goals Summary

Goal Descriptions

Home owner unit preservation

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.

Rental unit preservation

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.

Homeless services

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.

Public facilities

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.

Public services

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.

Infrastructure

The Village seeks to ensure that basic infrastructure needs of all areas of the Village are met including extremely low-, 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.

Economic Development

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.

Planning and Administration

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.

Projects

AP-35 Projects – 91.220(d)

Introduction

These draft projects tables contain descriptions of all of the 2020-2021 (FFY 2020) CDBG grant applications received by the Village of Arlington Heights. They are presented for public comment prior to the adoption of the 2020 Annual Action Plan.

Projects

#	Project Name

Table 19 – Project Information

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

The Village will apply allocation priorities according to the goals set forth in AP-20. The main obstacle to underserved needs is the lack of sufficient funding to address community needs.

AP-38 Project Summary

Project Summary Information

Project Summary Information See tables below.

1	Project Name	Faith Community Homes
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$3,000
	Description	Faith Community Homes provides supportive services to low income working families with children living in Arlington heights to help them obtain stable housing and work toward financial stability. Families are assisted for 2 years during which time they work with staff and volunteer mentors to develop and implement steps to lead to financial self-sufficiency.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Families with children are provided with services through this program. The expected number of beneficiaries at the requested grant amount is 18.
	Location Description	na
2	Planned Activities	Support of program staff to provide direct client service.
	Project Name	District 214 Community Education
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$1,500

	Description	Beginning English as a Second Language lessons are provided every Thursday from 12:30 - 3:00 pm for 34 weeks to eligible non-native speakers of English. This project fills the gap for beginning ESL learners who are not advanced enough in their English skills for the existing ESL programs offered at the Arlington Heights Memorial Library.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	40
	Location Description	na
	Planned Activities	This program provides instruction to individuals. The expected number of beneficiaries at the requested grant amount is 40.
3	Project Name	Northwest Center Against Sexual Assault
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$3,500
	Description	This agency provides services to persons who are victims of sexual abuse and sexual assault.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 45.
	Location Description	na

	Planned Activities	CDBG funds would be used to pay salary costs of staff providing direct client services to eligible Arlington Heights residents.
4	Project Name	Children's Advocacy Center
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$3,500
	Description	The Childrens Advocacy Center of North and Northwest Suburban Cook County provides direct client services for child victims of sexual assault and sever physical abuse, witnesses to domestic violence, and their families. Services are provided through the Center's CASA, Family Supportive Services, and Safe From the Start Programs.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 65.
	Location Description	na
5	Planned Activities	
	Project Name	WINGS Program Inc
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeless Services
	Needs Addressed	Homelessness
	Funding	CDBG Request: \$10,000

	Description	The WINGS Program provides housing and supportive services to persons who are victims of domestic violence or are homeless. Emergency shelter and services are provided at the agency's Safe House.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 8.
	Location Description	The Safe House domestic violence and homeless shelter address is suppressed in order to protect the safety of persons receiving assistance.
	Planned Activities	CDBG funds would be used to reimburse the agency for direct client service costs for providing shelter and services to eligible Arlington Heights residents. In past years, the agency has been reimbursed on a cost per night of service basis.
6	Project Name	Resources for Community Living
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$5,000
	Description	RCL offers affordable housing and individualized support services for adults with developmental and/or physical disabilities. The primary goal of these services is to assist persons with disabilities to live in their own homes and apartments rather than in group homes and institutional settings. Services provided include money management, cooking, using public transportation safely, vocational training, community involvement and other skills necessary for living on one's own. Monthly social activities, social group training, and rent subsidies are also available.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 5.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay salary costs of staff that provide direct client services to eligible Arlington Heights residents.
7	Project Name	Escorted Transportation Service, Northwest
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$3,750
	Description	This program provides senior citizens with transportation to medical appointments. The agency is run by a small staff, and the transportation is provided by screened and trained volunteer drivers.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 151.
	Location Description	na
	Planned Activities	
8	Project Name	Suburban Primary Health Care Council Access to Care Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services

	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$4,445
	Description	The Suburban Primary Health Care Council's Access to Care program provides access to primary medical care to income eligible person who are uninsured or under insured. Covered services include office visits to a primary care physician, routine lab tests, x-rays and prescription drugs. Services are provided by local physicians and other service providers who are under contract and paid by the Suburban Primary Health Care Council at discounted rates.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 16.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay the per person enrollment fee for income-eligible Arlington Heights residents who are enrolled in the program.
9	Project Name	Journeys The Road Home
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeless Services
	Needs Addressed	Homelessness
	Funding	CDBG Request: \$5,000
	Description	JOURNEYS The Road Home provides comprehensive wrap-around services for homeless and at-risk individuals from Arlington Heights and 36 neighboring communities in the north and northwest suburbs. JOURNEYS is the only emergency shelter provider in the area. The Day Center program provides vital counseling and services to the homeless and at-risk individuals. CDBG funds were used support agency salary costs of agency workers providing direct client services.

	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 45.
	Location Description	na
	Planned Activities	CDBG funds would be used support agency salary costs of agency workers providing direct client services to eligible Arlington Height residents.
10	Project Name	Arlington Heights Park District Children at Play
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$30,000
	Description	This project involves providing child care subsidies for income eligible families with children participating in the Park District's before and after school program. The amount of the scholarship for each child is determined on a sliding scale based on household income.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 20.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay all or a portion of the fees assessed by the Park District for the childcare. The amount of the scholarship for each child is determined on a sliding scale based on household income.

11	Project Name	Life Span
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$5,000
	Description	Lifespan provides legal and counseling services to victims of domestic violence and their children. Arlington Heights clients will receive counseling for survivors, counseling for their children who have been exposed to domestic violence. Criminal court advocates work with clients and clients receive legal representation in order of protection law cases.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 55.
	Location Description	na
	Planned Activities	CDBG funds would be used for salary costs of staff providing direct client services to eligible Arlington Heights residents.
12	Project Name	Catholic Charities
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$5,000

	Description	Homeless families with children are provided with housing and intensive case management. Housing and services are provided for an average of 9 month with a maximum of up to one year. The goal of the program is to help secure permanent housing and family self-sufficiency.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiary families at the requested grant amount is 10.
	Location Description	na
	Planned Activities	CDBG funds would be used for salary costs of staff providing direct client services to eligible Arlington Heights residents.
13	Project Name	Little City Foundation
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$14,036

14	Description	Funds are requested for services to Arlington Heights residents with intellectual and developmental disabilities at Little City's Countryside Center facility in Schaumburg. These services include the following programs: • Developmental Training/Life Skills provides life skills and enrichment classes as well as peer mentoring opportunities, community outings, and volunteer opportunities. • Golden Opportunities provides structured activities and community outings designed to address the unique needs of seniors and maintain their physical and mental health, such as fitness activities, certified music therapy and dog therapy sessions, occupational/physical therapy, and arts activities. • New Horizons provides structured activities for adults with severe and profound disabilities, such as music therapy and onsite occupational/physical therapy. Participants provide their own meals. However, snacks, beverages, and lunch foods are sold at or near cost for those who do not bring food from home. Staff provide support as needed to help participants heat and consume meals. Door-to-door transportation services are also provided for participants, who would otherwise be unable to access Countryside Center's services due to their support needs
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiary families at the requested grant amount is 21.
	Location Description	na
	Planned Activities	CDBG funds would be used for program costs for 21 Arlington Heights residents.
	Project Name	Northwest Compass Housing Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG Request: \$10,000

15	Description	Through its housing program, persons receive housing counseling, homeless diversion and prevention services, housing navigation, Rapid Re-Housing and immediate assistance with short term rent assistance. The agency provides crisis intervention and homeless street outreach. Northwest Compass is the designated entry point for homeless in the northwest suburbs under the Cook County Coordinated Entry System.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiary families at the requested grant amount is 100.
	Location Description	na
	Planned Activities	CDBG funds would be used for salary and administrative costs of staff providing direct client services to eligible Arlington Heights residents.
	Project Name	Clearbrook
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG Request: \$29,085
	Description	Remodel two bathrooms in a group home to make them fully handicapped accessible.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 7.

	Location Description	na
	Planned Activities	Home improvement loans.
16	Project Name	Single Family Rehabilitation Loan Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG Request: \$75,000
	Description	Provide deferred, 0% interest home improvement loans to extremely low-, low- and moderate-income Arlington Heights homeowners.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiary families at the requested grant amount is 3.
	Location Description	na
	Planned Activities	Home improvement loans.
17	Project Name	Group Home and Transitional Housing Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing/Special Needs-Non-Homeless
	Funding	CDBG Request: \$50,000

	Description	Funds to purchase or rehabilitate group homes for persons with special needs.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 20.
	Location Description	na
	Planned Activities	Property acquisition or housing rehab.
18	Project Name	Public Infrastructure
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Infrastructure
	Needs Addressed	Infrastructure
	Funding	CDBG Request: \$150,000
	Description	Projects to provide improved infrastructure (ex. street resurfacing, sidewalk replacement, handicapped accessibility or other improvements) in low/moderate income areas of the Village or for the benefit of persons (ex. persons with disabilities) who are low/moderate income or presumed to be low/moderate income. Priorities and specific projects will be identified during the program year. Projects under this category in the past few years included street resurfacing. Funds may be re-budgeted between public infrastructure or public facilities projects with funding transferred as necessary between these two goals as needed according to priorities set by the Village.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 2,000 during the 2019 program year.
	Location Description	to be determined
	Planned Activities	Public Infrastructure projects (ex. street resurfacing).
19	Project Name	Public Facilities
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG Request: \$50,000
	Description	Projects to provide improved public facilities that may be owned by the Village or a non-profit organization where services and opportunities are made available to low/moderate income persons. Priorities and specific projects will be identified during the program year. Projects under this category in the past few years have included improvements to the Village-owned Senior Center and improvements to the Childrens Advocacy Center Main Service Center in Hoffman Estates. Funds may be re-budgeted between public infrastructure of public facilities projects with funding transferred as necessary between these two goals as needed according to priorities set by the Village.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is TBD during the 2019 program year.
	Location Description	to be determined
	Planned Activities	Public Facility renovation.

20	Project Name	CDBG Administration
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Planning and Administration
	Needs Addressed	Planning & Administration
	Funding	CDBG Request: \$65,000
	Description	Administrative functions related to the CDBG program.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	na
	Location Description	na
	Planned Activities	Administrative and planning activities related to the Consolidated Plan and Annual Action Plan.

AP-50 Geographic Distribution – 91.220(f)

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

Geographic Distribution

Target Area	Percentage of Funds

Table 20 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

See discussion below.

Discussion

The Village does not allocate assistance geographically with the exception of CDBG resources for infrastructure improvements which are allocated to HUD designated low and moderate income areas.

AP-85 Other Actions – 91.220(k)

Introduction: The Village will take actions to address obstacles to underserved needs, to foster and maintain affordable housing, to reduce lead-based paint hazards, to reduce the number of poverty-level families, to develop institutional structure, and to plan and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

The Village received a CARES Act CDBG-Covid 19 (CDBG-CV) grant in the amount of \$164,062. Covid 19 related needs of Village residents were identified and these funds were allocated through a substantial amendment to the 2019 Annual Action Plan. The Village will continue to manage the approved activities until the funds are fully expended. The deadline for using the CDBG-CV funds is September 30, 2022.

The primary obstacle to addressing underserved needs is insufficient funding. The Village has established an Affordable Housing Trust Fund into which deposits are being made in-part from fees in lieu of affordable units paid by developers under the Village's inclusionary housing program. The Village has been waiting for funds to accumulate in the Trust Fund, and this year, intends to this year to develop specific intended uses for the funds beyond the general purposes stated in the Village Code. The Village will continue to seek grant opportunities and also seek donations from the community to address underserved needs through nonprofit entities associated direction through the Village:

Arlington Cares: Established in 2002, is a not-for-profit 501(c)3 organization created to assist Arlington Heights residents who are in need of temporary economic support. Each year, Arlington Cares raises money to supplement the Village of Arlington Heights' Emergency Assistance Fund which is distributed by the Villages' Social Services Division

Arlington Heights Senior Center Inc.: Established in 1981, Arlington Heights Senior Center, Inc. partners with the Arlington Heights Senior Center to support a comprehensive senior citizens services network. To this end, "Inc." serves as the organization whose purpose is to broaden the economic foundation of the senior center by raising funds and receiving donations from diverse sources, including, but not limited to, organizations, foundations, businesses and private sources.

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, improve the barriers to affordable housing:

Comprehensive Plan. The Village will continue to promote and enforce the goals and policies of the Village's Comprehensive Plan related 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 young, single and elderly individuals and households.

Planning and Community Development. The Department of Planning and Community Development will support and enforce the Village's Comprehensive Plan, administer the Community Development Block Grant Program, continue to develop and enforce the Village's inclusionary affordable housing requirements, and take other actions to create and maintain affordable housing.

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

Department of Health and Human Services. The Village's Department of Health and Human Services will continue to address needs of residents through its health inspectors, Village nurses, social worker, and disabilities services coordinator.

Housing Commission. The Village's Housing Commission will continue to advise the Village Board on actions that can be taken to address the housing needs of all of the Village's residents, particularly those who are low and moderate income.

Fair Housing.

The Village has an existing Analysis of Impediments to Fair Housing Choice and is working with other entities to create a regional Assessment of Fair Housing. The Village expects to address the following goals that are consistent with both the AI and draft AFH:

Goal 1: Increase and preserve affordable, accessible housing options

Strategy: The Village will continue its review and enhancement of its inclusionary zoning program in order to increase the number of affordable housing units in the Village either in developments or through developer contributions to the Village's Affordable Housing Trust Fund.

Goal 2: Expand fair housing outreach, education, and enforcement, and

Strategy: The Village will review the fair housing information on its website and available through its departments to provide updated information on the topic of fair housing and fair housing complaint and enforcement procedures.

Goal 3: Preserve existing and expand affordable homeownership.

Strategy: The Village will continue to provide CDBG funding for housing rehab projects such as homeowner single family rehabilitation and (as funding permits) rehabilitation of rental housing for persons with special needs

Actions planned to reduce lead-based paint hazards

The Village is aware of the health hazards of lead-based paint. The Village has an on-going lead-based paint level testing program that is available to residents. The Village complies with HUD's lead-based paint regulations with respect to CDBG-funded residential rehabilitation projects. The required notification, testing, work protocols, and clearance procedures will be followed.

Actions planned to reduce the number of poverty-level families

The Village will fund public service programs, provide assistance through the Village's Department of Health and Human Services, and will coordinate its efforts with governmental entities that serve poverty level families (ex. township offices) and nonprofit agencies.

Actions planned to develop institutional structure

The Village will continue to enhance its own inter-departmental structure and will work with established provider networks that service the Village's residents. The Department of Planning and Community Development will continue to be involved in the CDBG Northwest Suburban Network through which the CDBG entitlement communities in Chicago's Northwest suburbs share tools and information and have embarked on coordinating jointly funded project in order to enhance the effectiveness of each jurisdiction's CDBG allocation.

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

The Village has enhanced its working relationship with the Cook County Housing Authority

particularly through the implementation of the \$5 million renovation of the Albert Goedke Apartments in Arlington Heights. The Village also approved, and construction has been completed on a 45-unit Low Income Housing Tax Credit financed building in downtown Arlington Heights and an 18-unit supportive rental building in Arlington Heights, that were developed by a private affordable housing developer. The Village maintains relationships with other public and private housing providers such as the Northwest Housing Partnership and the Housing Opportunities Development Corporation. The Village maintains relationships with social service agencies through its CDBG program and services provided by the Department of Health and Human Services, Department of Building and Life Safety, and Police Department.

Discussion:

The Village recognized that enhancing the institutional structure provides efficiencies in service for the benefit of residents. As a jurisdiction with a relatively small CDBG annual allocation, the Village relies on and supports the efforts of other governmental and nonprofit organizations to address the need of residents. The Village's inclusionary housing program constitutes an effort to bring private developers in as a resource to provide affordable housing in Arlington Heights.

Program Specific Requirements

AP-90 Program Specific Requirements – 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

ATTACHMENTS:

SF 424 Form

SF 424D Form

Certifications

Survey and Survey Summary

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☐ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☐ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):***** Other (Specify):***** 3. Date Received:****4. Applicant Identifier:****5a. Federal Entity Identifier:****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. Organizational DUNS:**

072318629

d. Address:*** Street1:**

33 S. Arlington Heights Rd.

Street2:*** City:**

Arlington Heights

County/Parish:*** State:**

IL: Illinois

Province:*** Country:***** Zip / Postal Code:**

60005

e. Organizational Unit:**Department Name:****Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:***** First Name:**

Nora

Middle Name:*** Last Name:**

Boyer

Suffix:**Title:****Organizational Affiliation:***** Telephone Number:**

8473685214

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:

HUD

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

14.218

* Title:

Community Development Block Grant - Covid-19

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:

Public Services

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 * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	164,062
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	
* g. TOTAL	164,062

*** 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 218, 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: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ASSURANCES - 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 (0348-0042), 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 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 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 interest in the title of real property in accordance with 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 progress 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 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).
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 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.

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.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <i>To be signed by Village Manager</i>		TITLE Village Manager	
APPLICANT ORGANIZATION Village of Arlington Heights, IL		DATE SUBMITTED TBD	

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 135.

Signature of Authorized Official

Date

Title

*All applicable
certifications to be signed by
Village Manager upon submission*

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 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) 1 year [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.

Signature of Authorized Official

Date

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.

Signature of Authorized Official

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;

na

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.



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.



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.

VILLAGE OF ARLINGTON HEIGHTS 2020-2024 Consolidated Plan

HOUSING AND COMMUNITY DEVELOPMENT NEEDS SURVEY RESULTS

February 2020

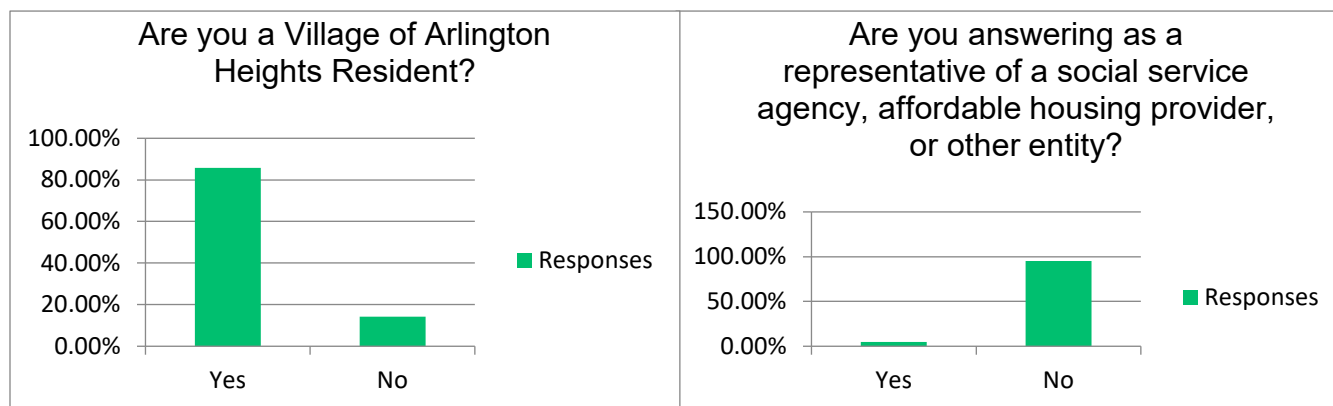


Introduction

In February 2020, the Village of Arlington Heights Planning and Community Development Department published an online survey to gauge community service needs and obtain feedback on current community services. This survey was conducted in order to determine the best allocation of Community Development Block Grant (CDBG) funds for the coming year.

The survey obtained feedback for the categories of general Community Services, Housing, Community Facilities, Special needs Services, Jobs and Businesses, Neighborhood Services, and Infrastructure. The survey also allowed for respondents to list any additional issues or priorities that they would like to see addressed by the Village.

As of April 8th, 2020, 21 responses were received. Over 85% of these responses were from Arlington Heights residents, with 15% of responses coming from individuals residing outside of Village limits. Approximately 5% of total respondents identified themselves as a representative of a social service agency, affordable housing provider, or other entity that provides housing or other assistance to low and moderate income Arlington Heights residents.



The results of the survey are summarized below.

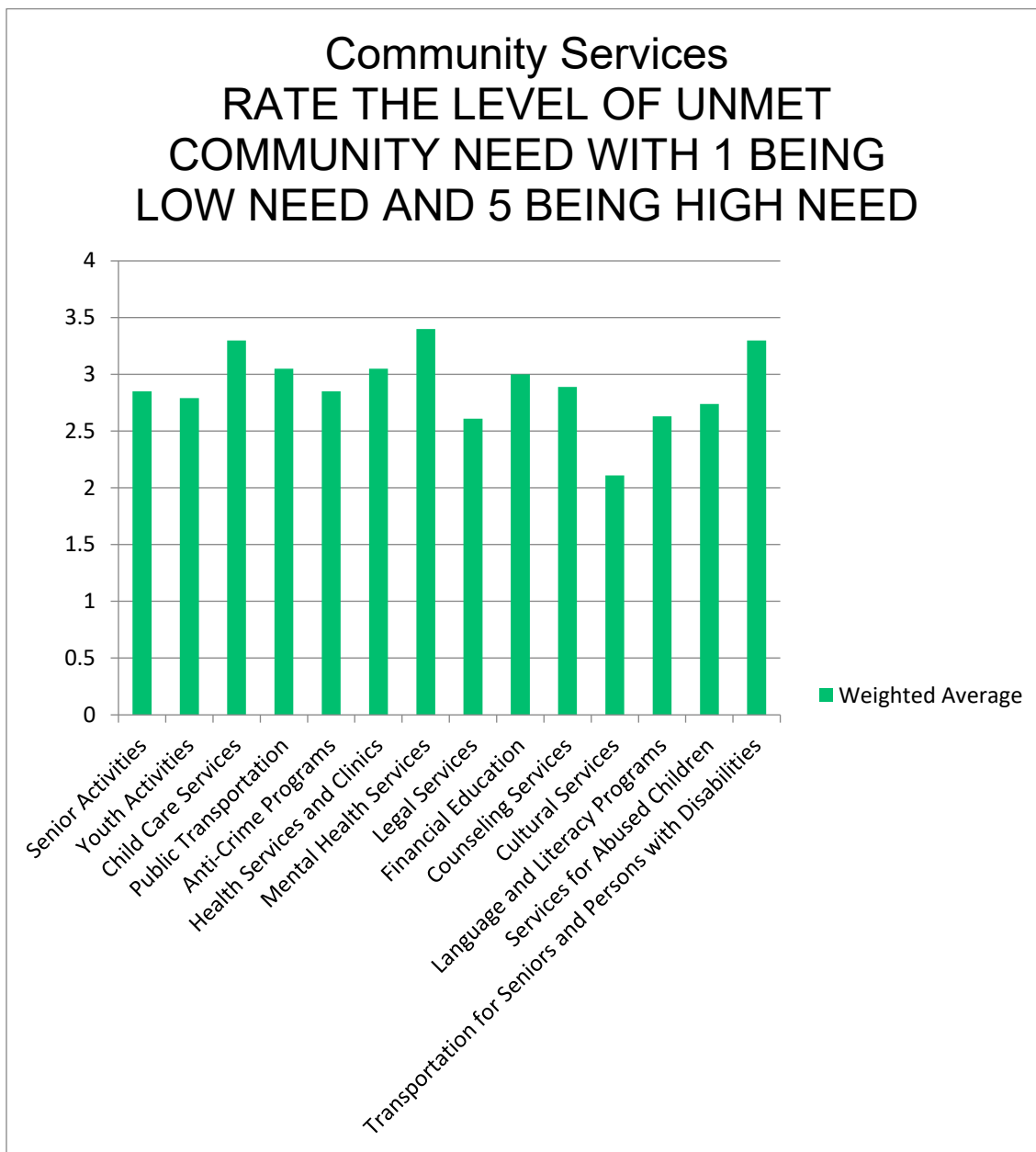
Community Services

With respect to Community Services, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Mental Health Services* was shown to have the highest community need, with a weighted score of 3.40 out of 5. The second and third highest needs, both with a

weighted score of 3.30, were identified as *Child Care Services including Affordable Day Care* and *Transportation for Seniors and Persons with Disabilities to Medical Appointments*.

The service with the lowest community need was *Cultural Services*, with a weighted score of 2.11 out of 5. The service with the second lowest community need was *Legal Services* with a weighted score of 2.61 out of 5, followed by *Language and Literacy Programs* with a weighted score of 2.63 out of 5.

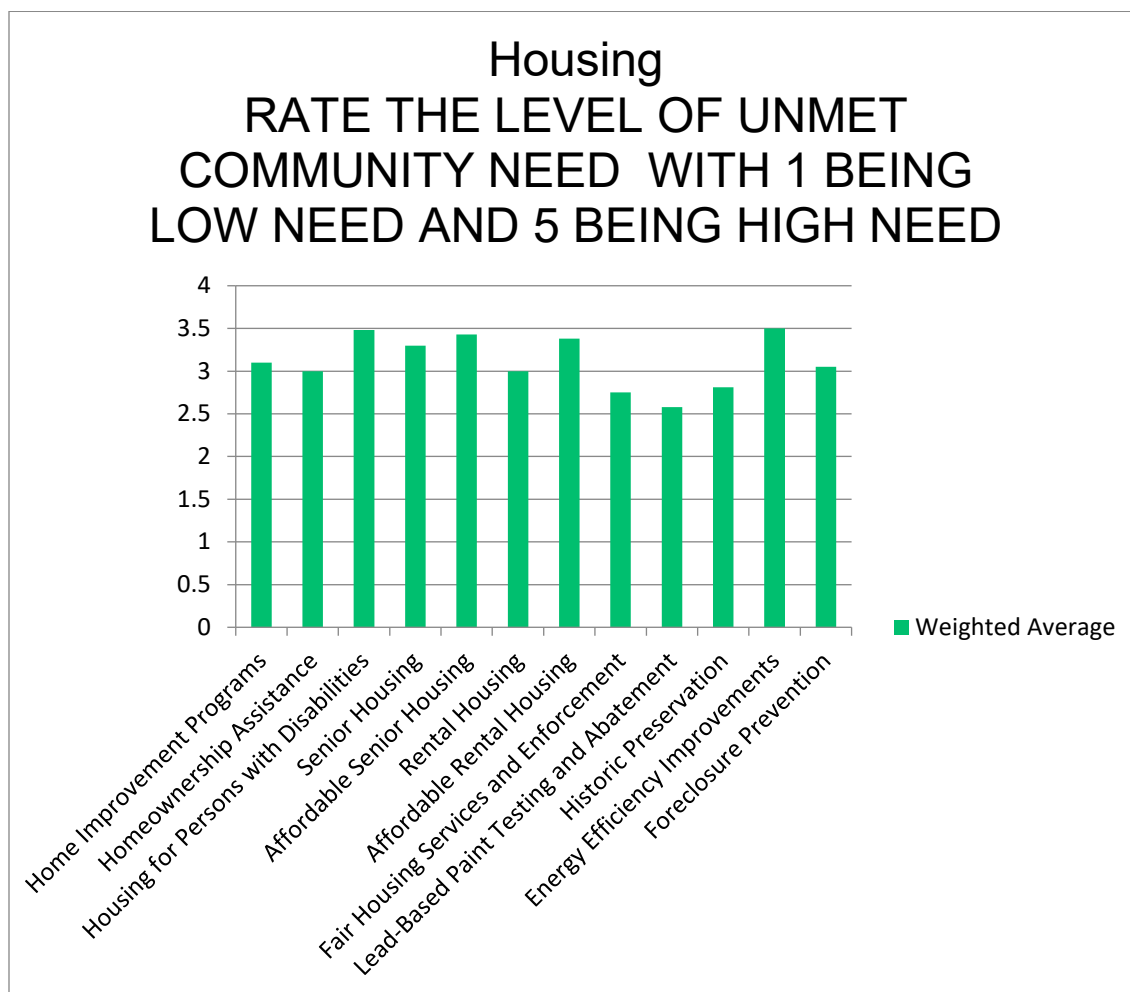


Housing

With respect to Housing, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Energy Efficiency Improvements* was shown to have the highest community need, with a weighted score of 3.50 out of 5. The service with the second highest community need was *Housing for Persons with Disabilities* with a weighted score of 3.48 out of 5, followed by *Affordable Senior Housing* with a weighted score of 3.43 out of 5.

The service with the lowest community need was *Lead-Based Paint Testing and Abatement*, with a weighted score of 2.58 out of 5. The service with the second lowest community need was *Fair Housing Services and Enforcement* with a weighted score of 2.75 out of 5, followed by *Historic Preservation* with a weighted score of 2.81 out of 5.

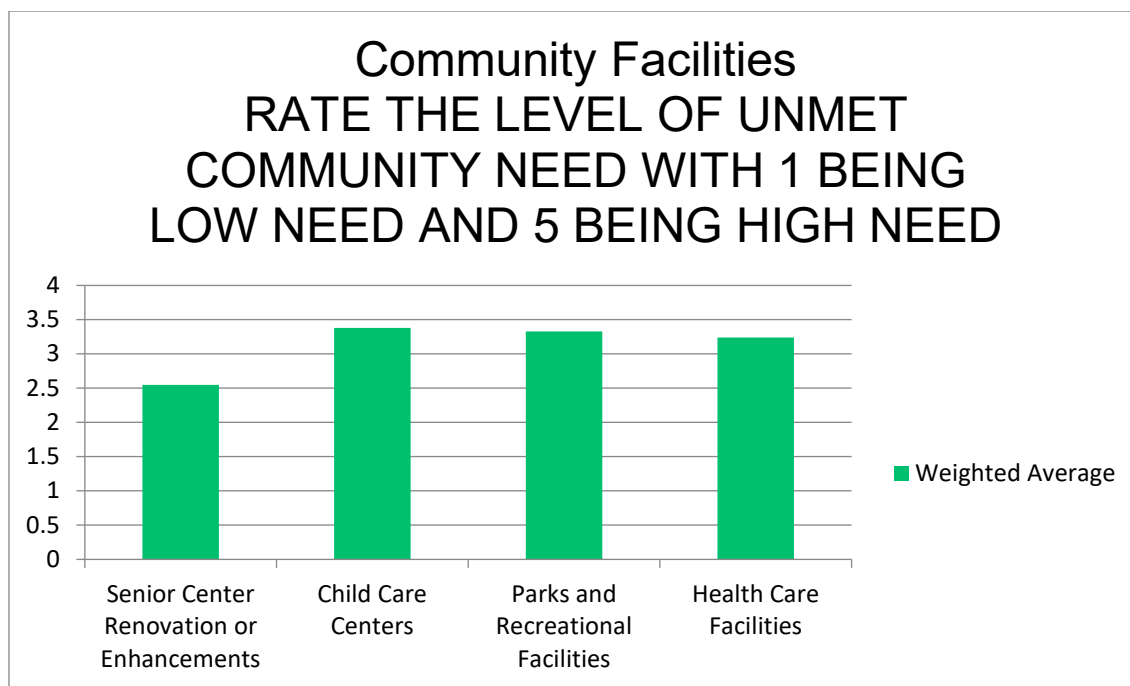


Community Facilities

With respect to Community Facilities, the survey included a list of four services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Child Care Centers* was shown to have the highest community need, with a weighted score of 3.38 out of 5. The service with the second highest community need was *Parks and Recreational Facilities* with a weighted score of 3.33 out of 5.

The service with the lowest community need was *Senior Center Renovation or Enhancements*, with a weighted score of 2.25 out of 5. The service with the second lowest community need was *Health Care Facilities* with a weighted score of 3.24 out of 5.



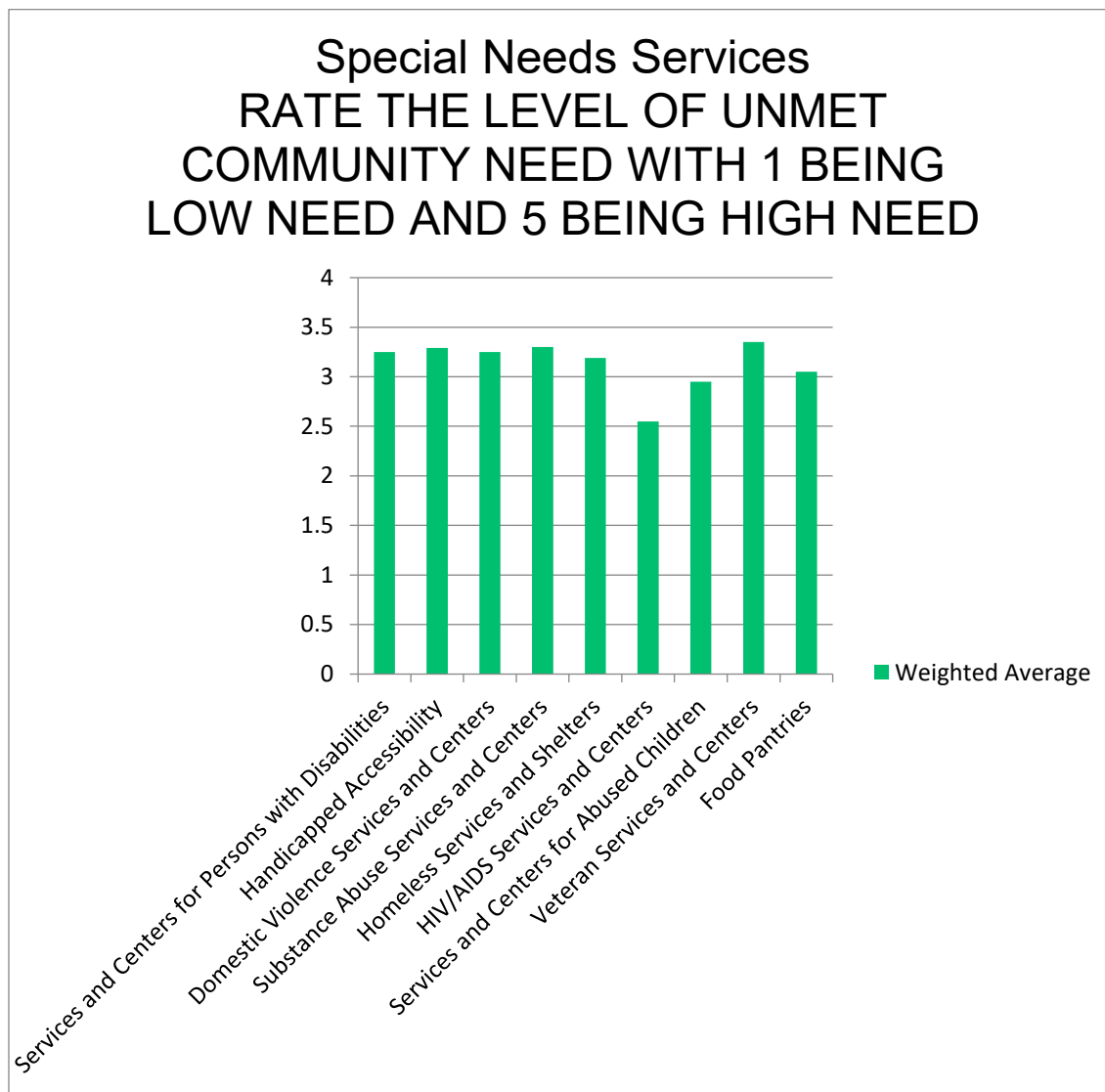
Special Needs Services

With respect to Special Needs Services, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Veteran Services and Centers* was shown to have the highest community need, with a weighted score of 3.35 out of 5. The service with the second highest

community need was *Substance Abuse Services and Centers* with a weighted score of 3.30 out of 5, followed by *Handicapped Accessibility* with a weighted score of 3.29 out of 5.

The service with the lowest community need was *HIV/AIDS Services and Centers*, with a weighted score of 2.55 out of 5. The service with the second lowest community need was *Services and Centers for Abused Children* with a weighted score of 2.95 out of 5, followed by *Food Pantries* with a weighted score of 3.05 out of 5.

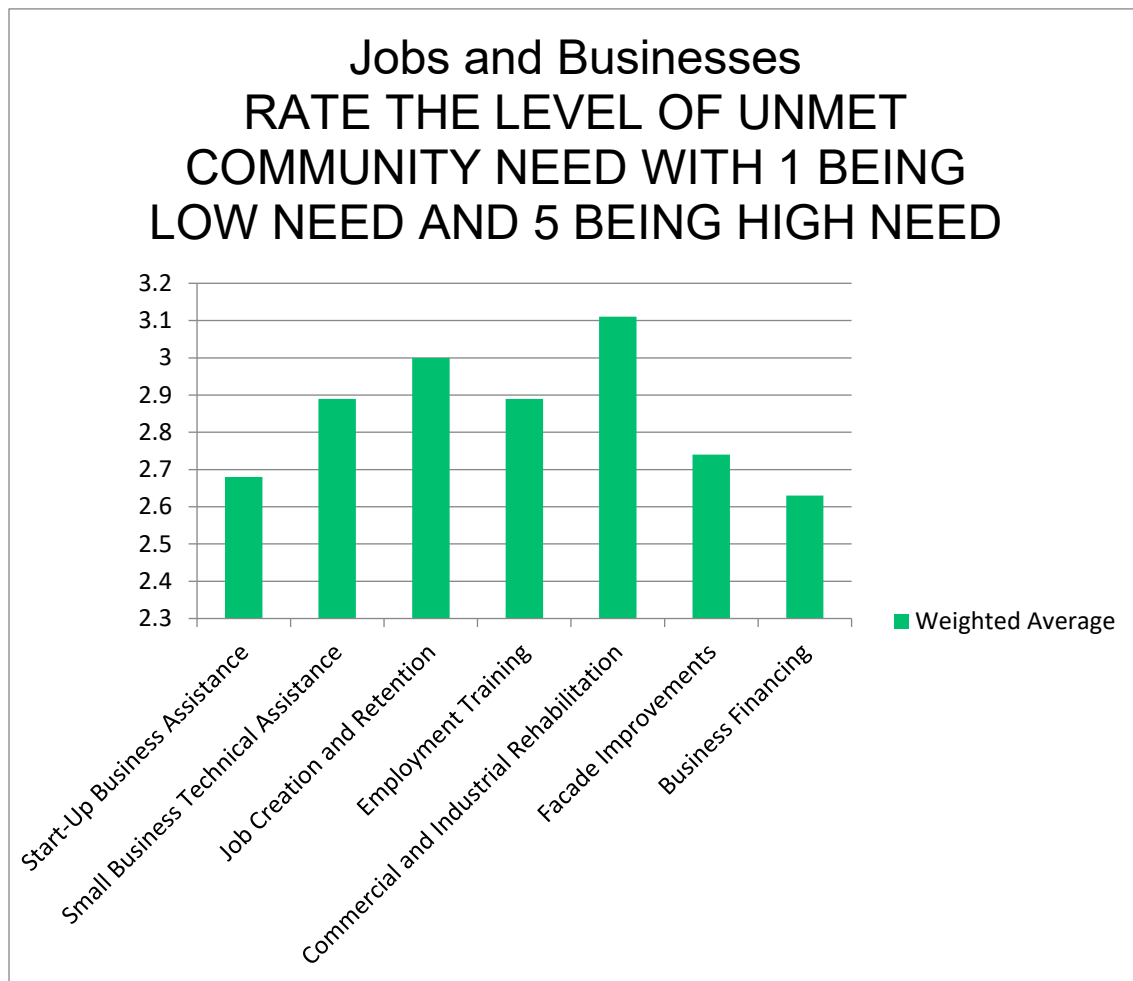


Jobs and Businesses

With respect to Jobs and Businesses, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Commercial and Industrial Rehabilitation* was shown to have the highest community need, with a weighted score of 3.11 out of 5. The service with the second highest community need was *Job Creation and Retention* with a weighted score of 3.00 out of 5, followed by *Small Business Technical Assistance* with a weighted score of 2.89 out of 5.

The service with the lowest community need was *Business Financing*, with a weighted score of 2.63 out of 5. The service with the second lowest community need was *Start-Up Business Assistance* with a weighted score of 2.68 out of 5, followed by *Facade Improvements* with a weighted score of 2.74 out of 5.

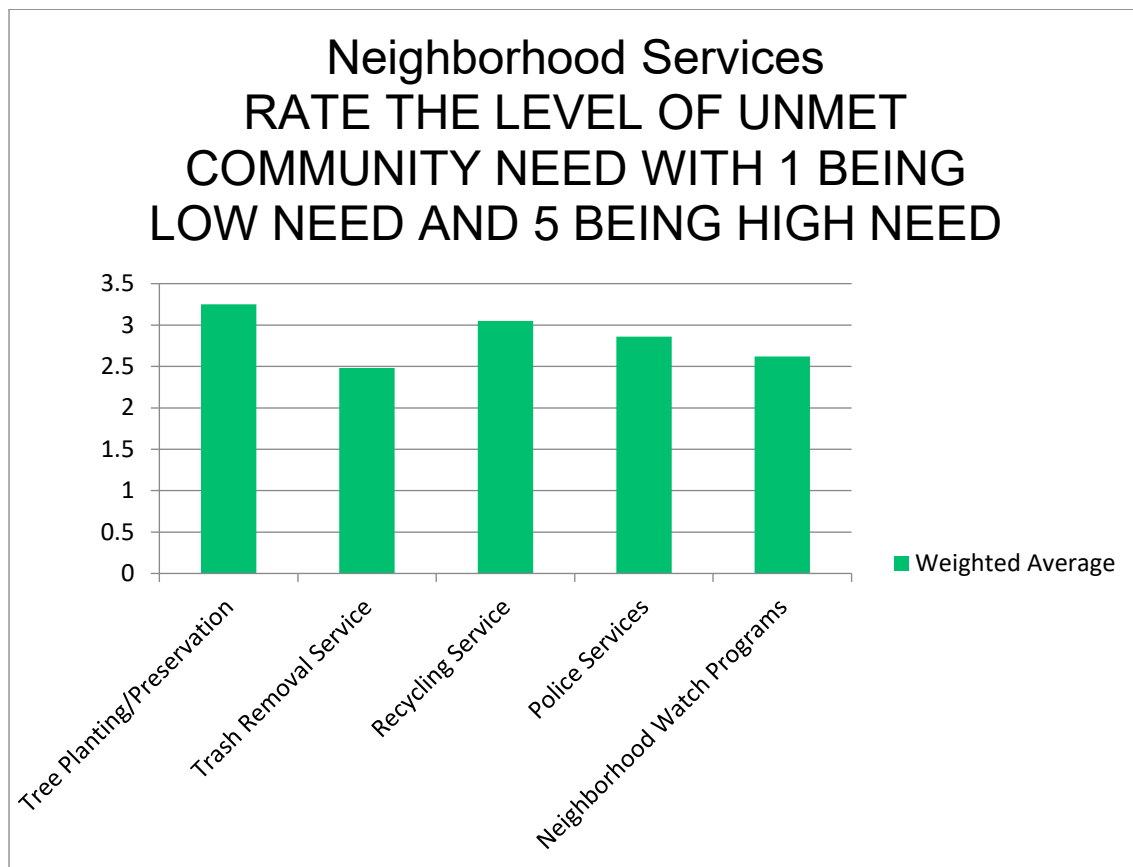


Neighborhood Services

With respect to Neighborhood Services, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Tree Planting/Preservation* was shown to have the highest community need, with a weighted score of 3.25 out of 5. The service with the second highest community need was *Recycling Service* with a weighted score of 3.05 out of 5, followed by *Police Services* with a weighted score of 2.86 out of 5.

The service with the lowest community need was *Trash Removal Service*, with a weighted score of 2.48 out of 5. The service with the second lowest community need was *Neighborhood Watch Programs* with a weighted score of 2.62 out of 5.



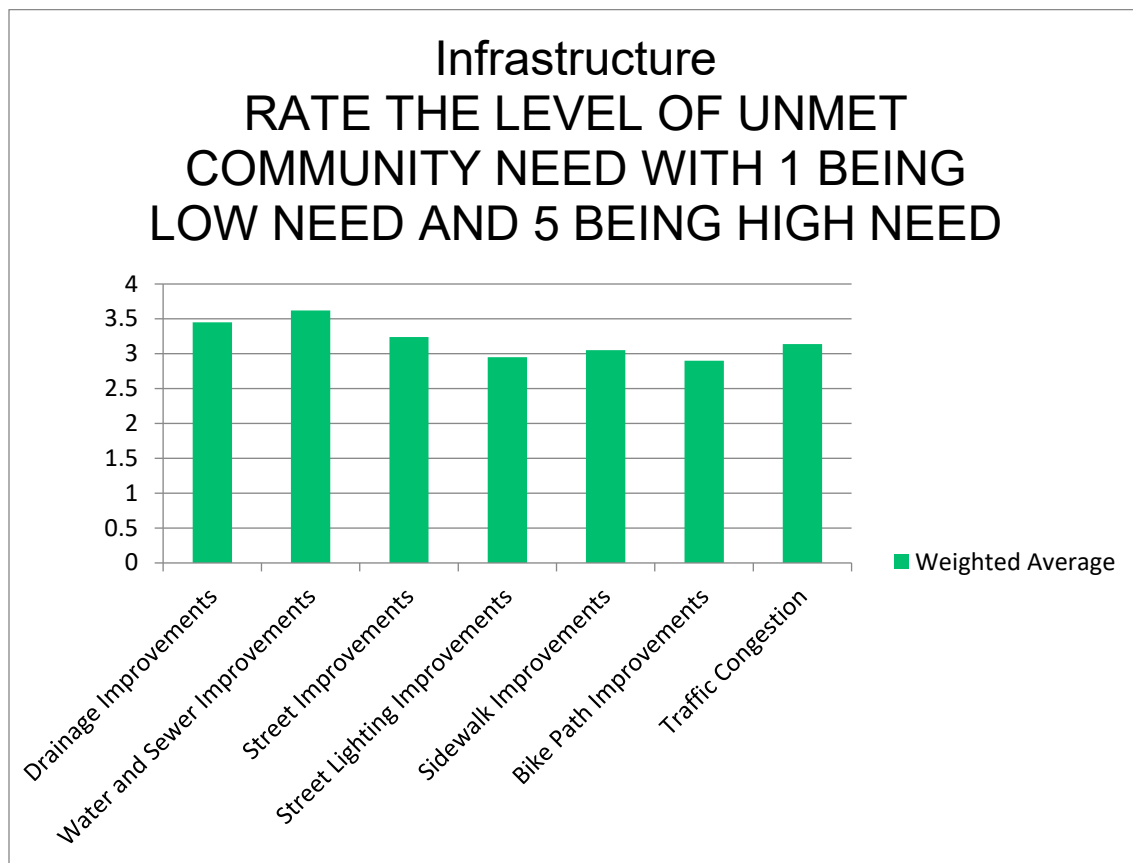
Infrastructure

With respect to Infrastructure, the survey included a list of various services with the instruction that respondents should rate the level of unmet community need from 1 to 5. A rating of 1 indicated a low need, and 5 indicated a high need. The 21 responses to each service listed were averaged to provide a weighted score.

Among all services listed, *Water and Sewer Improvements* was shown to have the highest community need, with a weighted score of 3.62 out of 5. The service with the second highest

community need was *Drainage Improvements* with a weighted score of 3.45 out of 5, followed by *Street Improvements* with a weighted score of 3.24 out of 5.

The service with the lowest community need was *Bike Path Improvements*, with a weighted score of 2.90 out of 5. The service with the second lowest community need was *Street Lighting Improvements* with a weighted score of 2.95 out of 5, followed by *Sidewalk Improvements* with a weighted score of 3.05 out of 5.



Unlisted Needs

Respondents were invited to write in any needs not listed in categories of general Community Services, Housing, Community Facilities, Special needs Services, Jobs and Businesses, Neighborhood Services, and Infrastructure.

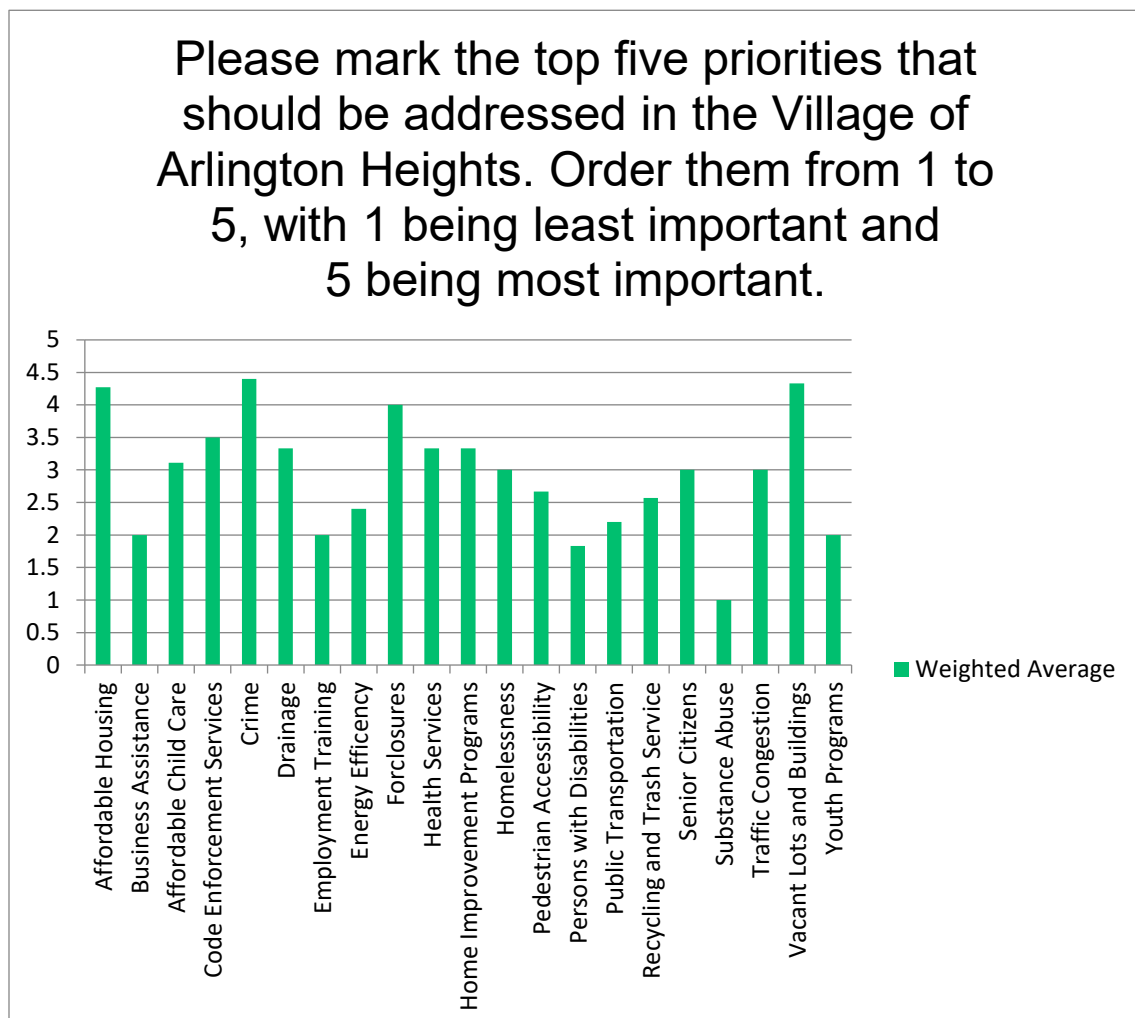
Eight responses were submitted. Of the eight, one was related to *Housing* (Mid-Level Rentals), three were related to *Neighborhood Services* (Establish and Enforce Property Maintenance Standards, one was related to *Infrastructure* (EV Charging Stations), Require Snow Removal from Sidewalks abutting Properties, and Deceased Animal Disposal/Lost Pet Reporting Services), and three were not applicable.

Top 5 Priorities

Survey Respondents were asked to pick 5 categories from a list of 21 priorities that should be addressed by the Village, and rank them from 1 to 5 in terms of importance. A rating of 1 indicated a low importance, and 5 indicated a high importance. The responses to each category listed were averaged to provide a weighted score.

Among all categories listed, *Crime* was shown to have the highest priority, with a weighted score of 4.40 out of 5. The category with the second highest importance was *Vacant Lots and Buildings* with a weighted score of 4.43 out of 5, followed by the third-highest rated *Affordable Housing* category with a weighted score of 4.27 out of 5. The fourth-highest rated category was *Foreclosures*, with a weighted score of 4.00 out of 5. The fifth-highest priority was *Code Enforcement Services*, with a weighted score of 3.50 out of 5.

The service with the lowest importance was *Substance Abuse*, with a weighted score of 1.00 out of 5. The service with the second lowest importance was *Persons with Disabilities* with a weighted score of 1.83 out of 5, followed by *Youth Programs* with a weighted score of 2.00 out of 5.



Specific Needs and Services

Respondents were asked to list specific needs or services not addressed by current housing, homelessness, or special needs services. Ten responses were submitted. Of those ten, one was related to *Crime* (Gang issues/Speed Enforcement), two were related to *Affordable Housing* (Lack of Mid-Level Rentals, Long Waitlists for Affordable Units), two were related to *Public Transportation* (Need for Transportation to Downtown Arlington Heights, Need for a Transit Line Linking Downtown Arlington Heights to the 606 Bus Line), and 5 were not applicable.

Obstacles to Affordable Housing

Respondents were asked to list primary obstacles facing the low and moderate income residents of the Village of Arlington Heights. Fourteen responses were submitted. Of the fourteen, five stated high rent as a primary obstacle, two listed high property taxes, one listed transportation, one listed transportation and affordability of childcare services, one listed the lack of homeownership assistance programs, one listed the prevalence of Section 8 tenants, one listed the Downtown Arlington Heights dining options, one listed segregation by location and the lack of racial diversity in the Fire and Police Departments.

Local Economic Improvement

Respondents were asked to list how the Village of Arlington Heights help improve the local economic situation. Fourteen responses were submitted. Of the fourteen, five suggested programs aimed at business attraction and occupancy of vacant properties, three suggested improving property affordability, one suggested increased use of Tax Increment Financing incentives, one suggested more flexible zoning and parking requirements to increase business activity, one suggested requirements for current residents to be offered occupancy priority in new buildings, one suggested improved wayfinding signage to public facilities and infrastructure maintenance, one suggested reduced high-rise development, and one was not applicable.

Awareness

Respondents were asked to list how the Village of Arlington Heights can raise awareness about programs benefiting residents. Thirteen responses were submitted. Suggestions included:

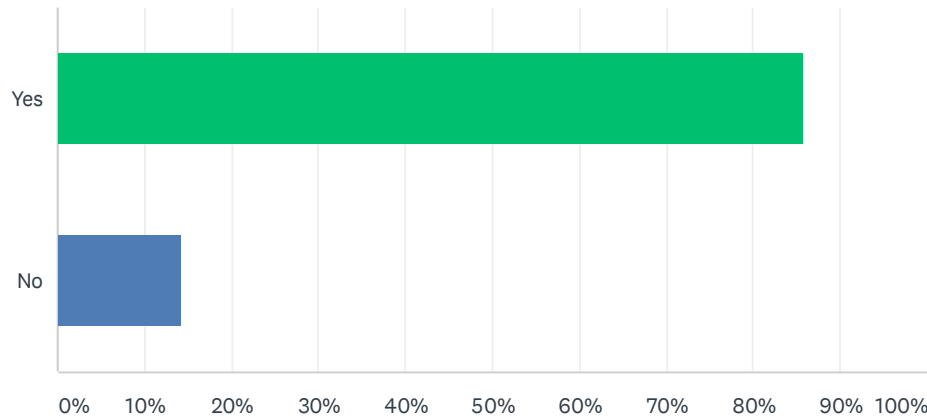
- Increased Advertising across print and digital mediums
- Holding regular open houses
- Promotion via the Village Website
- Increased promotion via Social Media
- Circulation of a regular print newsletter
- Promotion via Water Bills
- Promotion via Church, Library, and School Outreach
- Promotion at Village Events

Conclusion (DRAFT)

- Public Safety Emphasis
- Water-related infrastructure improvements desired
- Lack of support for bike infrastructure
- Lack of support for business financing
- Environmental services desired (tree-planting, recycling programs, energy-efficiency improvement incentives)
- Property Rehabilitation/Increased Code Enforcement desired
- Substance Abuse Programs had a high score under *Special Services*, but a low overall importance score
- Affordability concerns (rent, taxes)
- Support for greater business attraction and retention

Q1 Are you a Village of Arlington Heights Resident?

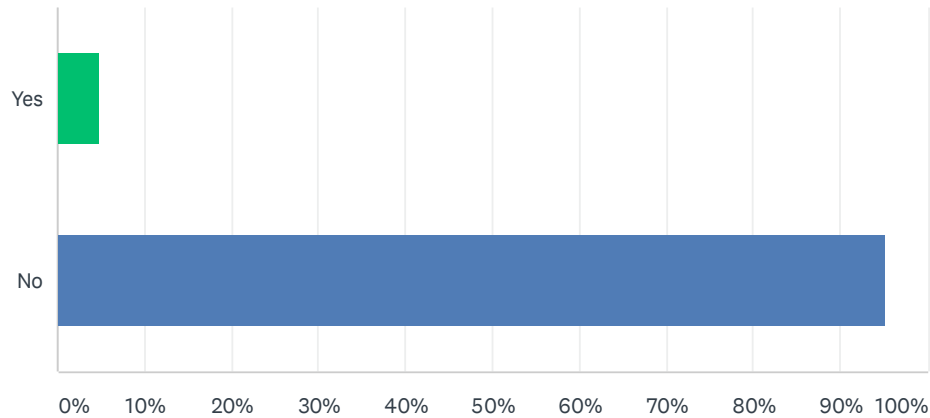
Answered: 21 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		85.71%	18
No		14.29%	3
TOTAL			21

Q2 Are you answering as a representative of a social service agency, affordable housing provider, or other entity that provides housing or other assistance to low and moderate income Arlington Heights residents?

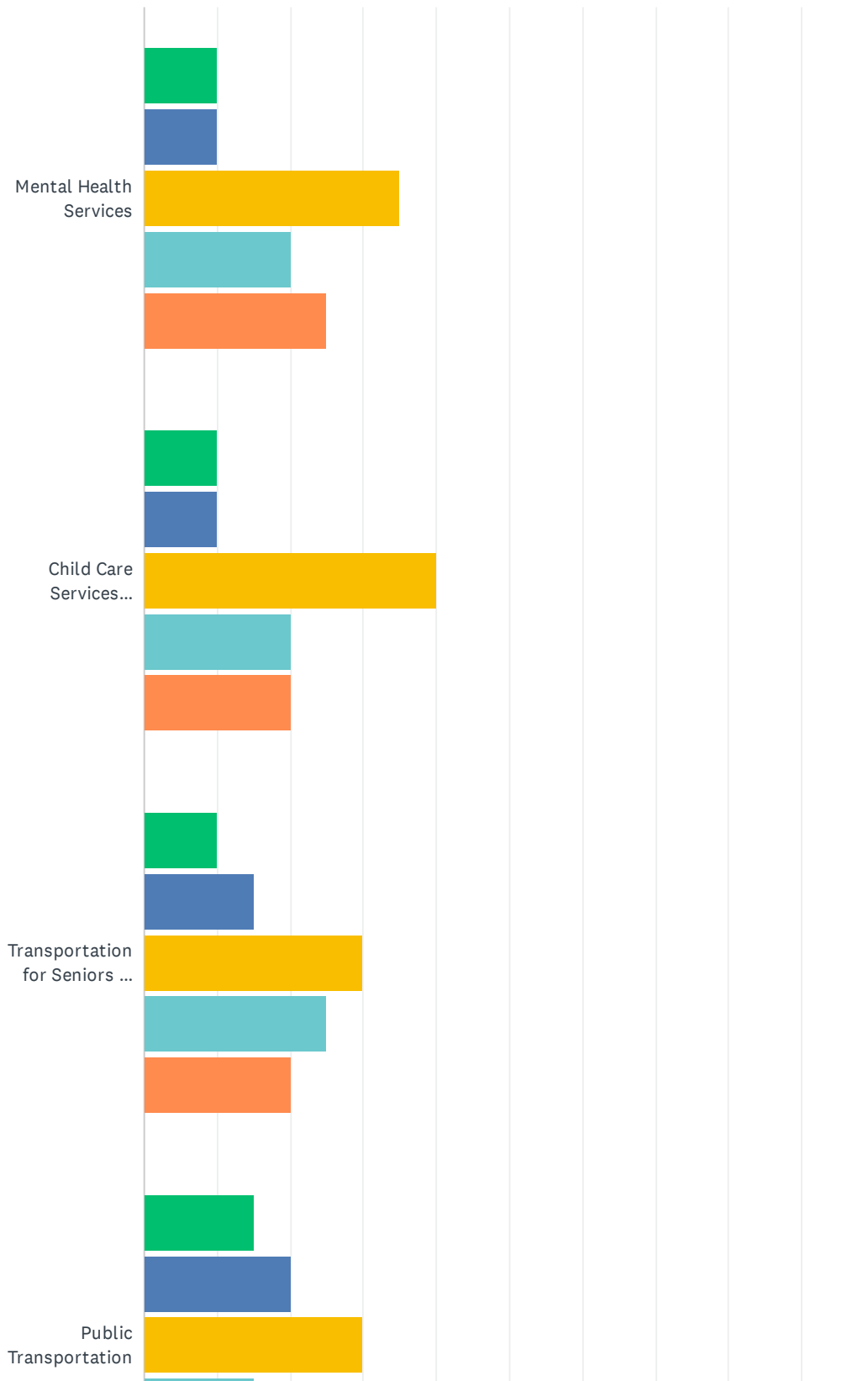
Answered: 21 Skipped: 0

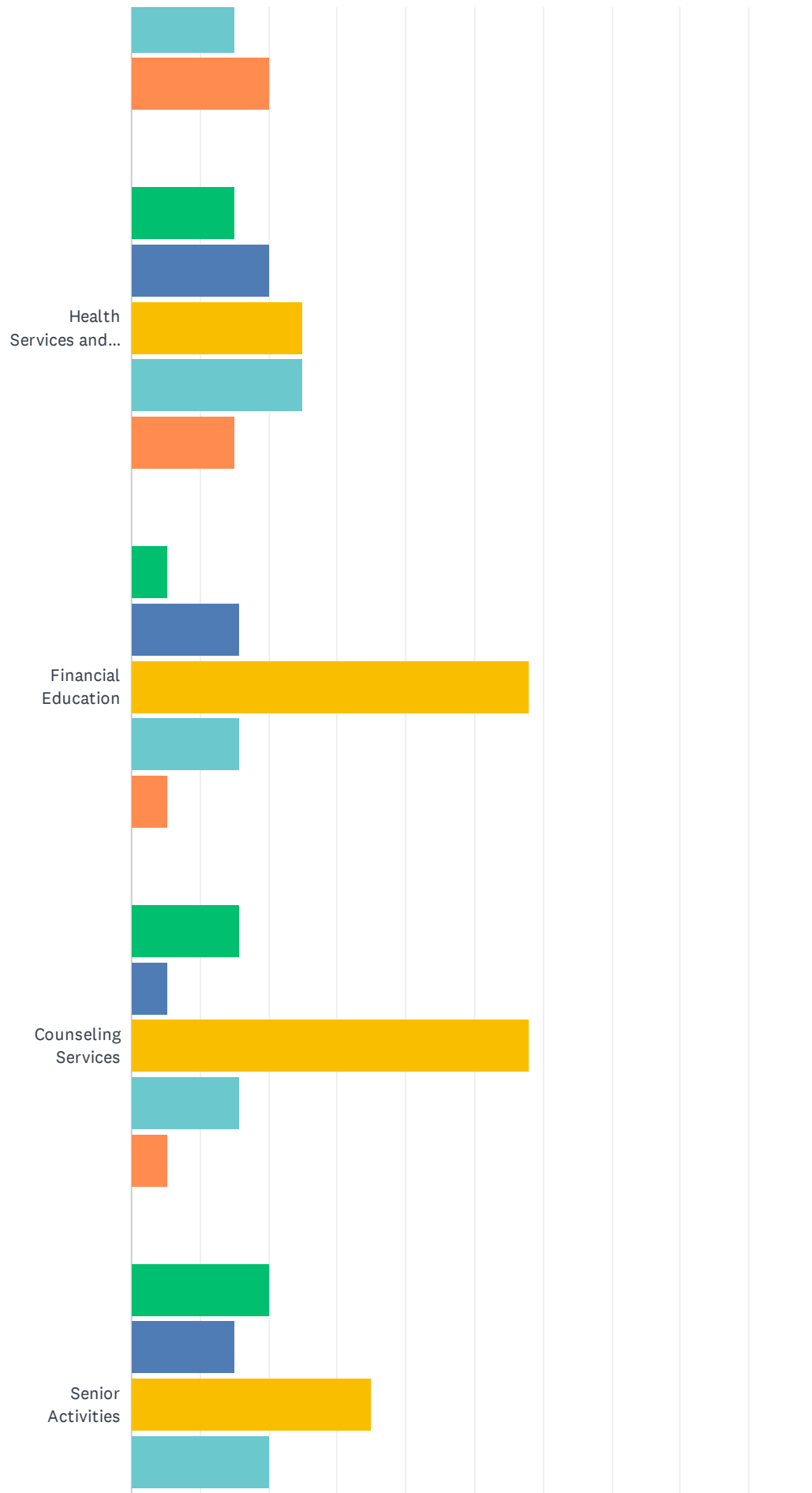


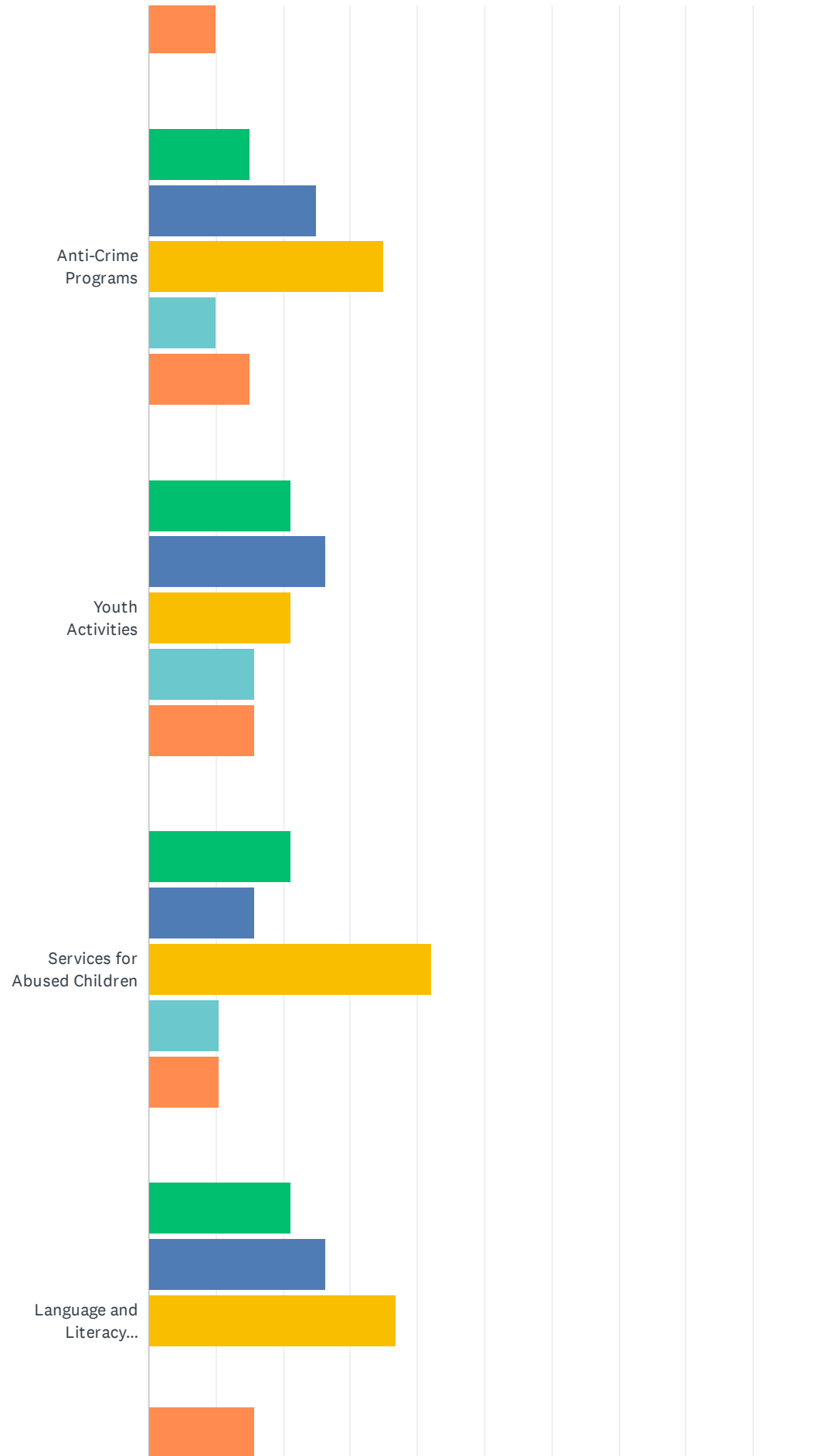
ANSWER CHOICES	RESPONSES	
Yes	4.76%	1
No	95.24%	20
TOTAL		21

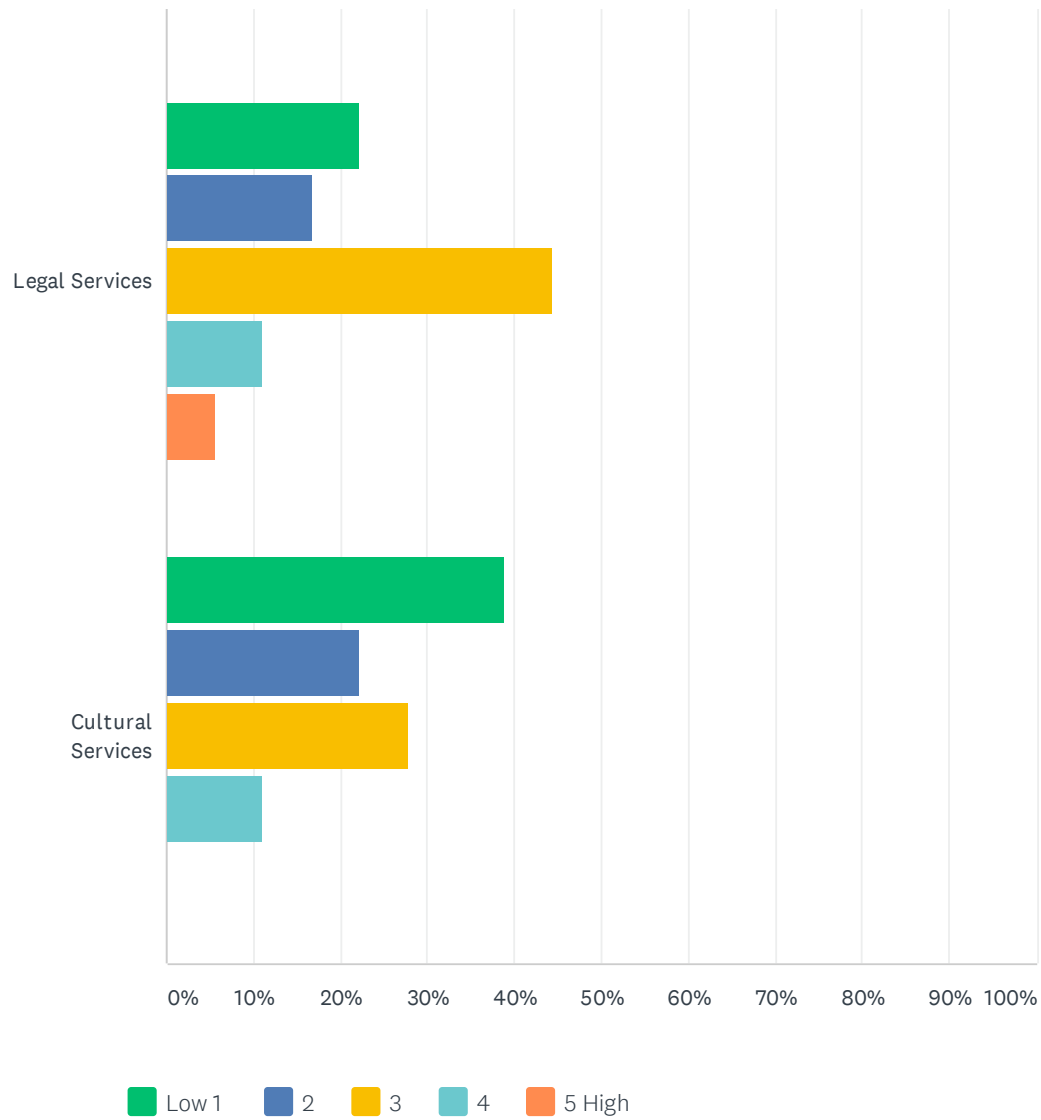
Q3 Community Services RATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 20 Skipped: 1





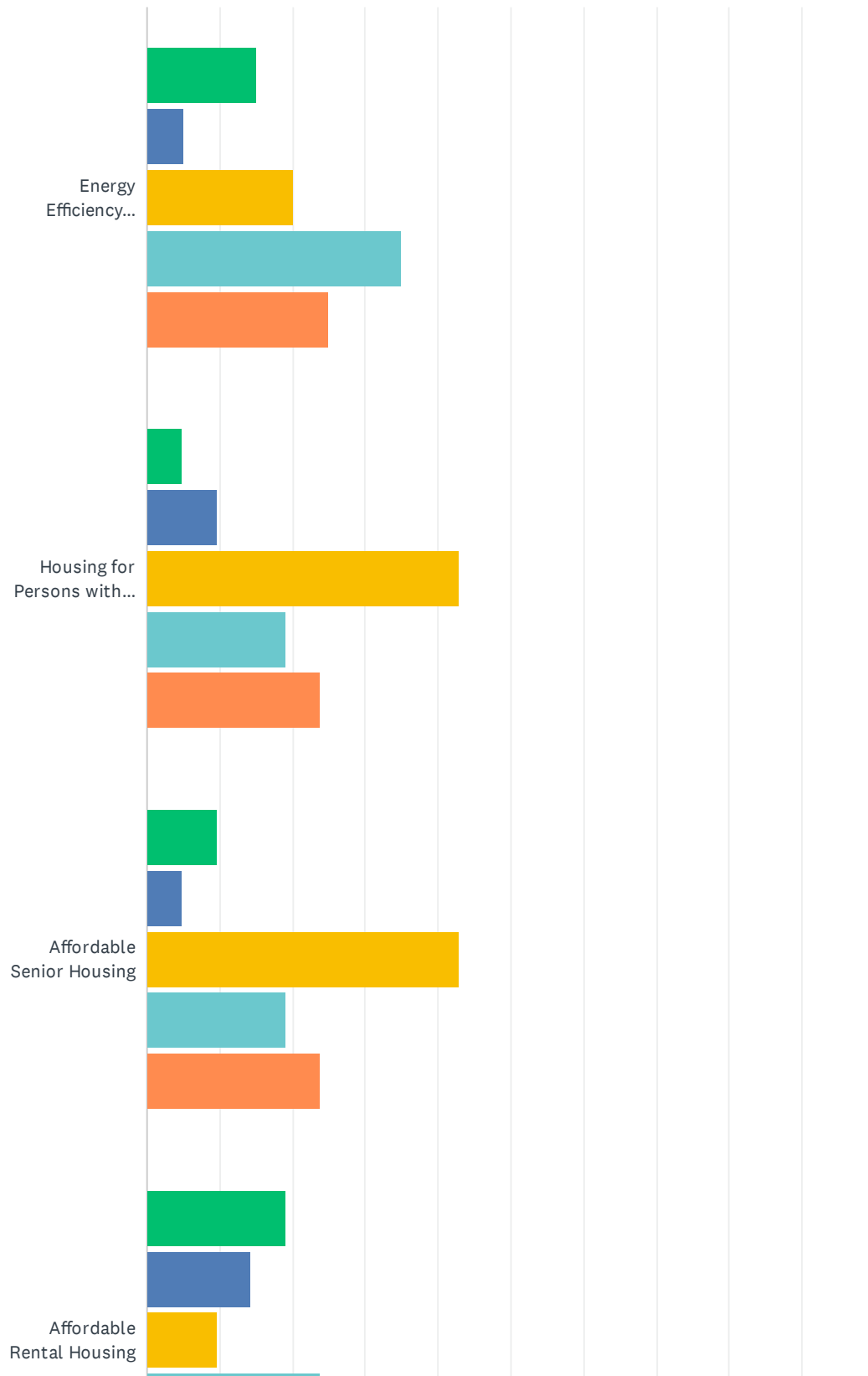


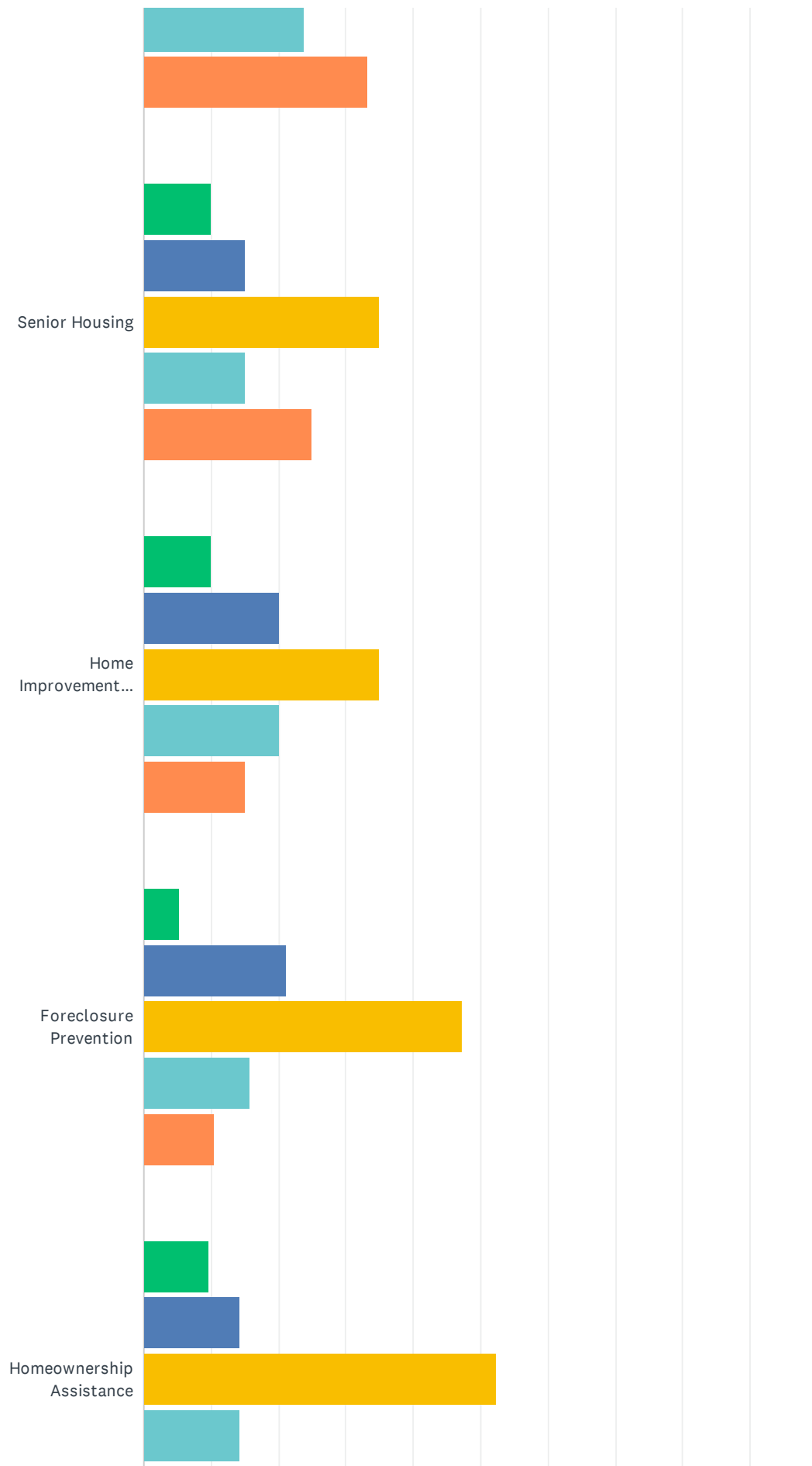


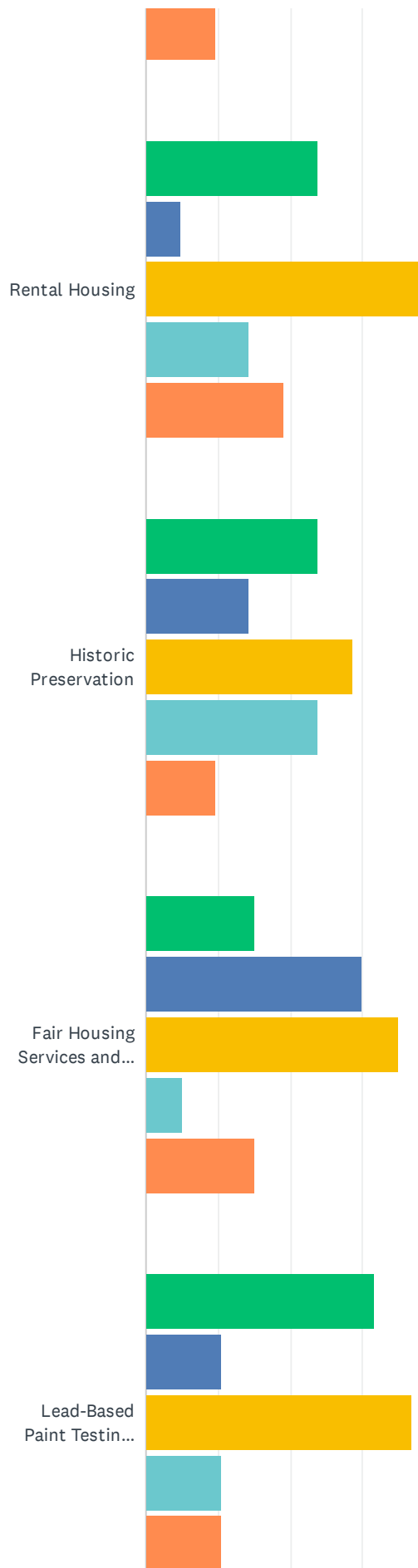
	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Mental Health Services	10.00% 2	10.00% 2	35.00% 7	20.00% 4	25.00% 5	20	3.40
Child Care Services including Affordable Day Care	10.00% 2	10.00% 2	40.00% 8	20.00% 4	20.00% 4	20	3.30
Transportation for Seniors and Persons with Disabilities to Medical Appointments	10.00% 2	15.00% 3	30.00% 6	25.00% 5	20.00% 4	20	3.30
Public Transportation	15.00% 3	20.00% 4	30.00% 6	15.00% 3	20.00% 4	20	3.05
Health Services and Clinics	15.00% 3	20.00% 4	25.00% 5	25.00% 5	15.00% 3	20	3.05
Financial Education	5.26% 1	15.79% 3	57.89% 11	15.79% 3	5.26% 1	19	3.00
Counseling Services	15.79% 3	5.26% 1	57.89% 11	15.79% 3	5.26% 1	19	2.89
Senior Activities	20.00% 4	15.00% 3	35.00% 7	20.00% 4	10.00% 2	20	2.85
Anti-Crime Programs	15.00% 3	25.00% 5	35.00% 7	10.00% 2	15.00% 3	20	2.85
Youth Activities	21.05% 4	26.32% 5	21.05% 4	15.79% 3	15.79% 3	19	2.79
Services for Abused Children	21.05% 4	15.79% 3	42.11% 8	10.53% 2	10.53% 2	19	2.74
Language and Literacy Programs	21.05% 4	26.32% 5	36.84% 7	0.00% 0	15.79% 3	19	2.63
Legal Services	22.22% 4	16.67% 3	44.44% 8	11.11% 2	5.56% 1	18	2.61
Cultural Services	38.89% 7	22.22% 4	27.78% 5	11.11% 2	0.00% 0	18	2.11

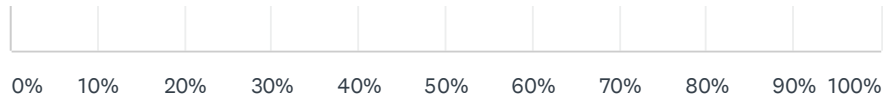
Q4 Housing RATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 21 Skipped: 0







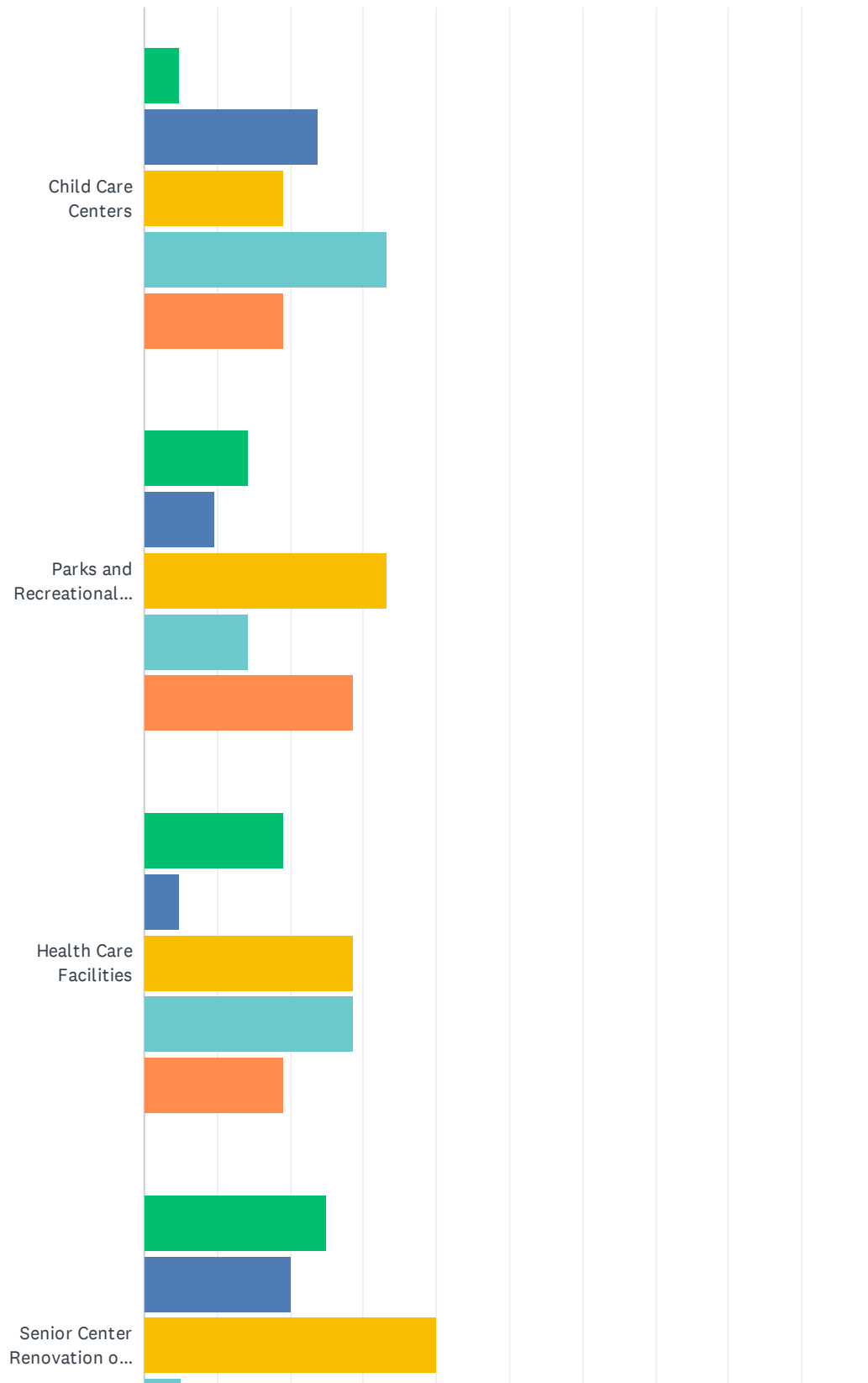


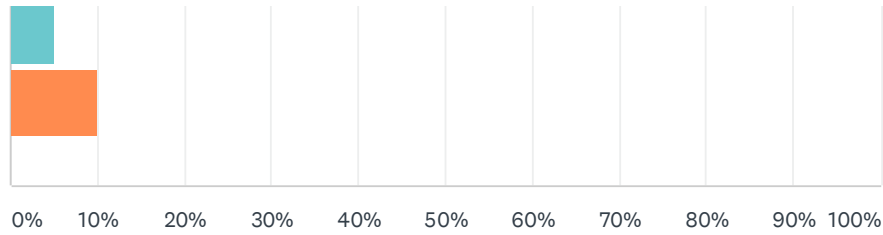
■ Low 1
 ■ 2
 ■ 3
 ■ 4
 ■ 5 High

	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Energy Efficiency Improvements	15.00% 3	5.00% 1	20.00% 4	35.00% 7	25.00% 5	20	3.50
Housing for Persons with Disabilities	4.76% 1	9.52% 2	42.86% 9	19.05% 4	23.81% 5	21	3.48
Affordable Senior Housing	9.52% 2	4.76% 1	42.86% 9	19.05% 4	23.81% 5	21	3.43
Affordable Rental Housing	19.05% 4	14.29% 3	9.52% 2	23.81% 5	33.33% 7	21	3.38
Senior Housing	10.00% 2	15.00% 3	35.00% 7	15.00% 3	25.00% 5	20	3.30
Home Improvement Programs	10.00% 2	20.00% 4	35.00% 7	20.00% 4	15.00% 3	20	3.10
Foreclosure Prevention	5.26% 1	21.05% 4	47.37% 9	15.79% 3	10.53% 2	19	3.05
Homeownership Assistance	9.52% 2	14.29% 3	52.38% 11	14.29% 3	9.52% 2	21	3.00
Rental Housing	23.81% 5	4.76% 1	38.10% 8	14.29% 3	19.05% 4	21	3.00
Historic Preservation	23.81% 5	14.29% 3	28.57% 6	23.81% 5	9.52% 2	21	2.81
Fair Housing Services and Enforcement	15.00% 3	30.00% 6	35.00% 7	5.00% 1	15.00% 3	20	2.75
Lead-Based Paint Testing and Abatement	31.58% 6	10.53% 2	36.84% 7	10.53% 2	10.53% 2	19	2.58

Q5 Community FacilitiesRATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 21 Skipped: 0



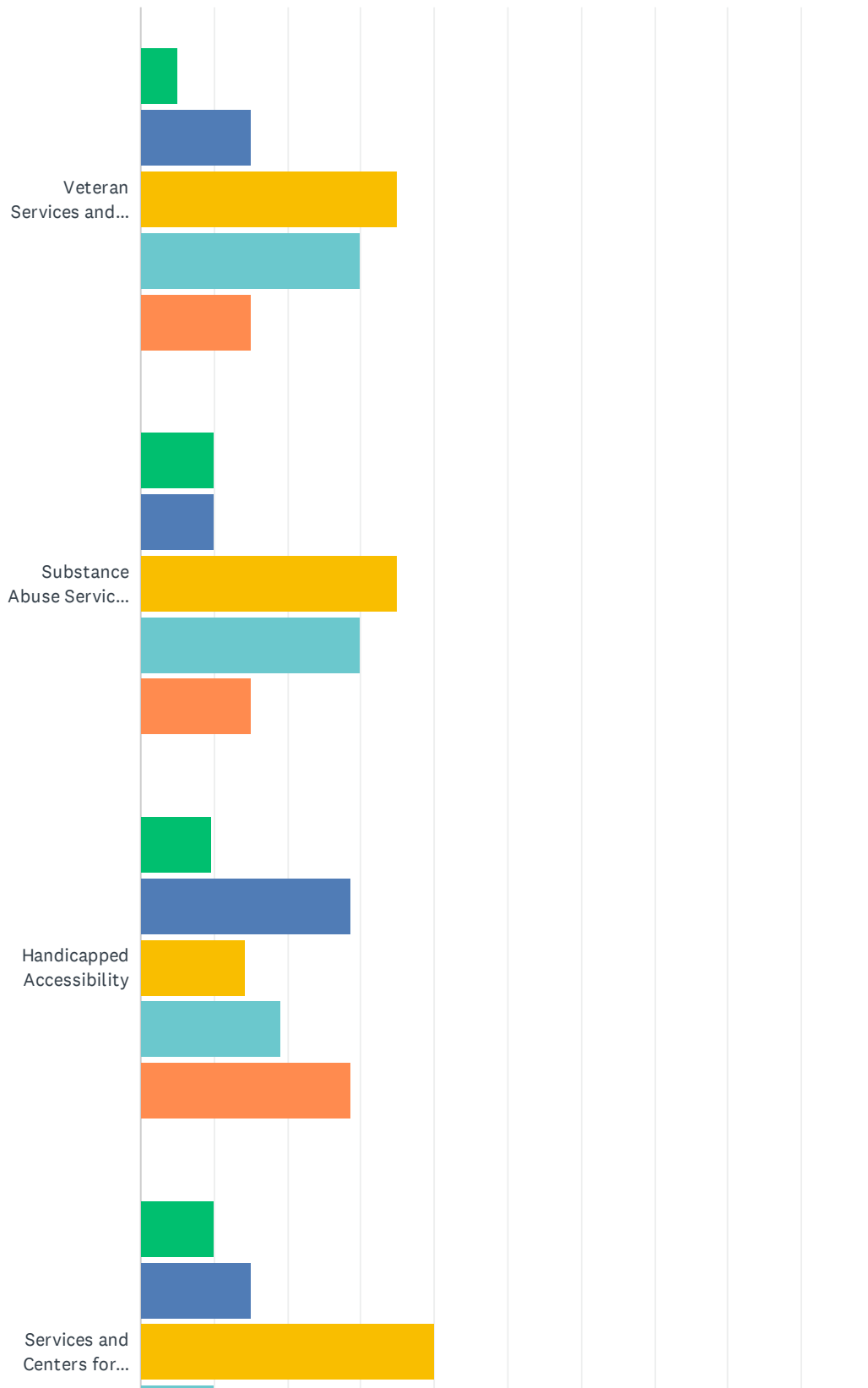


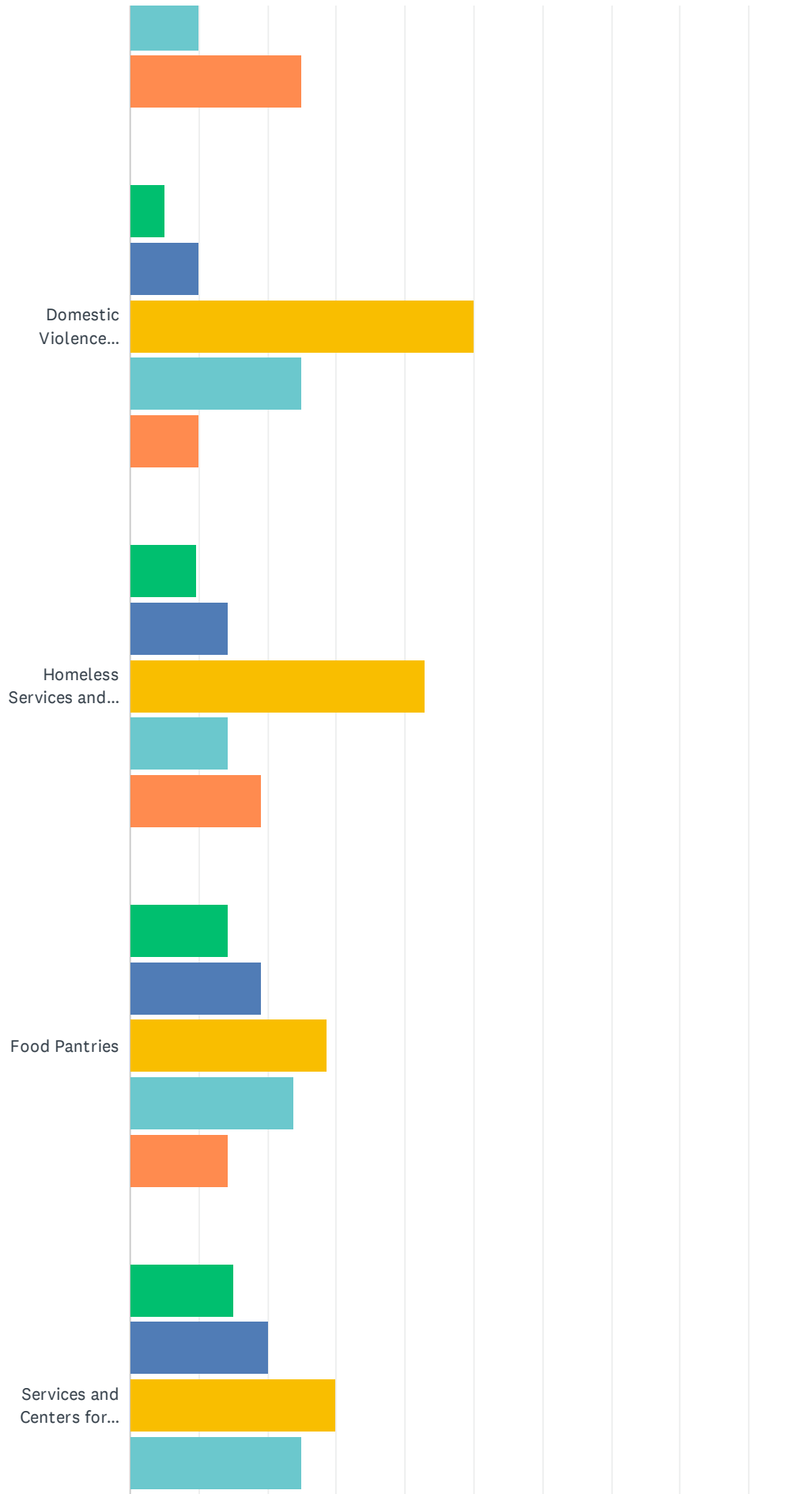
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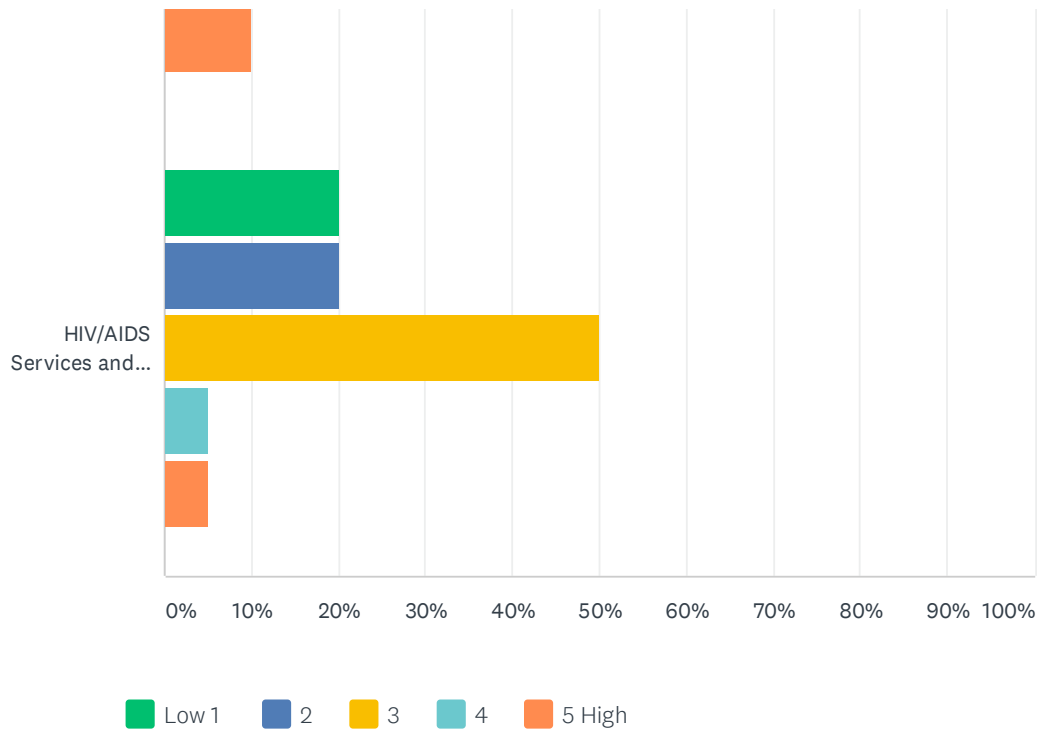
	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Child Care Centers	4.76% 1	23.81% 5	19.05% 4	33.33% 7	19.05% 4	21	3.38
Parks and Recreational Facilities	14.29% 3	9.52% 2	33.33% 7	14.29% 3	28.57% 6	21	3.33
Health Care Facilities	19.05% 4	4.76% 1	28.57% 6	28.57% 6	19.05% 4	21	3.24
Senior Center Renovation or Enhancements	25.00% 5	20.00% 4	40.00% 8	5.00% 1	10.00% 2	20	2.55

Q6 Special Needs ServicesRATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 21 Skipped: 0



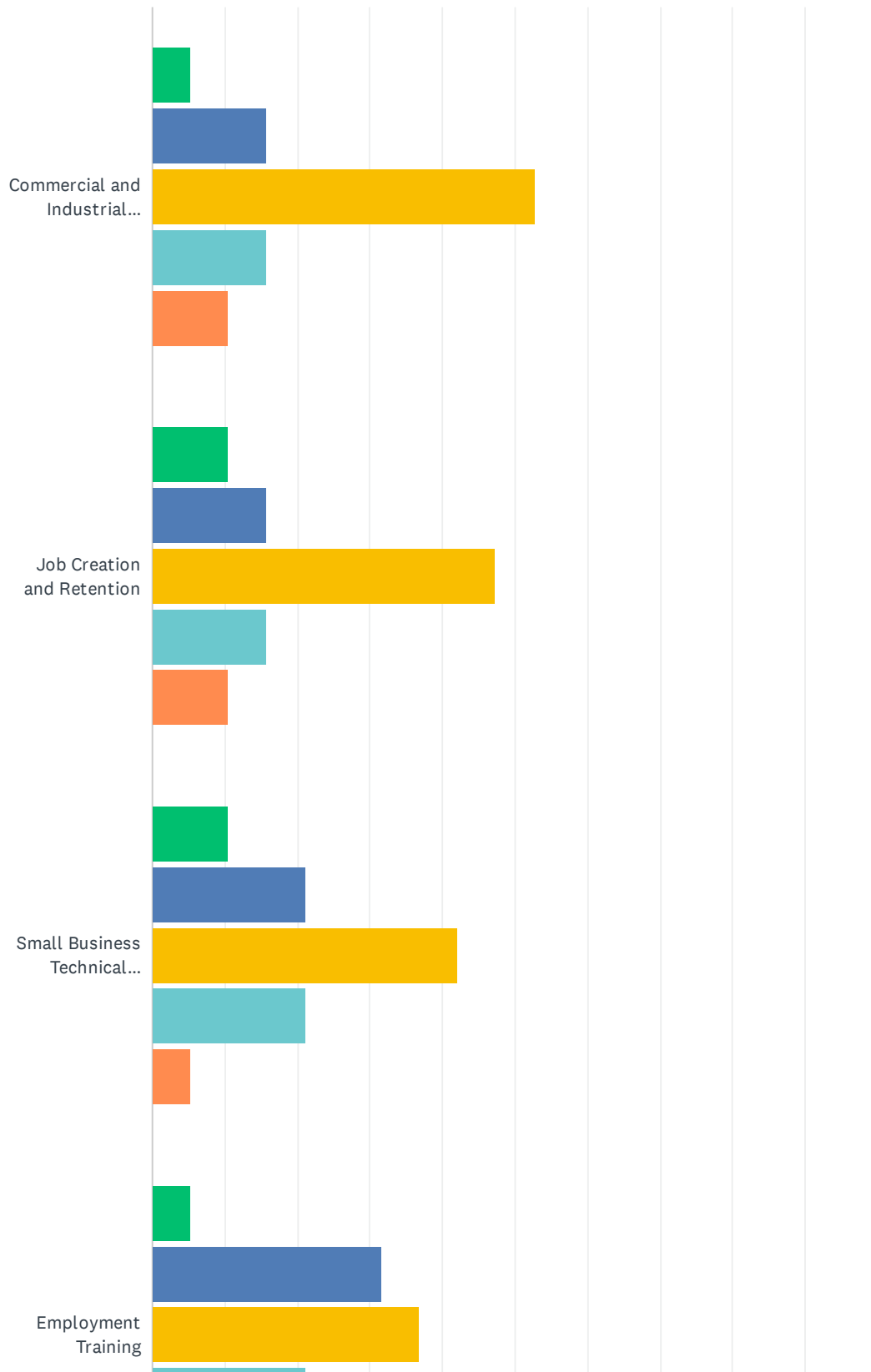


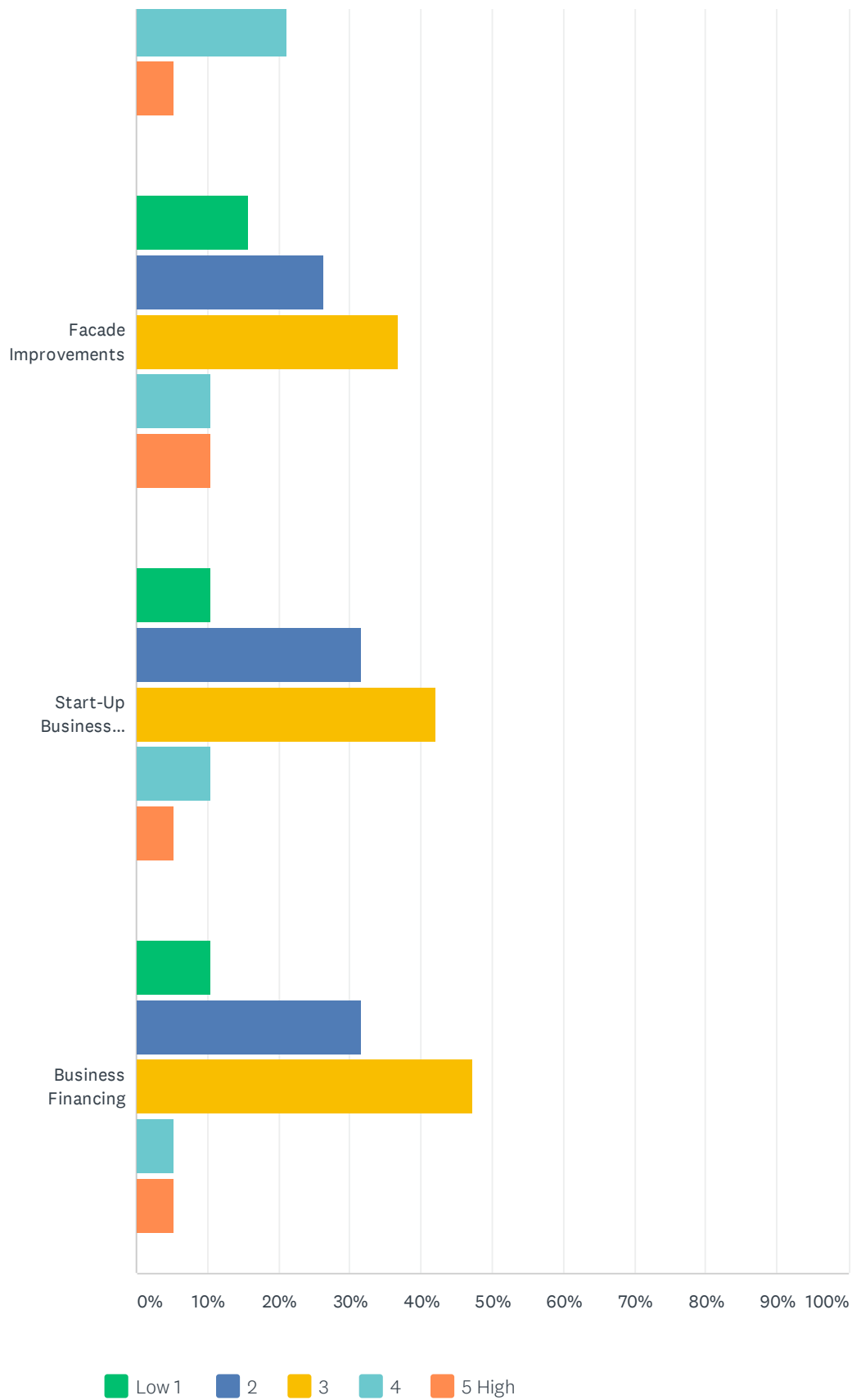


	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Veteran Services and Centers	5.00% 1	15.00% 3	35.00% 7	30.00% 6	15.00% 3	20	3.35
Substance Abuse Services and Centers	10.00% 2	10.00% 2	35.00% 7	30.00% 6	15.00% 3	20	3.30
Handicapped Accessibility	9.52% 2	28.57% 6	14.29% 3	19.05% 4	28.57% 6	21	3.29
Services and Centers for Persons with Disabilities	10.00% 2	15.00% 3	40.00% 8	10.00% 2	25.00% 5	20	3.25
Domestic Violence Services and Centers	5.00% 1	10.00% 2	50.00% 10	25.00% 5	10.00% 2	20	3.25
Homeless Services and Shelters	9.52% 2	14.29% 3	42.86% 9	14.29% 3	19.05% 4	21	3.19
Food Pantries	14.29% 3	19.05% 4	28.57% 6	23.81% 5	14.29% 3	21	3.05
Services and Centers for Abused Children	15.00% 3	20.00% 4	30.00% 6	25.00% 5	10.00% 2	20	2.95
HIV/AIDS Services and Centers	20.00% 4	20.00% 4	50.00% 10	5.00% 1	5.00% 1	20	2.55

Q7 Jobs and BusinessesRATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 19 Skipped: 2

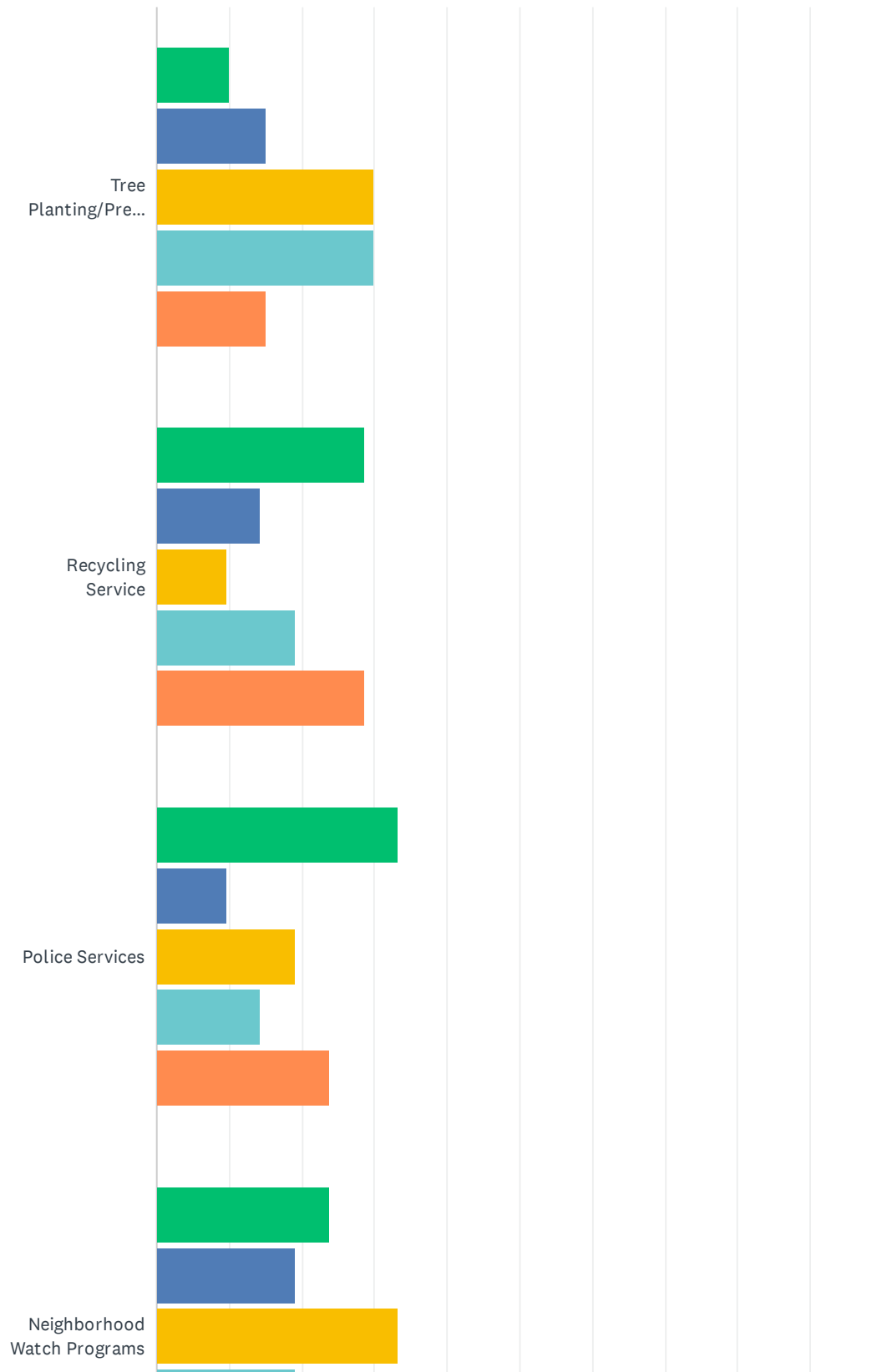


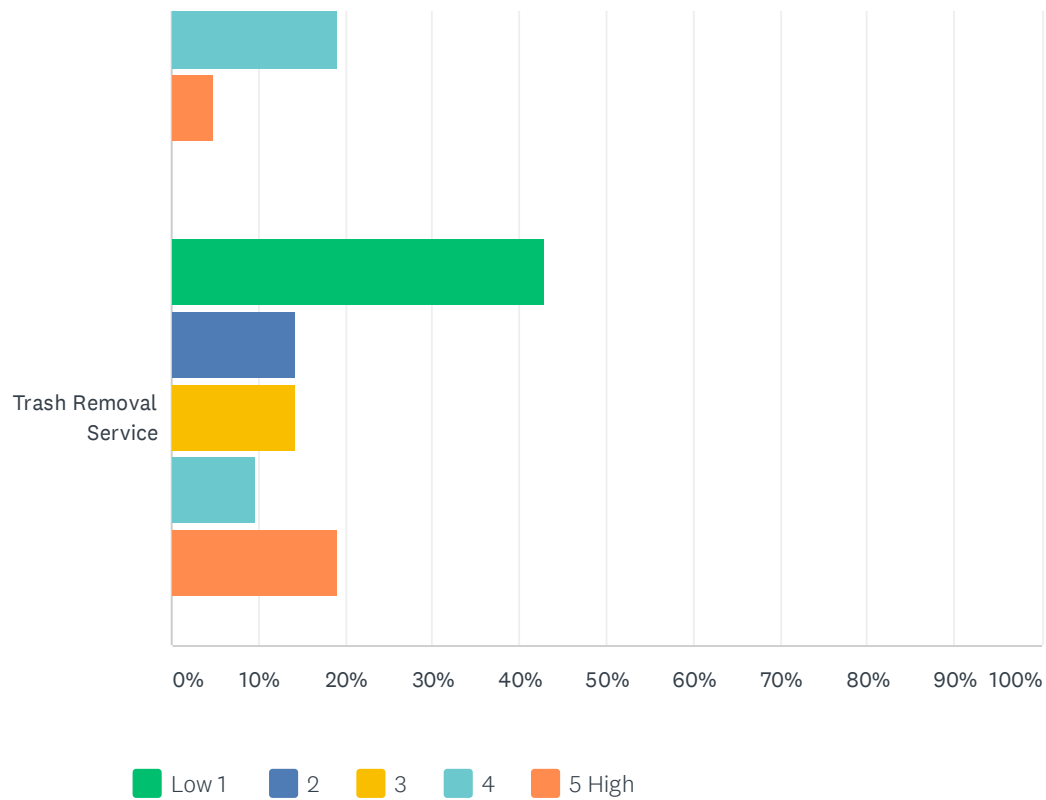


	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Commercial and Industrial Rehabilitation	5.26% 1	15.79% 3	52.63% 10	15.79% 3	10.53% 2	19	3.11
Job Creation and Retention	10.53% 2	15.79% 3	47.37% 9	15.79% 3	10.53% 2	19	3.00
Small Business Technical Assistance	10.53% 2	21.05% 4	42.11% 8	21.05% 4	5.26% 1	19	2.89
Employment Training	5.26% 1	31.58% 6	36.84% 7	21.05% 4	5.26% 1	19	2.89
Facade Improvements	15.79% 3	26.32% 5	36.84% 7	10.53% 2	10.53% 2	19	2.74
Start-Up Business Assistance	10.53% 2	31.58% 6	42.11% 8	10.53% 2	5.26% 1	19	2.68
Business Financing	10.53% 2	31.58% 6	47.37% 9	5.26% 1	5.26% 1	19	2.63

Q8 Neighborhood ServicesRATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 21 Skipped: 0

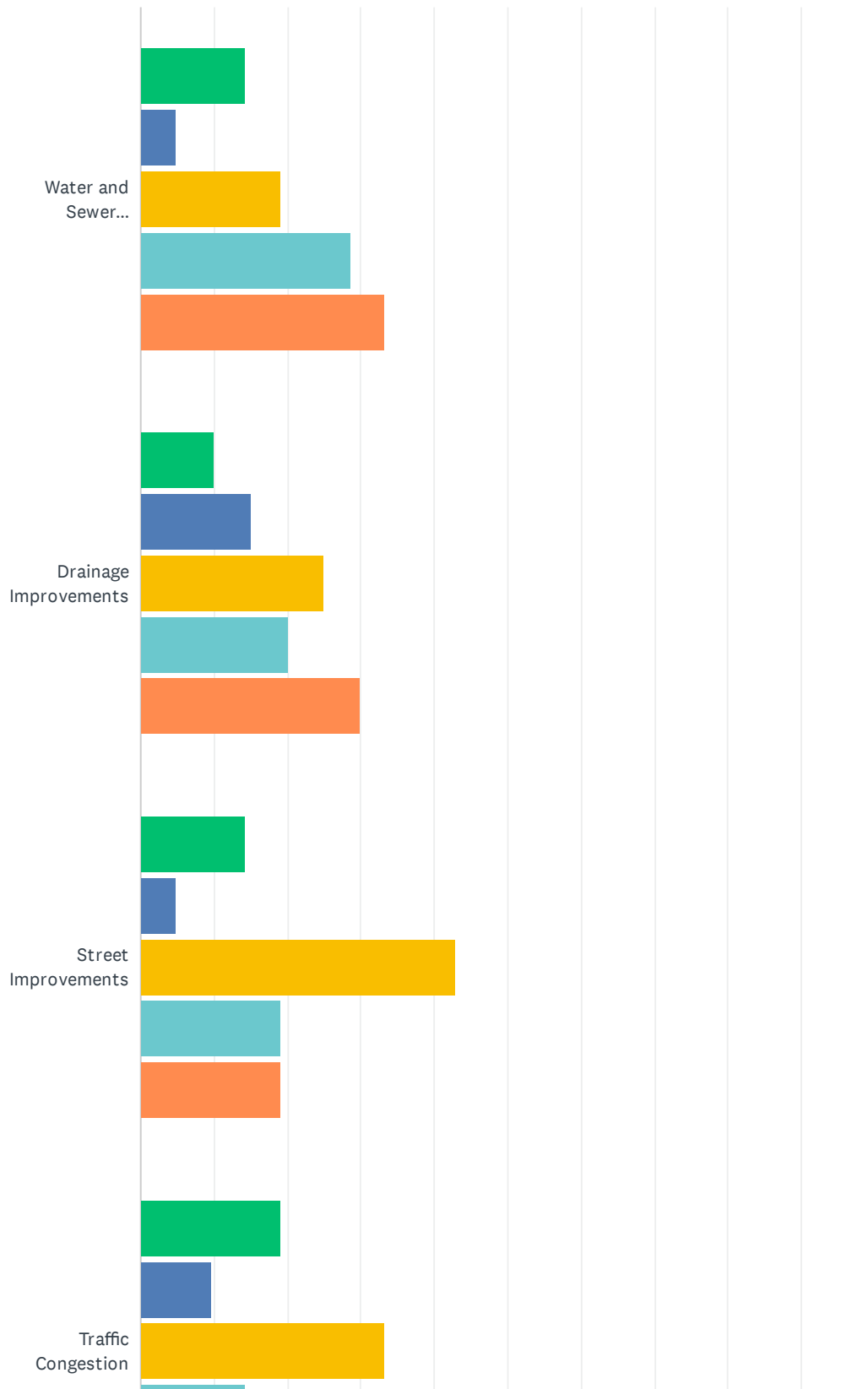


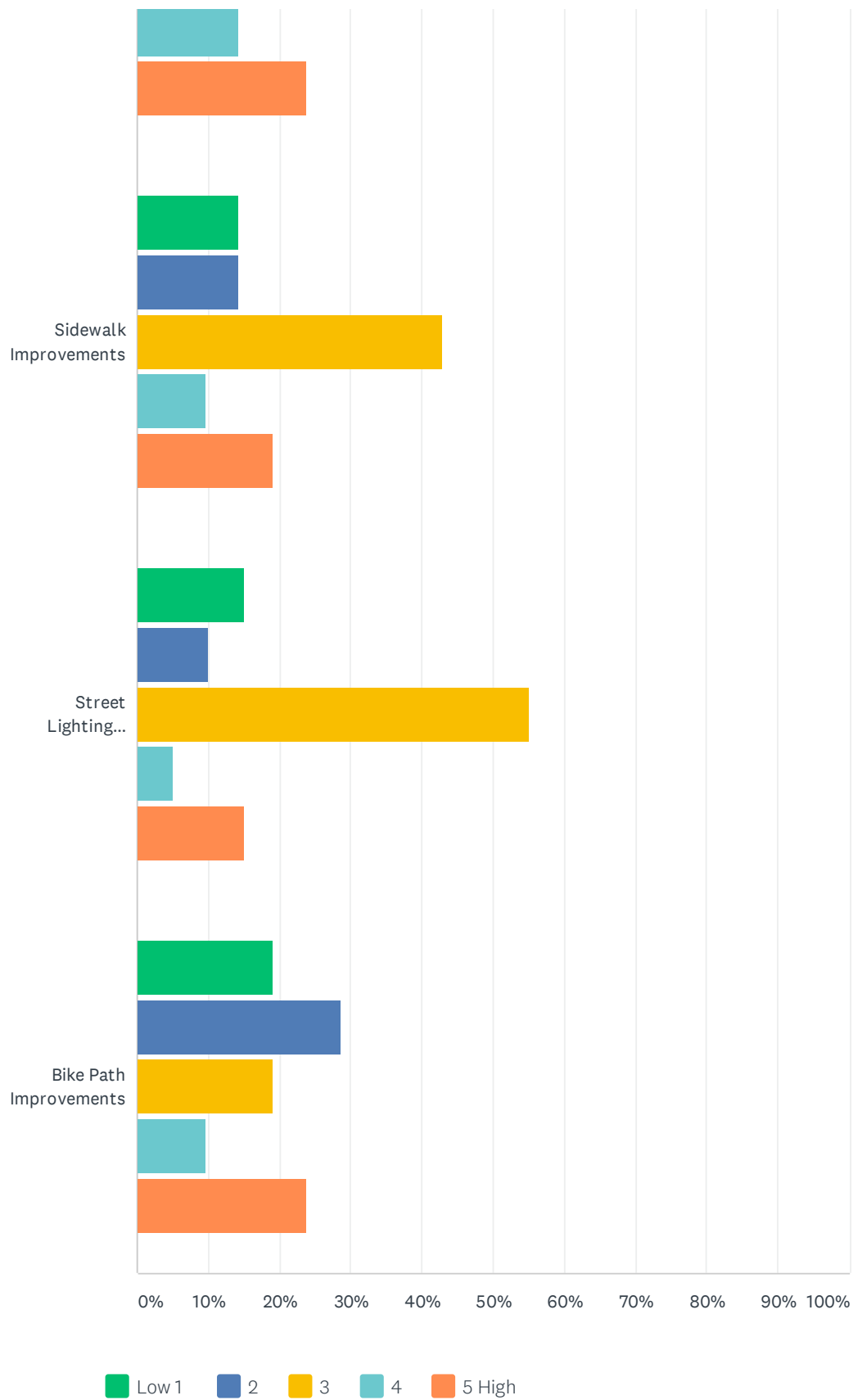


	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Tree Planting/Preservation	10.00% 2	15.00% 3	30.00% 6	30.00% 6	15.00% 3	20	3.25
Recycling Service	28.57% 6	14.29% 3	9.52% 2	19.05% 4	28.57% 6	21	3.05
Police Services	33.33% 7	9.52% 2	19.05% 4	14.29% 3	23.81% 5	21	2.86
Neighborhood Watch Programs	23.81% 5	19.05% 4	33.33% 7	19.05% 4	4.76% 1	21	2.62
Trash Removal Service	42.86% 9	14.29% 3	14.29% 3	9.52% 2	19.05% 4	21	2.48

Q9 Infrastructure RATE THE LEVEL OF UNMET COMMUNITY NEED WITH 1 BEING LOW NEED AND 5 BEING HIGH NEED

Answered: 21 Skipped: 0





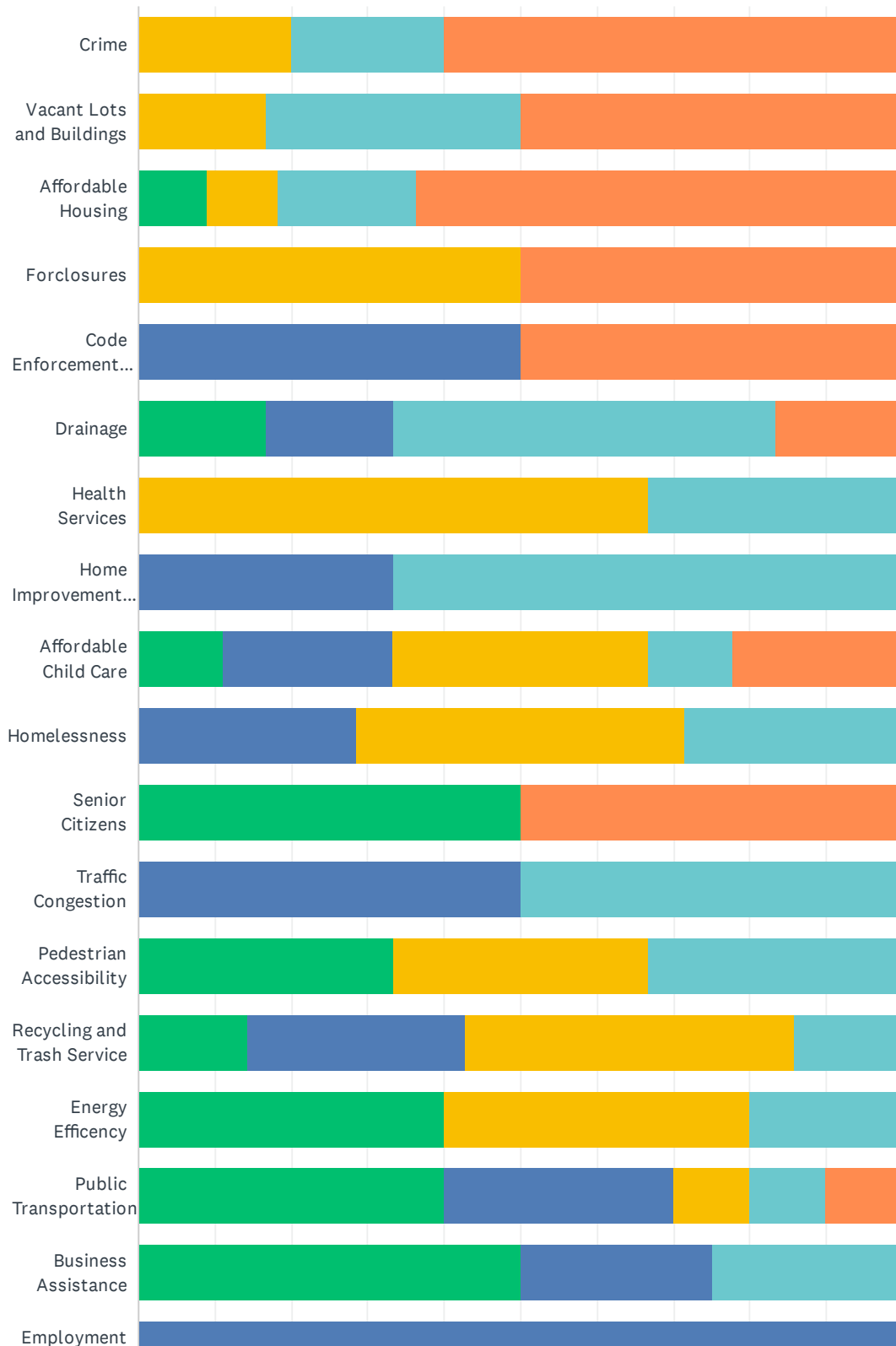
	LOW 1	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Water and Sewer Improvements	14.29% 3	4.76% 1	19.05% 4	28.57% 6	33.33% 7	21	3.62
Drainage Improvements	10.00% 2	15.00% 3	25.00% 5	20.00% 4	30.00% 6	20	3.45
Street Improvements	14.29% 3	4.76% 1	42.86% 9	19.05% 4	19.05% 4	21	3.24
Traffic Congestion	19.05% 4	9.52% 2	33.33% 7	14.29% 3	23.81% 5	21	3.14
Sidewalk Improvements	14.29% 3	14.29% 3	42.86% 9	9.52% 2	19.05% 4	21	3.05
Street Lighting Improvements	15.00% 3	10.00% 2	55.00% 11	5.00% 1	15.00% 3	20	2.95
Bike Path Improvements	19.05% 4	28.57% 6	19.05% 4	9.52% 2	23.81% 5	21	2.90

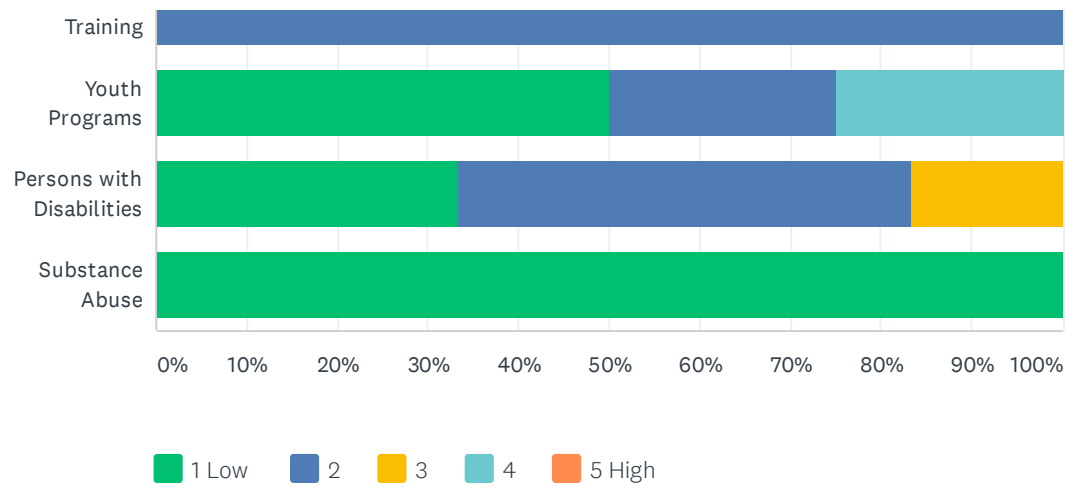
Q10 Please write in any needs not listed:

Answered: 8 Skipped: 13

Q11 Please mark the top five priorities that should be addressed in the Village of Arlington Heights. Order them from 1 to 5, with 1 being least important and 5 being most important.

Answered: 21 Skipped: 0





	1 LOW	2	3	4	5 HIGH	TOTAL	WEIGHTED AVERAGE
Crime	0.00% 0	0.00% 0	20.00% 1	20.00% 1	60.00% 3	5	4.40
Vacant Lots and Buildings	0.00% 0	0.00% 0	16.67% 1	33.33% 2	50.00% 3	6	4.33
Affordable Housing	9.09% 1	0.00% 0	9.09% 1	18.18% 2	63.64% 7	11	4.27
Foreclosures	0.00% 0	0.00% 0	50.00% 1	0.00% 0	50.00% 1	2	4.00
Code Enforcement Services	0.00% 0	50.00% 1	0.00% 0	0.00% 0	50.00% 1	2	3.50
Drainage	16.67% 1	16.67% 1	0.00% 0	50.00% 3	16.67% 1	6	3.33
Health Services	0.00% 0	0.00% 0	66.67% 2	33.33% 1	0.00% 0	3	3.33
Home Improvement Programs	0.00% 0	33.33% 1	0.00% 0	66.67% 2	0.00% 0	3	3.33
Affordable Child Care	11.11% 1	22.22% 2	33.33% 3	11.11% 1	22.22% 2	9	3.11
Homelessness	0.00% 0	28.57% 2	42.86% 3	28.57% 2	0.00% 0	7	3.00
Senior Citizens	50.00% 2	0.00% 0	0.00% 0	0.00% 0	50.00% 2	4	3.00
Traffic Congestion	0.00% 0	50.00% 1	0.00% 0	50.00% 1	0.00% 0	2	3.00
Pedestrian Accessibility	33.33% 1	0.00% 0	33.33% 1	33.33% 1	0.00% 0	3	2.67
Recycling and Trash Service	14.29% 1	28.57% 2	42.86% 3	14.29% 1	0.00% 0	7	2.57
Energy Efficiency	40.00% 2	0.00% 0	40.00% 2	20.00% 1	0.00% 0	5	2.40
Public Transportation	40.00% 4	30.00% 3	10.00% 1	10.00% 1	10.00% 1	10	2.20
Business Assistance	50.00% 2	25.00% 1	0.00% 0	25.00% 1	0.00% 0	4	2.00
Employment Training	0.00% 0	100.00% 1	0.00% 0	0.00% 0	0.00% 0	1	2.00
Youth Programs	50.00% 2	25.00% 1	0.00% 0	25.00% 1	0.00% 0	4	2.00
Persons with Disabilities	33.33% 2	50.00% 3	16.67% 1	0.00% 0	0.00% 0	6	1.83
Substance Abuse	100.00% 1	0.00% 0	0.00% 0	0.00% 0	0.00% 0	1	1.00

Q12 Do you know of specific needs or services not addressed by current housing, homelessness, or special needs services?

Answered: 10 Skipped: 11

Q13 What are the primary obstacles facing the low and moderate income residents of the Village of Arlington Heights?

Answered: 14 Skipped: 7

Q14 How can the Village of Arlington Heights help improve the local economic situation?

Answered: 14 Skipped: 7

Q15 What can the Village do better to raise awareness about programs benefiting residents of the Village of Arlington Heights?

Answered: 13 Skipped: 8

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Housing and Mentoring Support for Low Income Families**

Project Location: **Arlington Heights and adjacent northwest suburbs**

CDBG Funding Request:

\$3,000

Applicant Contact Information

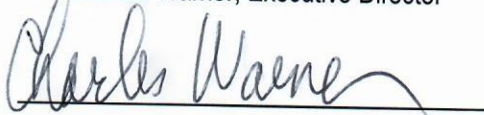
Organization Name: **Faith Community Homes**

DUNS (Dun and Bradstreet) Number: **17-879-4157**

(A DUNS Number is required to receive federal funding)

Contact Name, Title: **Charles Warner, Executive Director**

Signature:



(electronic signature is acceptable)

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.

Mailing Address 1: **302 N. Dunton Ave.**

Mailing Address 2:

City, State, Zip: **Arlington Heights, IL 60004**

Telephone Number: **847-342-0846**

Fax Number: **847-255-3475**

Email Address: **charles.warner@fchomes.org**

Organization website: **www.fchomes.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 program 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.

Faith Community Homes offers a two-year 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 be low to extremely low income by HUD income standards and must have school age children. 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 FCH assists with the remainder of their rent. 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, FCH 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 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. The two volunteer mentors (a male and female mentor for each family) meet regularly with the family to review finances, budgeting, planning for future expenses, and income. In addition, mentors help parents with job searches, writing resumes, and practice interviews for jobs.

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. We believe that simply providing financial assistance or low rent housing is not a long-term answer for these families. They must improve their employability and begin earning enough

income to achieve financial stability and independence.

85% of FCH families who complete our program successfully achieve financial stability, defined as the ability to pay all their bills on time. Over the past 3 years, families have increased their incomes by an average of 18% by the time they finished the two year program. In addition, 28% of the parents in the program gained new training and education to improve their employability.

Faith Community Homes was established in 2003 as a result of an initiative of the Arlington Heights Ministerial Association to address the needs of low income families residing and working in the area. Starting in January, 2014, Faith Community Homes began assisting families in Palatine due to an invitation from Palatine churches and the Township of Palatine to provide this program in their area. Although we have strong church support, we do not require any church attendance or affiliation of families we assist. We are gradually expanding our service area as we are able to grow financially to accept families in Hofmann Estates and Schaumburg.

2. Previous CDBG Funding

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

Yes, Arlington Heights

**3. Will any funds be used for research and development?
(Yes or No)**

If yes, please specify how funds will be used.

No

B. Service Area

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

Northwest Suburbs: Arlington Heights, Palatine, Elk Grove Village, Schaumburg, Hoffman Estates, Rolling Meadows

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

Yes

3. Describe any additional criteria for your program.

Families may be considered

- whose adults are full or part-time employed, (at least one full-time employed the other at least part-time (20hr/wk) employed and
 - i. whose children are of high school age or younger, and
 - ii. whose 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 does your agency operate in Arlington Heights or for Arlington Heights residents?

All our services and programs operate in Arlington Heights

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No 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 families with children in poverty and at risk of eviction and homelessness.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Funding is requested to support the case management services we provide to low income families living in Arlington Heights which is essential for ensuring families manage their resources and increase their incomes effectively.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	75	18	18
October 1, 2019 – present	69	13	13
October 1, 2018 – September 30, 2019	60	13	13

2018 Income Limits

	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?
CDBG funds will support the salaries of case managers 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 a family is in our program. The funds are used only to support case management for families in Arlington Heights.
4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?
Maintain and gradually increase the current service level.

5. Would this program exist without CDBG funding?

(Select one)

☒ Yes

☐ No

D. Staff for Funded Program

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

a.	Full-time	1
b.	Part-time	2
c.	Volunteers	38

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: Charles Warner, Executive Director

Phone Number: 847-342-0846

Email Address: charles.warner@fchomes.org

3. How long has the staff member identified above been with the agency?
10 years

E. Fees and Funding Sources

1. Describe any client fees collected*:

No fees are collected from clients

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

2. Describe how client fees are used:

n/a

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$
HOME Funds	\$ 0	\$
ESG Funds	\$ 0	\$
HOPWA Funds	\$ 0	\$
Appalachian Regional Commission	\$ 0	\$
Other Federal Funds	\$ 0	\$
State/Local Funds	\$ 36,000	\$ 17,000
Private Funds	\$ 216,200	\$ 65,000
Program Income (client fees)	\$	\$
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

X No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 270,000	\$ 210,000	\$ 3,000
Program Year 2019	\$ 252,200	\$ 193,400	\$ 2,500
Program Year 2018	\$ 249,400	\$ 189,200	\$ 2,500

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 3,000
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 3,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):**

Strengthen northwest suburban families to achieve financial stability and independence through mentoring, rental assistance and support services.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: English as a Second Language Instruction

Project Location: Arlington Heights Memorial Library

#CDBG Funding Request:

\$1,500

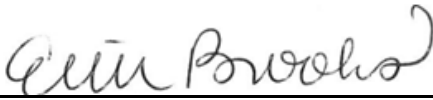
Applicant Contact Information

Organization Name: District 214 Educational Foundation

DUNS (Dun and Bradstreet) Number: 067471755
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Erin Brooks, Executive Director, District 214 Education Foundation

Signature:



(electronic signature is acceptable)

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.

Mailing Address 1: 2121 South Goebbert Road

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-718-7688

Fax Number: 847-718-7713

Email Address: erin.brooks@d214.org

Organization website: d214.org/foundation/

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 program 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 purpose of the program is to serve eligible non-native speakers of English who can benefit from High Beginning/Low Intermediate English as a Second Language (ESL) classes. We will provide 48 weeks of classroom instruction at the Arlington Heights Memorial Library (AHML) every Thursday from 12:30 to 3:30pm. Classes will not be held Mar. 25 (Spring Break) or the last two weeks of December. AHML's ESL Coordinator will provide identification and recruitment of potential students. District 214 Community Education (D214 CE) will provide assessment, instruction, evaluation of learning gains, and recordkeeping. The project will fill the gap for ESL learners whose English skills are not advanced enough for the existing ESL programs offered at AHML, but will prepare them to transition into those programs. Existing ESL services include a computer lab with various language-learning software available six days per week, the Read to Learn Adult Literacy/Volunteer tutoring program offered Tuesday mornings and Wednesday evenings, and ESL Book Discussion groups. This agency collaboration will continue to eliminate a barrier to participation in ESL services, as well as general library services, faced by the target population. Lower level English language learners can be referred to the ESL classes offered at the Forest View Education Center. The CDBG funding covers 49% of the program costs from October through June 4, and the D214 CE covers 51% of the costs during that period. When CDBG funds have been exhausted for the fiscal year, D214 CE covers 100% of the costs from May through September.

2. Previous CDBG Funding

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

Year	Amount	Purpose and (if applicable) Address
2019-20	\$1,500	ESL Class at Arlington Heights Memorial Library, 500 N. Dunton Avenue, Arlington Heights, IL 60004-5910
2018-19	\$1,500	ESL Class at Arlington Heights Memorial Library
2017-18	\$1,500	ESL Class at Arlington Heights Memorial Library
2016-17	\$1,500	ESL Class at Arlington Heights Memorial Library
2015-16	\$1,500	ESL Class at Arlington Heights Memorial Library
2014-15	\$1,500	ESL Class at Arlington Heights Memorial Library
2013-14	\$1,500	ESL Class at Arlington Heights Memorial Library
2012-13	\$1,165	ESL Class at Arlington Heights Memorial Library
2011-12	\$1,220	ESL Class at Arlington Heights Memorial Library
2010-11	\$1,500	ESL Class at Arlington Heights Memorial Library
2009-10	2,000	ESL Class at Arlington Heights Memorial Library

**3. Will any funds be used for research and development?
(Yes or No)**

If yes, please specify how funds will be used.

No.

B. Service Area

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

District 214 serves Arlington Heights, Buffalo Grove, Elk Grove Village, Mt. Prospect, Prospect Heights, Rolling Meadows, Schaumburg and Wheeling

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

Yes.

3. Describe any additional criteria for your program.

1. Participants must be age 17 or older and not currently enrolled in high school;
2. Priority will be given to those who are assessed at a Scale Score of 191 to 220 as measured by the CASAS standardized test, identified as high beginning to low intermediate ESL, according to the National Reporting Service Educational Functioning Levels for ESL/ELL for WIOA Title II adult learners. Students are also given an oral assessment to assist with appropriate placement in the class.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

The Community Education Program, based at Forest View Educational Center in Arlington Heights, includes Adult Education & Family Literacy, Continuing Education, Cultural and Performing Arts, CE Travel, and Intergenerational and Older Adult programs.

The Adult Education & Family Literacy Program offers English as a Second Language, Citizenship, English and Spanish high school equivalency course, Adult Basic Education (Reading 101, College & Career Ready), Family Literacy, the Catherine M. Lee Women's & Children's Center, Read to Learn Literacy/Volunteer Program, and a birth-to-3 Prevention Initiative Program.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No.

C. Program Client Statistics

1. **State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):**

The funding pays for English as a Second Language classes for adults at the Arlington Heights Memorial Library. 49% of 31 three-hour classes and a small amount of supplies will be paid for directly with CDBG funds. The 51% balance of the classes, 100% of an additional 17 classes, and costs for registration, assessment, and management of the program will be paid for by the Adult Education & Family Literacy Program's funds from other sources.

2. **Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):**

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	60	40	40
October 1, 2019 – present	34	17	17
October 1, 2018 – September 30, 2019	46	31	31

# <u>2018 Income Limits</u>	<u>Household Size</u>							
#	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
# Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. **How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?**

The funds allow classes to be offered throughout the year at the Arlington Heights Library, and leverages the agency's state funds to provide classes for more residents.

4. **If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?**

We hope to at least maintain the current level of service, but our goal is always to increase the number of residents served with these funds by recruiting through the library.

5. **Would this program exist without CDBG funding? Would this program exist without CDBG funding?**

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

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

- a. Full-time 0
b. Part-time 1
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: Karen L Oswald, Adult Education & Family Literacy Supervisor

Phone Number: 847-718-7719

Email Address: Karen.oswald@d214.org

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

Two years.

E. Fees and Funding Sources

1. Describe any client fees collected*:

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

No client fees are collected.

2. Describe how client fees are used:

N/A

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds Illinois Community College Board, Adult Education Funds	\$3259.36	\$2151.18
State/Local Funds	\$	\$
Private Funds	\$	\$
Program Income (client fees)	\$	\$
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$1,581,000	\$4759	\$1,500
Program Year 2019	\$1,327,740	\$4522	\$1,500
Program Year 2018	\$1,212,400	\$4577	\$1,500

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$1,496
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$ 4
Please specify:	
Total CDBG Request	\$1,500

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives. *(The selection should reflect the purpose of your agency'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 agency's proposed outcomes. *(The selection should reflect the result your agency 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 agency (may be attached):

The District 214 Education Foundation's mission is to support student success, innovation and lifelong learning across District 214. Gifts to the Foundation have the potential to benefit six comprehensive schools and four alternative programs across eight communities, as well as integral community programming – including adult and family literacy programs and the Catherine M. Lee Women's and Children's Program – that empowers generations.

2. The following documents **must be included** with your application:

All Applications:

- Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization
- ☒ Annual Report Form
- ☒ AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Sexual Assault Intervention Program**

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

CDBG Funding Request:

\$3,500

Applicant Contact Information

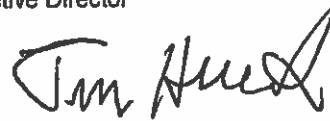
Organization Name: Northwest Center against Sexual Assault

DUNS (Dun and Bradstreet) Number: 933788663
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Jim Huenink Executive Director

Signature:

Jim Huenink



(electronic signature is acceptable)

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.

Mailing Address 1: 415 West Golf Road
Mailing Address 2: Suite 47
City, State, Zip: Arlington Heights, IL. 60005
Telephone Number: 847-806-6526
Fax Number: 847-806-6531
Email Address: office@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 program 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 CASA requests funds to support our Sexual Assault Intervention Program which provides specialized counseling, crisis intervention and advocacy services for Arlington Heights residents who are victims of sexual abuse and sexual assault. Northwest CASA provides Individual, Family and Group counseling to victims of sexual assault/abuse. Services are provided in English and Spanish. Counseling is provided by specially trained master's level therapists who have expertise in working with sexual assault victims of all ages. There is no charge for counseling service.

Crisis intervention is provided 24/7 through our hotline that is operated by volunteers and staff. All hotline volunteers receive 40 hours of sexual assault training prior to responding to a hotline call. All volunteers are supervised by our Volunteer Coordinator who has training and experience in crisis intervention and advocacy. All volunteers receive quarterly in-service training. Currently Northwest CASA has 35 hotline volunteers, 1 undergraduate intern and 3 graduate school interns. There is no charge for crisis intervention service.

Advocacy services include 24/7 emergency room response to 8 area hospitals (including Evanston, Northwest Community Hospital, Alexian Bros, St. Alexis, Lutheran General, St. Francis, Skokie and Glenbrook) and 24/7 criminal justice advocacy in behalf of victims who are at the police station or whose cases are being adjudicated in court. Advocacy services are provided by trained staff and volunteers. Advocacy services are provided in English and Spanish. There is no charge for medical or criminal justice advocacy services.

2. Previous CDBG Funding

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

Northwest CASA receives CDBG funds from the village of Mt. Prospect and the city of Arlington Heights.

3. Will any funds be used for research and development? (Yes or No)

If yes, please specify how funds will be used.
No.

B. Service Area

- 1. Describe your agency's service area, listing any municipalities served.**
Northwest CASA's serves north/northwest suburban Cook County victims of sexual violence at its Arlington Heights and Evanston offices. Northwest CASA has the CARE Center in McHenry, IL. that serves victims of sexual violence in McHenry County. With respect to services in Cook County, Northwest CASA provides comprehensive sexual assault services to victims of sexual violence who live in the 30 communities of north and northwest suburban Cook County including Arlington Heights, Barrington, Bartlett, Buffalo Grove, Des Plaines, Elk Grove, 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, Winnetka.
- 2. Does this program serve residents of the Village of Arlington Heights?**
Yes. This program serves all residents of Arlington Heights who are victims of sexual violence. We also serve their significant others who have been affected by the sexual victimization.
- 3. Describe any additional criteria for your program.**
Northwest CASA provides services to victims of sexual violence, of all ages, and to their significant others who have been impacted by sexual violence.
- 4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?**
Northwest CASA's main office is located in Arlington Heights. Comprehensive sexual assault services are provided from this office including, individual, group and family counseling, 24/7 crisis intervention, 24/7 medical advocacy, 24/7 court advocacy, prevention education and professional training. In some cases, Northwest CASA will provide services off site, for example, at the emergency room of a hospital or, in a child's school when confidential space is available and the child is unable to obtain transportation to our office. Northwest CASA also provides Sexual Abuse Prevention Education services in the high schools in Arlington Heights.
- 5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?**
The Children's Advocacy Center serves children who have been physically and sexually abused. Their services focus on providing forensic interview services for victims of sexual abuse but they also provide advocacy and counseling services. Because Northwest CASA provides specialized counseling for children who have been sexually abused, we receive referrals from the Children's Advocacy Center.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Sexual assault intervention services which includes individual, family and group counseling; 24/7 crisis intervention through our 24/7 hotline; 24/7 medical advocacy at 8 area hospitals; criminal justice advocacy at 29 police departments and at two courthouses (Rolling Meadows and Skokie).
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	925	55	45
October 1, 2019 – present	495	28	20
October 1, 2018 – September 30, 2019	891	42	37

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$47,400	54,200	60,950	67,700	73,150	78,550	83,950	89,400

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?
To support the salary and benefits of counseling and advocacy staff who provide services in the sexual assault intervention program.
4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?
Currently Northwest CASA receives \$2500 in CDBG funds from Arlington Heights. If Arlington Heights awards Northwest CASA a \$3,500 grant, then it would enable us to serve more survivors.
5. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

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

- | | |
|---------------|----|
| a. Full-time | 11 |
| b. Part-time | 5 |
| c. Volunteers | 28 |

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: Jim Huenink Executive Director

Phone Number: 847-806-6526 x14

Email Address: jhuenink@nwcasa.org

3. How long has the staff member identified above been with the agency?
12 years

E. Fees and Funding Sources

1. Describe any client fees collected*:

Northwest CASA does not charge a fee for any of its services.

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

2. Describe how client fees are used:

N/A

3. List all other funding sources expected to be received for this specific program during the October 1, 2019 – September 30, 2020 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$ 0
HOME Funds	\$ 0	\$ 0
ESG Funds	\$ 0	\$ 0
HOPWA Funds	\$ 0	\$ 0
Appalachian Regional Commission	\$ 0	\$ 0
Other Federal Funds	\$707348	\$ 44500
State/Local Funds	\$ 225008	\$ 2,000
Private Funds	\$ 31038	\$ 7485
Program Income (client fees)	\$ 0	\$ 0
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 1,289,258	\$ 963,394	\$ 56,985
Program Year 2019	\$ 1,138,685	\$ 860,430	\$45,000
Program Year 2018	\$ 1,079,494	\$ 669,147	\$ 42,750

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
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 3,500

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency:

Sexual assault destroys people's lives. Northwest Center Against Sexual Assault (Northwest CASA) is committed to ending sexual violence, promoting individual responsibility, and empowering victims/survivors. Northwest CASA accomplishes this mission by:

1. Providing crisis intervention and counseling services to victims/survivors and significant others;
2. Advocating for victims/survivors in the medical and criminal justice systems;
3. Promoting social change through education and prevention programs; and
4. Reaching out to victims/survivors in underserved groups in our community.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Services for Victims of Child Abuse

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

CDBG Funding Request:

\$3,500

Applicant Contact Information

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

DUNS (Dun and Bradstreet) Number: 60-453-6383
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Mark Parr, Executive Director

Signature:


(electronic signature is acceptable)

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.

Mailing Address 1: 640 Illinois Boulevard

Mailing Address 2:

City, State, Zip: Hoffman Estates, IL 60169

Telephone Number: (847) 885-0100

Fax Number: (847) 885-0187

Email Address: info@cachelps.org

Organization website: www.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 program 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 Children's Advocacy Center of North and Northwest Cook County (CAC) provides a comprehensive and coordinated response to reports of suspected child sexual abuse, severe physical abuse, and other crimes against children. The CAC helped develop the Cook County Protocol for the investigation of Child and Adolescent Sexual Abuse Reports and has interagency agreements with local police departments, the Office of the Cook County State's Attorney, and the Illinois Department of Children and Family Services in order to promote a timely and child sensitive response to these reports.

The CAC serves children ages 3 through 17 who are suspected victims of abuse, and their non-offending parents and family members. Services provided include coordination of the professionals involved in the multidisciplinary investigation of child abuse, expert child interviews, court preparation and advocacy with the criminal justice system, crisis intervention and on-going support for the child survivor of abuse and her/his family, trauma-informed individual and family therapy, support groups for survivors of abuse and parents or caregivers, and linkages to medical evaluations and other follow-up services. All services are provided free of charge and are offered in English or in Spanish. CDBG funds will support services provided for residents of Arlington Heights through the CAC's Coordination, Advocacy and Sensitive Interviewing Program (CASI) and the Family Support Services Program (FSS). CASI Program services are available 24 hours a day, every day of the year, in order to respond to emergencies involving the safety of child victims of abuse. While the average case remains active and open for eight months, each child and family situation is unique. In cases where a criminal prosecution occurs, the CAC may remain involved for more than two years.

The goals of the CASI and FSS programs are to keep children and families safe from any further abuse or maltreatment and to assist survivors of abuse, and their families, in healing from the trauma they have experienced. During the agency's most recent fiscal year, the CAC experienced an increase of 17.9% in the total number of clients served by the agency.

2. Previous CDBG Funding

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

Yes, the CAC received CDBG funds from Arlington Heights, Palatine, Mount Prospect, Schaumburg, Skokie and Cook County for public service projects, specifically services for child victims of abuse, and their families. In addition, the CAC received funds in 2017-2018 from Arlington Heights, Palatine, Schaumburg, Mount Prospect, Hoffman Estates and Cook County Government for the renovation of the CAC main facility at 640 Illinois Boulevard in Hoffman Estates.

3. Will any funds be used for research and development?
(Yes or No)
If yes, please specify how funds will be used.

No.

B. Service Area

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

The Children's Advocacy Center serves the north and northwest suburbs of Cook County (Municipal Court Districts Two and Three), including the communities of Arlington Heights, Barrington, Barrington Hills, Bartlett, Buffalo Grove, Des Plaines, Elgin, Elk Grove Village, Evanston, Glencoe, Glenview, Golf, Hanover Park, Harwood Heights, Hoffman Estates, Inverness, Kenilworth, Lincolnwood, Morton Grove, Mount Prospect, Niles, Norridge, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Roselle, Rosemont, Schaumburg, Schiller Park, Skokie, South Barrington, Streamwood, Wheeling, Wilmette and Winnetka.

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

Yes.

3. Describe any additional criteria for your program.

The CAC serves children, ages 3-17, who are suspected victims of, or witnesses to, sexual abuse, severe physical abuse, domestic violence, or other crimes, and their non-offending family members.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

None.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

There are no other agencies in the area that provide the services offered for child victims of abuse through the Coordination, Advocacy and Sensitive Interviewing Program. Following the completion of the child abuse investigation, the agency's Family Support Services Program offers specialized, trauma-informed therapy services for child survivors and their non-offending family members. The CAC also links children and families with counseling services offered by private mental health professionals and a number of community agencies, including Northwest Center Against Sexual Assault.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

The Children's Advocacy Center provides direct services for child victims of abuse, and their families, through the Coordination, Advocacy and Sensitive Interviewing Program (CASI) and the Family Support Services Program (FSS). Services include child forensic interviews, crisis intervention (both in-person and by telephone), court preparation and advocacy, individual and family therapy, support and therapy groups for children and non-offending parents or caregivers, and case management services.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	1,120	65	65
October 1, 2019 – present	761	46	46
October 1, 2018 – September 30, 2019	1,067	57	57

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

CDBG funds will help the Children's Advocacy Center meet its goals for residents of Arlington Heights by supporting immediate and on-going services for child victims of abuse and their non-offending family members. The CAC responds to the immediate crisis of the child's disclosure of abuse by coordinating the investigation, providing expert child interviews, offering crisis intervention, linking the family with resources for medical evaluations and other needed services, and assisting the family in developing a plan for the safety of the child. After the completion of the investigation, the CAC offers trauma-informed therapy services to help the child and her/his family heal from their abuse experience and provides advocacy with the criminal justice system while the matter is being prosecuted. Families may continue to receive services from the CAC for as long as necessary, and all services are provided for children and families free of charge due to the support received through the CDBG program and other funding sources.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

If the CAC receives CDBG funding, the agency may provide CASI Program services for 2 additional clients or provide 30 more hours of counseling services for child survivors of abuse, and their families, through the Family Support Services 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 agency for this program:

- | | |
|---------------|----|
| a. Full-time | 12 |
| b. Part-time | 0 |
| c. Volunteers | 1 |

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: Mark Parr, Executive Director

Phone Number: (847) 885-0100

Email Address: mparr@cachelps.org

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

Twenty-one (21) years.

E. Fees and Funding Sources

1. Describe any client fees collected*:

None, all services are provided free of charge.

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

2. Describe how client fees are used:

n/a.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 621,427	\$ 37,534
Private Funds	\$ 125,000	\$ 7,550
Program Income (client fees)	\$	\$
Other Funding	\$ 23,370	\$ 1,412
Please specify: United Way		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 1,737,506	\$ 884,326	\$ 51,291
Program Year 2019	\$ 1,549,890	\$ 858,569	\$ 51,858
Program Year 2018	\$ 1,447,433	\$ 781,189	\$ 41,715

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
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 3,500

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (may be attached):

Serving as the leading resource to empower and heal children who have experienced abuse, support their families, and prevent violence against children.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service:

Project Location: Emergency Homeless Shelter

CDBG Funding Request:

\$10,000

Applicant Contact Information

Organization Name: WINGS Program, Inc. (WINGS)

DUNS (Dun and Bradstreet) Number: 009294406
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Luticia Fiorito, Government Relations Manager

Signature:

Luticia Fiorito

Digitally signed by Luticia Fiorito
DN: cn=Luticia Fiorito, o=WINGS,
email=lfiorito@wingsprogram.com, c=US
Date: 2020.04.14 14:14:15 -05'00'

(electronic signature is acceptable)

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.

Mailing Address 1: P.O. Box 95615

Mailing Address 2:

City, State, Zip: Palatine, IL 60095

Telephone Number: 847.519.7820 X232

Fax Number: 847.519.7821

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 program 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 requesting funds to support WINGS emergency shelter (Safe House). The Safe House's purpose is to provide temporary emergency shelter for adults (male and female) and their children. WINGS does not discriminate regardless of age, gender, race, ethnicity, LGBTQ+, disability, limited- non-English speaking or immigration status. Clients can stay in the emergency shelter up to 90 days. They receive one-on-one case management with WINGS' Family and Child Advocates. They receive supportive services that include, but are not limited to, food, shelter, safety planning, housing assistance, legal advocacy, career services, educational assistance, etc. The goals are client driven through a trauma informed lens; however, goals include achieving permanent housing and a violence free life when leaving the shelter.

2. Previous CDBG Funding

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

Yes. WINGS receives CDBG funding from the Villages of Palatine, Schaumburg, Arlington Heights, Mount Prospect, the city of Des Plaines and Cook County.

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

(Yes or No)

If yes, please specify how funds will be used.

No.

B. Service Area

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

WINGS emergency shelter is the only shelter of its kind in the North/Northwest suburbs and was established in 2005. WINGS collaborates with several municipalities such as the Villages of Palatine, Schaumburg, Mount Prospect, the city of Des Plaines and Cook County.

WINGS clients primarily come from the North and Northwest suburbs; however, WINGS does not discriminate their origin of the location they are fleeing domestic violence.

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

Yes. WINGS provides services from each program to the residents of the Village of Arlington Heights.

3. Describe any additional criteria for your program.

The primary criteria are that the adults (male and female) and their children are homeless due to domestic violence. WINGS does not discriminate against an individual regardless of age, gender, race, ethnicity, disability, LGBTQ+, income level, or limited- non-English speaking.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

WINGS staff office out of the Northwest Community Hospital. WINGS also operates a resale store in Arlington Heights.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No. WINGS is the only provider in the area that provides a continuum of housing from emergency shelter (where a resident can reside up to 90 days), transitional housing (where a client can reside up to 2 years) and permanent supportive housing (where a client can reside on-going). Because of this diverse housing WINGS is able to accommodate clients who are employed, unemployed or underemployed, male survivors of domestic violence and male children over the age of 12.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

This request is primarily for the emergency shelter through WINGS' Safe House. However, all clients who enter WINGS' Safe House receive food, clothing, safety planning, housing assistance, one-on-one case management, group/individual/family therapeutic counseling, financial education, career services, legal advocacy, advocacy for their children when applicable.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	1000	20	8
October 1, 2019 – present	465	13	3
October 1, 2018 – September 30, 2019	1043	18	5

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

Shelter will be available to adults (male and female) and their children through WINGS Safe House (emergency shelter) and WINGS transitional housing.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

One night of emergency shelter costs \$92 and one hour of counseling costs \$32 an hour while one night of transitional housing costs \$35. Transitional housing is available to clients as they exit emergency shelter.

5. Would this program exist without CDBG funding?

(Select one)

- ☒ Yes
☐ No

D. Staff for Funded Program

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

- a. Full-time 68
- b. Part-time 21
- c. Volunteers 3,771

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

Email Address: 847.519.7821

3. How long has the staff member identified above been with the agency?
8 months

E. Fees and Funding Sources

1. Describe any client fees collected*:

This program does not collect any fees from clients.

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

2. Describe how client fees are used:

Not Applicable.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$ 71,135	\$ 1,500
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$ 575,926	\$ 15,675
State/Local Funds	\$ 1,219,745	\$ 30,394
Private Funds	\$ 2,255,947	\$ 38,495
Program Income (client fees)	\$	\$
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 8,170,969	\$ 961,766	\$ 10,000
Program Year 2019	\$ 7,458,123	\$ 931,074	\$ 6,000
Program Year 2018	\$ 6,931,328	\$ 1,034,843	\$ 6,000

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$ 10,000
Please specify: For direct services (shelter, food, counseling, etc.) for Arlington Heights residents WINGS Safe House. (emergency shelter)	
Total CDBG Request	\$ 10,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (may be attached):**
WINGS Program Inc. Mission is to provide housing, integrated services, education and advocacy to end domestic violence.
2. The following documents **must be included** with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.
Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Affordable housing options and support services

Project Location: Village of Arlington Heights

CDBG Funding Request:

\$5,000

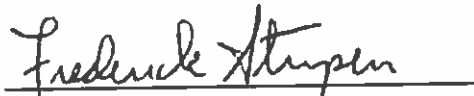
Applicant Contact Information

Organization Name: Resources for Community Living

DUNS (Dun and Bradstreet) Number: 884297607
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Frederick Stupen, Executive Director

Signature:



(electronic signature is acceptable)

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.

Mailing Address 1: 4300 Lincoln Ave.

Mailing Address 2: Suite K

City, State, Zip: Rolling Meadows, IL 60008

Telephone Number: 847-701-1554

Fax Number: 847-701-1560

Email Address: info@rescoliv.org

Organization website: www.rescoliv.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 program 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.

Resources for Community Living (RCL) offers affordable housing and individualized support services for adults with developmental and/or physical disabilities living in North/Northwest suburban Cook County. The primary goal of these services is to assist persons with disabilities to live in their own homes and apartments, rather than in group homes and institutional settings. Participants with developmental disabilities also receive individualized support services according to goals identified by the participant. These services are provided by trained staff members and may include money management, cooking, using public transportation, safety, vocational, community involvement and other skills necessary for living on one's own. Monthly social activities, social group training, and rent subsidies are also available.

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 Mount Prospect and Schaumburg in the past.

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

(Yes or No)

If yes, please specify how funds will be used.

No

B. Service Area

1. **Describe your agency's service area, listing any municipalities served.**
North/Northwest Suburban Cook County, Mt. Prospect, Niles, Hanover Park, Buffalo Grove, Lake Zurich, Rolling Meadows, Park Ridge, Palatine, Hoffman Estates, Schaumburg, Inverness, Norridge, Skokie and Evanston
2. **Does this program serve residents of the Village of Arlington Heights?**
Yes
3. **Describe any additional criteria for your program.**
Services from RCL are available to all residents of the Village of Arlington Heights with the following eligibility criteria: at least 18 years of age, have a primary diagnosis of developmental disability, able to self-medicate, have sufficient income for rent and other expenses.
4. **What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?**
No facilities are operated by RCL in Arlington Heights. Our agency is providing housing, vocational, life skills and supportive services to the disabled clients in Arlington Heights.
5. **Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?**
RCL is a unique developmental services provider. Unlike similar providers, RCL does not own property or utilize group home settings for placement. RCL promotes choice and the complete independence of all participants with disabilities, strongly supporting the greater community access and inclusion involvement. No other organization is offering a matched savings program and providing financial coaching services.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Services provided to client's augment those provided by the Village. These may include referrals, assessments, rent subsidies, family and home provider support, employment assistance, monitoring, community education, vocational training. (see also Mission/Services attachment #1). This program year we are offering financial coaching, literacy and help in accessing ABL accounts.
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	182	10	5
October 1, 2019 – present	92	5	5
October 1, 2018 – September 30, 2019	180	5	5

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?
CDBG funds would be used to supplement the salary of support personnel.
4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?
We could serve more residents.
5. Would this program exist without CDBG funding?
(Select one)
☐ Yes
☒ No

D. Staff for Funded Program

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

- a. Full-time 1
- b. Part-time 2
- c. Volunteers 30-40

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: Frederick Stupen

Phone Number: 847-701-1555

Email Address: fstupen@rescoliv.org

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

6 years

E. Fees and Funding Sources

1. Describe any client fees collected*:

No

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

2. Describe how client fees are used:

N/A

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 56,926	\$ 5000
Private Funds	\$ 25,000	\$
Program Income (client fees)	\$	\$
Other Funding	\$ 221,390	\$
Please specify: Annual Gala – \$70,000; Building rents - \$65,140; Donations - \$50,000, Special events \$20,000, grants \$25,000, FPP 8,750		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 303,316	\$ 303,316	\$5,000
Program Year 2019	\$ 323,260	\$ 323,260	\$ 5,000
Program Year 2018	\$ 243,809	\$ 243,809	\$ 4,730

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 38,272
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 5,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):**

To offer adults with developmental and/or physical disabilities opportunities to achieve greater self-esteem, dignity and participation in all aspects of community life through affordable housing options, individualized skill instruction and necessary support services.

2. The following documents **must be included** with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ Other (please describe) Mission/Services attachment #1

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Escorted Transportation Service Northwest (ETS/NW)

Project Location: Northwest Suburbs—concentrated in Arlington Heights

CDBG Funding Request: \$3,750

Applicant Contact Information

Organization Name: Escorted Transportation Service Northwest

DUNS (Dun and Bradstreet) Number: 80-681-4997

(A DUNS Number is required to receive federal funding)

Contact Name, Title: Anne Wall, Associate Executive Director

Signature: Anne Wall

(electronic signature is acceptable)

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.

Mailing Address 1: 1801 W. Central Rd.

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: (847) 222-9331

Fax Number: (847) 890-6243

Email Address: annewall@etsnw.org

Organization website: etsnw.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 program 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 over 13 years, ETS/NW has been dedicated to giving the frail elderly residents in Arlington Heights access to necessary health care by providing one-on-one transportation to and from their crucial medical and dental appointments. This is our only program. While anyone 60 years old or older can apply for our service, our average passenger is 85, is 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.

Our drivers are trained volunteers who pick their passengers up at their home, stay with them during their appointment, and return them home. If needed, they can also stop at a pharmacy on the way home. As many passengers have hearing, vision and/or memory loss, they rely on our drivers to help them navigate the medical facilities to their doctor's office.

Between Oct. 1, 2018 and Sept. 30, 2019, our drivers gave 141 Arlington Heights residents a total of 1,710 one-way rides. They also made 947 trips into Arlington Heights with clients from the other 13 municipalities we serve.

Our passengers tell us all the time how important our service is to them:

"Seniors have many changes and many stresses in our lives. I do not want to change doctors. Your services allow me to continue seeing the doctors I have seen for many years. . . Thank you for making tests and doctor's visits less stressful."

"Having a limited support system, I now feel relieved and grateful to have the service of ETS. "

As mentioned, the average age of our passengers is 85. This is an expanding population that is often marginalized. They are also on low, fixed incomes and struggle to pay their bills. Based on the Census growth projections for this age group and our own experience, we project that compared to 2019, we will have a 7%+ increase in the number of Arlington Heights older adults we provide rides to in 2020. We anticipate that demand may go even higher after COVID-19 restrictions have been lifted. Our goal is to be true to our mission and expand our capacity so we can meet the growing need for our services. We are always working diligently to expand our volunteer base and our funding so we can accommodate all those seeking rides.

In 2019, ETS/NW obtained two restricted capacity-building grants to cover the cost of working with an outside consultant in Fund Development and Diversification. The goal of the project is to diversify our fundraising, including increasing our individual donor contributions. The Board and Staff are receiving coaching to identify, cultivate, solicit and steward individual donors.

2. **Previous CDBG Funding**

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

Yes. Just Arlington Heights

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

(Yes or No)

No

If yes, please specify how funds will be used.

B. Service Area

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

We serve **14 municipalities**: Arlington Heights, Barrington, Buffalo Grove, Des Plaines, Elk Grove Village, Hoffman Estates, Inverness, Mount Prospect, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Schaumburg, and Wheeling.

Our service area includes **4 Townships**: Wheeling, Elk Grove, Palatine and Schaumburg and **5 major medical centers**: Northwest Community, AMITA St. Alexius, AMITA Alexian Brothers, Advocate Lutheran General and NorthShore Glenbrook (marked on the map below).



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

Yes

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 an application. A \$6 per one-way ride donation is requested of our clients. However, those who are unable to make all or part of the donation are never turned away. Therefore, our program is available to all qualified Arlington Heights residents, regardless of income.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

ETS/NW's office is located in Arlington Heights in the Senior Center. 40% of our riders are Arlington Heights residents. In addition, we bring frail elderly residents from the 13 other municipalities in our service area to doctors, dentists and medical facilities in Arlington Heights, including Northwest Community Hospital and NCH Healthcare facilities.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

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

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

Transportation of the frail elderly to and from their medical and dental appointments.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	377	151	151
October 1, 2019 – present	245 persons/ 1,920 rides	103 residents/ 711 rides	103 residents/ 711 rides
October 1, 2018 – September 30, 2019	336 persons/ 4,309 rides	141 residents/ 1,710 rides	141 residents/ 1,710 rides

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified 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 \$6 donation for each one-way ride. This is an amount that is affordable to our fixed income passengers. The total value of the 1,710 rides we gave 141 Arlington Heights residents in 2018-2019 (Oct. 1, 2018-Sept. 30, 2019) is \$44,500. Of that, our passenger donations only covered \$10,260, which is less than 25% of the actual cost per ride. CDBG funds will go toward closing this \$34,240 gap.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

ETS/NW is continuously working to expand our capacity to serve more passengers. We have succeeded in adding more volunteer drivers in 2019 relative to 2018, giving us the ability to add more passengers to our service. Funds from CDBG will be put toward serving our current passengers and expanding the number we serve.

5. Would this program exist without CDBG funding?

(Select one)

☒ Yes

☐ No

D. Staff for Funded Program

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

- a. Full-time 1
- b. Part-time 2
- c. Volunteers 142: 70 Active Drivers monthly out of 125 total drivers, 8 Board Members, 2 Active Emeritus Board Members, 2 Office and Administrative, 3 Community Outreach, 2 Pro Bono

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: Dallas Tomlin, Executive Director

Phone Number: (847) 222-9331

Email Address: dallast@etsnw.org

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

4 years

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 \$6 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 are able to, but no one is turned away due to an inability to donate all or part of the \$6.

The following quote from one of our passengers summarizes the impact a fixed income has on seniors:

"Due to my financial issues I am unable to pay the donations for my rides. I will try to send something when I am able to. I really appreciate the ride service that is offered to seniors in our area. I don't know what I would do without this service."

2. Describe how client fees are used:

As mentioned above, we do not charge our passengers any fees, but instead ask for a \$6 donation per one-way ride. All of their donations go directly to covering the actual \$26.04 cost of a one-way ride.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
HOME Funds	\$0	\$0
ESG Funds	\$0	\$0
HOPWA Funds	\$0	\$0
Appalachian Regional Commission	\$0	\$0
Other Federal Funds	\$0	\$0
State/Local Funds	\$26,250	\$10,500
Private Funds	\$27,200	\$10,880
Program Income (client fees)	\$27,000	\$10,800
Other Funding	\$45,825	\$18,330
Please specify: Annual Appeal, Churches, Businesses, Donations (not from Annual Appeal), Community Organizations, Fundraising		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$134,000	\$134,000	\$3,750
Program Year 2019	\$152,000* <i>* In 2019, we received one-time only restricted funding of \$33,000 for capacity building</i>	\$152,000*	\$3,500
Program Year 2018	\$116,200	\$116,200	\$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*	\$3,750
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$3,750

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (may be attached):**

We exist to serve seniors, living within the northwest suburban Cook County area, who require escorted transportation services to attend medical appointments, which allow them to age in place in their community with dignity.

2. The following documents **must be included** with your application:

All Applications:

☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)

X Proposed agency budget for the next fiscal year, including proposed funding sources*

X Current agency budget, including proposed funding sources*

X Most recent audit (one hard copy only)*

X Proof of non-profit determination

X Organizational chart

Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Access to Care

Project Location: Village of Arlington Heights

CDBG Funding Request:

\$4445

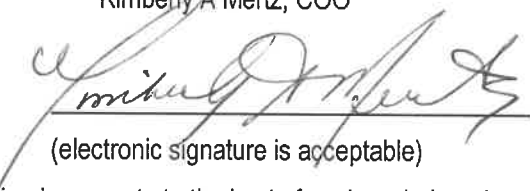
Applicant Contact Information

Organization Name: Suburban Primary Health Care Council

DUNS (Dun and Bradstreet) Number: 195775390
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Kimberly A Mertz, COO

Signature:



(electronic signature is acceptable)

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.

Mailing Address 1: 2225 Enterprise Drive

Mailing Address 2: Suite #2507

City, State, Zip: Westchester, IL 60154

Telephone Number: 708.531.0680

Fax Number: 708.531.0686

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 program 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 of Access to Care may have an unlimited number of physician office visits to their Access to Care primary care provider, routine lab tests and x-rays for \$5 co-payments per visit. Members pay a \$15-\$40 co-payment for prescription medications. Behavioral Health Services are also part of the Access to Care program and an extension of Primary health care. Up to eight counseling sessions are available through a Clinical Psychologist for a \$5 co-payment per session. Additional sessions are available on a sliding scale fee. Access to Care has added an Opioid Risk Management program. Real time analysis is done at the point of sale where the dosage or duration of therapy may be excessive. Addiction/Substance abuse medications were also added to program coverage to help prevent withdrawal symptoms caused by stopping opioid drug usage. This included the addition of NARCAN. Access to Care pharmacy benefits had been exclusively available at Walgreens for 30 years. In 2019 changes were made so that Access to Care patients are able to fill their prescription at all major chains and the majority of local and independent pharmacies. In addition; Flu and Pneumonia vaccines were added to the list of covered medications and made available at a zero co-payment.

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 the 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 or No)

If yes, please specify how funds will be used.

no

B. Service Area

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

Access to Care serves residents in ALL municipalities of suburban Cook County and the NW side of Chicago

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

yes

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 does your agency operate in Arlington Heights or for Arlington Heights residents?

Physicians, radiology/laboratory services and participating pharmacies are located throughout the suburban Cook County suburbs. Three primary care physicians are located within the Village of Arlington Heights. Quest Diagnostics, ACL Laboratories and LabCorp are also located within the Village of Arlington Heights. Various CVS, Walgreens, Osco Drug, Target and other pharmacies participating in the ATC program are accessible throughout the Village of Arlington Heights.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

no

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Primary Health Care Services
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	5010	82	16
October 1, 2019 – present	5269	80	15
October 1, 2018 – September 30, 2019	5439	87	17

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

A grant of \$4445 would assist Access to Care in enrolling 16 residents of Arlington Heights into the Access to Care program for one year. They would be assigned to a primary care physician and would be allowed an unlimited number of \$5 physician office visits to their assigned primary care provider. Additionally, they can have an unlimited number of routine laboratory tests and x-rays for \$5 co-payments per specimen or x-ray. They can fill their prescriptions written by their Access to Care physician and most major pharmacies for \$15 per generic medication, \$30 for preferred brand name prescriptions and \$40 for non-preferred brand name prescriptions. Access to Care can also facilitate appointments for specialty care within Cook County Health and Hospital referral program.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

It may be used to maintain the current service level. This will be dependent on Cook County funding for 2020-2021

5. Would this program exist without CDBG funding?

(Select one)

☒ Yes

☐ No

D. Staff for Funded Program

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

- a. Full-time 10
- b. Part-time 2
- c. Volunteers 16 Board members and 12 Auxiliary Board members volunteer their time and the Council utilizes student interns for special projects.

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 agency? 30 yrs

E. Fees and Funding Sources

1. Describe any client fees collected*:

2. There is a \$20 enrollment fee per person for first time enrollees with a \$50 cap for a family. \$5 co-payments are given to physicians/clinical psychologists per office visit/consult and \$5 co-payments are submitted to contracted x-ray and laboratory sites per test/specimen collected. Prescription medications have a \$15, \$30, or \$40 co-payment for a 30-day supply.

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

3. Describe how client fees are used:

4. Fees are used to help fund additional people in the Access to Care program.

5. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 1620000	\$ 24300
Private Funds	\$ 760000	\$ 11400
Program Income (client fees)	\$ 15000	\$ 225
Other Funding	\$ 735000	\$ 11025
Please specify: Individual donations, service contracts, investment results & reserves		

6. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 3130000	\$ 3130000	\$ 4445
Program Year 2019	\$ 3030000	\$ 3030000	\$ 4337
Program Year 2018	\$ 3240000	\$ 3240000	\$ 5079

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$ 4445
Please specify: CDBG funds would be used to cover direct provider service costs (Physicians, Clinical Psychologists, laboratory, radiology and pharmacy) for 15 residents of Arlington Heights.	
Total CDBG Request	\$ 4445

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (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 such access because of financial barriers.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Homeless Services

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

CDBG Funding Request:

\$5,000

Applicant Contact Information

Organization Name: JOURNEYS | The Road Home

DUNS (Dun and Bradstreet) Number: 03-610-0993
(A DUNS Number is required to receive federal funding)

Contact Name, Title: s.ploger@journeystheroadhome.org

Signature: _____

(electronic signature is acceptable)

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.

Mailing Address 1: 1140 E. Northwest Highway

Mailing Address 2:

City, State, Zip: Palatine, IL 60074

Telephone Number: 847-963-9163

Fax Number: 847-963-9120

Email Address: s.ploger@journeystheroadhome.org

Organization website: <http://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 program 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 Jerry O'Brien Homeless Day Center (The HOPE Center) operates Monday-Friday from 7:30 AM to 4:00 PM year round with the exception of major holidays. The purpose of the HOPE Center is to provide wrap-around social services to homeless and at-risk individuals residing within our service area which encompasses 37 villages in north and northwest Cook County. Our services are open to anyone who is homeless or at-risk of becoming homeless and who resides within our service area. Our goals are to help our clients find and keep permanent housing, obtain and keep employment, or obtain access to earned employment benefits. On the individual level, each client is assigned a case-manager who works with each client on client centered short and long term goals. Clients who are job ready work with the vocational counselor, clients presenting acute mental health needs work with a mental health counselor. Client progress, goals, case notes and services are tracked through the Homeless Management Information System (HMIS) database. As an agency we have a proactive, client centered philosophy. Through the HOPE Center clients have access to approximately 60 services including clothing, food pantry, housing counseling, vocational counseling, transportation, mental health counseling, financial assistance and more. In response to the needs of our clients we have expanded our vocational counseling program to also include on-site job fairs where clients can meet with representatives of job agencies at our HOPE Center. The HOPE Center works in partnership with JOURNEYS other service programs: our seasonal and summer PADS shelter program and an independent housing program.

2. Previous CDBG Funding

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

Arlington Heights, Mount Prospect, Palatine, Schaumburg

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

(Yes or No)

If yes, please specify how funds will be used.

No

B. Service Area

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

Our service area is north/northwest Cook County. We serve residents from 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, Mount Prospect, Niles, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Roselle, Rosemont, Schaumburg, South Barrington, Skokie, Wheeling, Wilmette and Winnetka.

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

Yes

3. Describe any additional criteria for your program.

Clients must reside within the service area limits

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

Seven of our seasonal PADS shelter sites are located in Arlington Heights, they are: First United Methodist Church, Christus Victor Lutheran Church, First Presbyterian Church, Our Lady of the Wayside, St. James Catholic Church, Congregational United Church of Christ and Our Saviour's Lutheran Church. From May through September Church of the Incarnation in Arlington Heights is one of five summer PADS site.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

JOURNEYS is unique in being the only provider in the area to offer year round shelter, a comprehensive day center program and a housing program all designed to provide a comprehensive continuum of care.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

We are seeking funding for our HOPE Center which provides wrap around social services including access to a food pantry, clothing closet, showers, counseling, vocational counseling, housing counseling, school advocacy, mental health and substance use counseling, assistance with obtaining earned benefits.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	800	85	45
October 1, 2019 – present	600	58	31
October 1, 2018 – September 30, 2019	784	92	46

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

CDBG funds will be used to provide comprehensive social services to homeless Arlington Heights residents. We will continue to educate the larger community through education, outreach programs, speaking engagements, trainings and volunteer recruitment.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

CDBG funding will allow us to continue to serve any Arlington Heights resident who needs assistance.

5. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

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

- a. Full-time 6
- b. Part-time 1
- 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: Suzanne Ploger, Development Director; Shaina Makani, Database Specialist

Phone Number: Suzanne: 847-963-9163 (ext 120); Shaina: 847-963-9163 (ext 122)

Email Address: s.ploger@journeystheroadhome.org s.makani@journeystheroadhome.org

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

Suzanne five years, Shaina seven years

E. Fees and Funding Sources

1. Describe any client fees collected*:

No fee is collected

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

2. Describe how client fees are used:

Not applicable

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$ 28,000	\$2,688
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 236,521	\$22,706
Private Funds	\$ 540,818	\$51,918
Program Income (client fees)	\$	\$
Other Funding	\$ 178,000	\$17,088
Please specify: Events		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 1,115,850	\$ 718,734	\$ 5,000
Program Year 2019	\$ 1,123,980	\$ 684,511	\$ 4,500
Program Year 2018	\$ 1,021,800	\$ 622,284	\$ 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*	\$ 5,000
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 5,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):

The mission of JOURNEYS | The Road Home is to individually assess and serve the homeless and near-homeless in 37 communities across north/northwest suburban Cook County, while broadening community awareness and involvement with the homeless.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service:

Project Location: Arlington Heights. IL

CDBG Funding Request:

\$ 30,000

Applicant Contact Information

Organization Name: Arlington Heights Park District

DUNS (Dun and Bradstreet) Number 068472794

(A DUNS Number is required to receive federal funding)

Contact Name, Title: Katie Waszak, CAP/Day Camp Supervisor

Signature:

Katie Waszak

(electronic signature is acceptable)

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.

Mailing Address 1: 410 N Arlington Heights Rd

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60004

Telephone Number: 847-506-7871

Fax Number: 847-506-2735

Email Address: kwaszak@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 program 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.

Previous CDBG Funding

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

Year	Amount	Purpose
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

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

(Yes or No)

If yes, please specify how funds will be used.

No

B. Service Area

- 1. Describe your agency'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?**

Yes

- 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 does your agency operate in Arlington Heights or for Arlington Heights residents?**

All locations of the CAP program are located within Arlington Heights

- 5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?**

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. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Childcare for school age children within Arlington Heights.
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	1200	1190	20
October 1, 2019 – present	1160	1150	15
October 1, 2018 – September 30, 2019	1189	1144	17

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?
The funds would help children and families in Arlington Heights with before and after school childcare.
4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?
The funding could serve around 20-30 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.
5. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

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

- a. Full-time 2
- b. Part-time 130
- 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: Katie Waszak, CAP Supervisor- for all daily operations &
 Connie Phillips, Registration Clerk- for submitting invoices/reporting
Phone Number: 847-506-7871 (Katie) & 847-506-7138 (Connie)
Email Address: kwaszak@ahpd.org , cphillips@ahpd.org

3. How long has the staff member identified above been with the agency?
6 years (Katie)

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.

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

2. Describe how client fees are used:

Client fees help support the direct cost of the program.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$	\$
Private Funds	\$	\$
Program Income (client fees)	\$ 2,228,660	\$ 2,228,660
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$1,481,089	\$ 1,160,920	\$ 0
Program Year 2019	\$1,749,867	\$1,397,520	\$0
Program Year 2018	\$1,444,614	\$1,117,410	\$0

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 795,200
Payroll for general administration of the CDBG grant**	\$ 111,756
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$ 89,146
Please specify:	
Total CDBG Request	\$ 30,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (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. The following documents must be included with your application:

All Applications:

- ☐ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☐ Proof of non-profit determination
- ☒ Organizational chart
- ☒ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Following documents must be included with your application:

All Applications:

Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL
(This is a two-page document. Please do not submit the federal form.)

- Not Applicable, we are not a charitable organization.

Proposed agency budget for the next fiscal year, including proposed funding sources*

<https://www.ahpd.org/about-ahpd/financial-reports/>

Current agency budget, including proposed funding sources

<https://www.ahpd.org/about-ahpd/financial-reports/>

Most recent audit (one hard copy only) *

https://www.ahpd.org/assets/1/6/19_CAFR_-_AHPD.pdf

Proof of non-profit determination

- Not Applicable

Organizational chart

- Attached

Other

- Current CAP budget summary report
- Attached

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service:

Project Location: Des Plaines, Illinois

CDBG Funding Request:

\$5,000

Applicant Contact Information

Organization Name: Life Span

DUNS (Dun and Bradstreet) Number: 057400087

(A DUNS Number is required to receive federal funding)

Contact Name, Title: Amy Fox, Deputy Executive Director

Signature:



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.

Mailing Address 1: 701 Lee Street

Mailing Address 2: Suite 700

City, State, Zip: Des Plaines, IL 60016

Telephone Number: 847-824-0382

Fax Number: 847-824-5311

Email Address: life-spsa@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 program 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 battered 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.

2. Previous CDBG Funding

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

Yes – Chicago, Schaumburg and Arlington Heights.

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

(Yes or No)

If yes, please specify how funds will be used.

No.

B. Service Area

- 1. Describe your agency'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.

- 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 does your agency operate in Arlington Heights or for Arlington Heights residents?**

Life Span does not have any physical facilities in Arlington Heights. We do, however, have offices in Des Plaines and at the Rolling Meadows Courthouse where we serve Arlington Heights residents.

- 5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?**

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. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

Direct counseling and legal services for victims of domestic violence and sexual assault, and their children.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	5375	225	55
October 1, 2019 – present (through 2/29/20)	3723	137	21
October 1, 2018 – September 30, 2019	5379	175	48

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

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

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

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

5. Would this program exist without CDBG funding?

(Select one)

- ☒ Yes
☐ No

D. Staff for Funded Program

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

- | | |
|---------------|----|
| a. Full-time | 39 |
| b. Part-time | 1 |
| 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: Amy Fox, Deputy Executive Director

Phone Number: 847-824-0382

Email Address: afox@life-span.org

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

22 years

E. Fees and Funding Sources

1. Describe any client fees collected*:

Life Span does not charge fees for any of our services.

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

2. Describe how client fees are used:

N/A

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$ 1,800,000	\$ 30,000
State/Local Funds	\$ 745,000	\$ 15,000
Private Funds	\$ 710,000	\$ 5,500
Program Income (client fees)	\$	\$
Other Funding	\$	\$
Please specify:		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☒ Yes

☐ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 3255000	\$ 2896940	\$50,500
Program Year 2019	\$ 3089447	\$ 2846518	\$ 50,368
Program Year 2018	\$ 3130879	\$ 2856034	\$ 58374

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 5000
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 5000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (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. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (*This is a two-page document. Please do not submit the federal form.*)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☐ Other (please describe)

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: North/Northwest Shelter Program

Project Location: 1717 Rand Rd., Des Plaines, IL 60016

CDBG Funding Request:

\$5000

Applicant Contact Information

Organization Name: Catholic Charities of the Archdiocese of Chicago

DUNS (Dun and Bradstreet) Number: 06-9958528
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Ken Keibler, Department Director

Signature:


(electronic signature is acceptable)

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.

Mailing Address 1: 1717 Rand Rd.

Mailing Address 2:

City, State, Zip: Des Plaines, IL 60016

Telephone Number: 847-376-2149

Fax Number: 847-390-8214

Email Address: kkeibler@catholiccharities.net

Organization website: www.catholiccharities.net

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 program 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.

Catholic Charities' North/Northwest Shelter Program serves homeless families with dependent children in the north and northwest suburbs of Cook County. The program funds seven units, which are scattered site. The families served are one or two parent households. The families must be homeless and contain at least one child under the age of 18. The average length of stay in the program is 9 months, with a maximum of one year.

Homeless families seeking assistance may call or walk into any of the four Catholic Charities regional offices in suburban Cook County. While there, an intake worker will assess their needs and provide emergency assistance or referral to other services. If the family is in need of housing, a referral is made to a housing coordinator. If there is a vacancy in the housing program, the housing coordinator conducts an in-depth assessment. After the family is accepted into the program, a housing search is conducted and the family is housed. A lease is signed in the family's name, and rent and utilities are paid by Catholic Charities.

Each family in the program then receives intensive case management services by a master's level case manager. Within the first month of entering the program an individual service plan (ISP) is written, in which short and long term goals are discussed and agreed upon by the family and case manager. The ISP is a tool to assess the family's needs and progress, and to assist it in overcoming obstacles to self-sufficiency. The primary long term goal is for the family to gain permanent housing on its own, with a stronger set of self-sufficiency and self-determination skills. Though ongoing intensive case management services, additional needs besides housing and lack of adequate income are addressed, such as educational, health, and child care issues.

A team that consists of a case manager, housing coordinator, job developer, and program director works together with each family to provide a wide range of services to it. Periodic length-of-stay meetings are held to assess the family's progress in the program, and to discuss barriers to progress, future goals, and an exit plan.

2. Previous CDBG Funding

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

Yes. We are currently receiving CDBG funding to provide housing and case management services to homeless households in the south and southwest suburbs of Cook County.

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

(Yes or No)

If yes, please specify how funds will be used.

No.

B. Service Area

- 1. Describe your agency's service area, listing any municipalities served.**

All of Cook and Lake Counties.

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

Yes.

- 3. Describe any additional criteria for your program.**

The only requirements are that the family be homeless and contain at least one child under the age of 18.

- 4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?**

The Arlington Heights Senior Center at 1801 W. Central Rd. Additionally, all of the clothing, food, counseling and other services offered by Catholic Charities' Northwest Regional Office in Des Plaines are available to residents of Arlington Heights.

- 5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?**

Some agencies provide some forms of homeless assistance, but none offer the breadth and scope of services as Catholic Charities.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
Catholic Charities' North/Northwest Shelter Program provides housing and case management services to homeless families.
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	40	10	10
October 1, 2019 – present	33	9	0
October 1, 2018 – September 30, 2019	24	9	0

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?
Pay for staff salaries.
4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?
Potentially allowing for more residents to be served.
5. Would this program exist without CDBG funding?
(Select one)
☒ Yes
☐ No

D. Staff for Funded Program

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

- | | |
|----------------------|---|
| a. Full-time | 4 |
| b. Part-time | 1 |
| c. <i>Volunteers</i> | 1 |

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: Tes Kefle, Program Director

Phone Number: 847-376-2117

Email Address: tkefle@catholiccharities.net

3. How long has the staff member identified above been with the agency?
24 years.

E. Fees and Funding Sources

1. Describe any client fees collected*:

None.

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

2. Describe how client fees are used:

N/A.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$ 0
HOME Funds	\$ 0	\$ 0
ESG Funds	\$ 0	\$ 0
HOPWA Funds	\$ 0	\$ 0
Appalachian Regional Commission	\$ 0	\$ 0
Other Federal Funds	\$ 30,000	\$ 6000
State/Local Funds	\$ 56,590	\$ 11,000
Private Funds	\$ 96,300	\$ 19,000
Program Income (client fees)	\$ 0	\$ 0
Other Funding	\$ 17,000	\$ 3000
Please specify: United Way		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☒ Yes

☐ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 207,300,000	\$ 205,000	\$ 5000
Program Year 2019	\$ 203,000,000	\$ 194,000	\$ 0
Program Year 2018	\$ 211,600,000	\$ 133,000	\$ 0

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 5000
Payroll for general administration of the CDBG grant**	\$ 0
Rent**	\$ 0
Utilities**	\$ 0
Construction/Rehabilitation	\$ 0
Other administrative costs	\$ 0
Please specify:	
Total CDBG Request	\$ 5000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):

Catholic Charities fulfills the Church's role in the mission of charity to anyone in need by providing compassionate, competent and professional services that strengthen and support individuals, families and communities based on the value and dignity of human life. In order to remain faithful to our mission, Catholic Charities is guided by these core values: Respect, Compassion, Competence and Stewardship.

2. The following documents must be included with your application:

All Applications:

- ☐ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☐ Proposed agency budget for the next fiscal year, including proposed funding sources*
- X Current agency budget, including proposed funding sources*
- X Most recent audit (one hard copy only)*
- X Proof of non-profit determination
- X Organizational chart
- X Other (please describe) Catholic Charities does not submit an Illinois Charitable Organization Annual Report Form AG990-IL to the state. And the agency is still in the process of formulating its budget for FY21, although we would certainly be happy to submit to the Village after it has been finalized.

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.
Please note that Village staff will 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
. 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Little City Day Services

Project Location: 2360 Palmer Dr., Schaumburg

CDBG Funding Request:

\$14,036

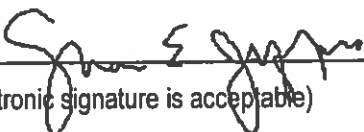
Applicant Contact Information

Organization Name: Little City Foundation

DUNS (Dun and Bradstreet) Number: 069962314
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Shawn E. Jeffers, Executive Director

Signature:


(electronic signature is acceptable)

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.

Mailing Address 1: 1760 W Algonquin Rd.

Mailing Address 2:

City, State, Zip: Palatine, IL 60067

Telephone Number: 847-358-5510

Fax Number: 847-303-0015

Email Address: sjeffers@littlecitcity.org

Organization website: www.littlecitcity.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 program 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's respectfully requests \$14,036 for support of the Adult Day Services Program for people with intellectual and developmental disabilities offered at our Countryside Center facility at 2360 Palmer, Schaumburg. Twenty-one Arlington Heights residents attend Countryside's program daily. The day program participants from Arlington Heights range in age from 26 to 61 years of age and receive services in one of three classes, Developmental Training, Golden Opportunities, or New Horizons, depending on their age and needs. During normal operating times, participants are picked up at their homes and driven to Countryside Center by Little City's transportation services, which also provides the individuals with transportation home at the end of the day. These individuals attend Little City's day program from 8:30 am to 2 pm every weekday. Little City staff work with personnel from Independent Service Coordination agencies (see question B3), individual participants, and family members to develop personalized goals for each participant. These person-centered goals vary and may include activities of daily living, academic or employment-focused goals, or social-emotional goals, such as participating in community outings. Little City staff monitors and records individuals' progress toward their goals which are regularly re-assessed and adjusted.

2. Previous CDBG Funding

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

Little City has received CDBG funds from the Villages of Arlington Heights and Schaumburg as well as the City of Waukegan. Little City has also received CDBG funds from Cook, DuPage, and Lake Counties.

3. Will any funds be used for research and development? (Yes or No)

If yes, please specify how funds will be used.

No CDBG funds will be used for research and development.

B. Service Area

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

Little City serves adults and children with intellectual and developmental disabilities primarily throughout Cook, DuPage, and Lake Counties in Illinois. Municipalities with 10 or more Little City participants include the following as of 3/19/2020.

- Palatine – 161
- Waukegan – 78
- Lake Zurich – 58
- Schaumburg – 54
- Arlington Heights – 41
- Hoffman Estates – 30
- Hanover Park – 29
- Chicago and Mundelein – 18 ea.
- Elk Grove Village – 16
- Mount Prospect – 14
- Rolling Meadows – 13
- Roselle, Gurnee, and Grayslake – 11 ea.
- Libertyville – 10

Little City also serves individuals in 104 other municipalities with less than 10 participants in each city or village.

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

Yes, this program serves residents of the Village of Arlington Heights.

3. Describe any additional criteria for your program.

Participants in Little City's programs must meet state-defined criteria to qualify for disability services. Prior to participation in Little City's programs, each person is assessed by a state-assigned Independent Service Coordination agency (ISC) to determine his or her eligibility. ISC agencies are contracted and authorized by the Illinois Department of Human Services' Department of Developmental Disabilities Services. Qualification for services is determined using a complex matrix that includes factors such as IQ, limitations in activities of daily living, communication difficulties, and mobility limitations.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

Little City operates two CILA group homes in Arlington Heights at 1314 W. Euclid and 2634 N. Raleigh Street. Arlington Heights residents receive day services at Little City's Schaumburg and Palatine locations. Additional services are provided in private Arlington Heights homes for participants in our Home and Community Services Program.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

Clearbrook offers similar services to people with intellectual and developmental disabilities in the Arlington Heights area. However, due to the process by which the state manages eligibility and service delivery, described in #3, above, no individual receives duplicative services from multiple agencies.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

Little City's Countryside Center facility provides adult day services to individuals with intellectual and developmental disabilities. These services include the following programs:

- Developmental Training/Life Skills provides life skills and enrichment classes as well as peer mentoring opportunities, community outings, and volunteer opportunities.
- Golden Opportunities provides structured activities and community outings designed to address the unique needs of seniors and maintain their physical and mental health, such as fitness activities, certified music therapy and dog therapy sessions, occupational/physical therapy, and arts activities.
- New Horizons provides structured activities for adults with severe and profound disabilities, such as music therapy and onsite occupational/physical therapy.

Participants provide their own meals. However, snacks, beverages, and lunch foods are sold at or near cost for those who do not bring food from home. Staff provide support as needed to help participants heat and consume meals. Door-to-door transportation services are also provided for participants, who would otherwise be unable to access Countryside Center's services due to their support needs.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	270	21	21
October 1, 2019 – present (as of 4/15/2020)	259	21	0*
October 1, 2018 – September 30, 2019	278	21	0*

* Little City did not receive Arlington Heights CDBG funds for public service programs in the 2018-19 or 2019-20 program years.

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

CDBG funds will help Little City participants meet their individual person-centered goals by supplementing the existing inadequate state funding for the program and helping to ensure the program's financial viability. Little City's Countryside Center day services help "create a suitable living environment" and achieve "availability and accessibility" for people with disabilities in Arlington Heights by providing meaningful daily activities, accessible

to low-income people with disabilities, in a safe, reliable, environment. Countryside Center's services are instrumental in helping people with disabilities integrate and interact with their community. Countryside Center plays an important role in reducing social isolation, reducing the care-giving burden of families, and keeping people safe.

4. **If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?**

CDBG funds will most likely be used to maintain the current service level. Little City welcomes additional Arlington Heights residents who wish to participate in Little City programs. However, new participants are typically limited due the process by which the State of Illinois offers and funds services to individuals with intellectual and developmental disabilities. Individuals who have been assessed by an ISC and determined eligible for services are placed on the state's Prioritization for Urgency of Need for Services (PUNS) list to wait for funding to become available. Individuals typically wait years for such funding in Illinois.

5. **Would this program exist without CDBG funding?**

(Select one)

- ☒ Yes
☐ No

D. Staff for Funded Program

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

- | | |
|---------------|----|
| a. Full-time | 41 |
| b. Part-time | 18 |
| c. Volunteers | 20 |

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: Julie Frankino, Grants Manager

Phone Number: 847-358-5510 or 847-221-7713. During COVID-19 shelter-in-place, call 630-401-1508.

Email Address: jfrankino@littlecitcity.org

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

Ms. Frankino has been with Little City for one year.

E. Fees and Funding Sources

1. Describe any client fees collected*:

All adult day services at Countryside Center are provided at no costs to participants for those who qualify for state-funded services. Little City does accept private pay participants, but this is rare. At the time of this application, only three individuals receiving services at Countryside Center are funded through private pay, none of whom are Arlington Heights residents.

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

2. Describe how client fees are used:

Any client fees are used to support the operating costs of programs offered at Countryside Center.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 2,112,612	\$ 171,293
Private Funds	\$ 45,000	\$ 3,649
Program Income (client fees)	\$	\$
Other Funding	\$ 1,165,151	\$ 94,472
Please specify: Please specify: Includes other revenue (misc.), sales of goods & services, cost of goods sold, private pay-cost of care, and contractual services provided to residents of non-Little City Intermediate Care Facilities for Developmental Disabilities (ICF-DD).		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 36,128,567	\$ 3,147,435	\$ 255,197
Program Year 2019	\$ 33,533,761	\$ 2,882,071	\$ 233,681
Program Year 2018	\$ 32,280,737	\$ 2,728,428	\$ 221,224

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 14,036
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$
Please specify:	
Total CDBG Request	\$ 14,036

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):**

To serve children and adults with intellectual and developmental disabilities by providing the best options and opportunities to live safely, learn continuously, explore creatively and work productively throughout their lifetime.

2. The following documents **must be included** with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☐ Proposed agency budget for the next fiscal year, including proposed funding sources* -- Little City's FY21 budget is expected to be available 7/1/2020.
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ Other (please describe) Grant budget

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Housing Counseling and Assistance**

Project Location: **1300 W. Northwest Highway, Mt. Prospect, IL. 60056**

CDBG Funding Request:

\$10,000

Applicant Contact Information

Organization Name: **Northwest Compass, Inc.**

DUNS (Dun and Bradstreet) Number: **792036956**
(A DUNS Number is required to receive federal funding)

Contact Name, Title: **Sonia Ivanov, Executive Director**

Signature:



(electronic signature is acceptable)

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.

Mailing Address 1: **1300 W. Northwest Highway**

Mailing Address 2:

City, State, Zip: **Mt. Prospect, IL. 60056**

Telephone Number: **847 392 2344 ext. 412**

Fax Number: **847 305 3972**

Email Address: **sivanov@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 program 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 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 supportive services.

Our Housing Program provides services geared towards housing counseling, homelessness diversion and prevention, housing navigation, rapid re-housing and immediate short-term rent assistance to prevent individuals and families at risk of becoming homeless for the first time and/or to assist them to exit homelessness as quickly as possible. In addition, the program also facilitates Transitional Living and Permanent Supportive Housing Program components.

Working with families living in their cars or doubling up, people seeking shelter in the forest preserve, at-risk youth who are couch-surfing, folks working full time or multiple jobs, but still unable to afford housing; we serve all of these individuals with respect, for all it takes is one major unexpected expense to put households out on the street.

Northwest Compass is the Lead Agency in the North and a Walk -In Center for anyone in the Suburban Cook County area including residents of the Village of Arlington Heights who are in need of housing or housing assistance. Our program is the only one that provides individual housing counseling, assistance and education for a clientele experiencing homelessness as a partner in the Coordinated Entry Initiative in the Cook County area.

As such, Northwest Compass humbly is requesting financial assistance for program and services under our Housing Program, which stabilize the residents of the Village of Arlington Heights experiencing a housing crisis – from homelessness to housing instability.

Families are often 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 financial assistance towards rent, the resident must meet the eligibility criteria such as to be 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 connect them to programs and/or services that best meets their needs.

- Housing counseling and assistance – helping to stabilize 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 –Rapid Re-Housing connects 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 includes housing relocation and stabilization services and short-and/or medium-term rental assistance as necessary to help individuals or families living in shelters or in places not meant for human habitation move as quickly as possible into permanent housing and achieve stability in that housing. 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 has 3 apartment that is part of Permanent Supportive Housing ("PSH") - a program serving family and individuals who are chronically homeless and have a disabling condition. PSH embraces 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 and to several other PSH households in the Northwest Suburbs is that they can be confident that there is a web of support for them. They are not alone, a caseworker is available to listen, support and guide our participants as they face and move through life's challenges. Clients in the Housing Program are assisted with case management on an as-needed basis, generally in intervals of one hour, that varies in duration depending on the household's needs. Those clients that qualify for financial assistance for rent or a mortgage payment may receive up to one month's assistance. Participants in PSH receive ongoing case management on a bi-monthly basis.

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.

Northwest Compass has added a particular focus on addressing the homelessness of specific subpopulation – youth. 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 in our service area. To further enhance the work done with unaccompanied youth, starting with those who are in high school and upwards to 24-26 years of age, Northwest Compass started The Suburban Youth Networking Coalition (SYNC). This coalition exists to support and empower youth through a coordinated effort to increase access to services.

We continue to work closely with the Village of Arlington Heights School Districts as part of our ongoing efforts to reduce homelessness; by providing housing counseling, housing navigation and assistance to homeless families within their districts implementing House Bill 261 (allowing school to use transportation funds towards housing cost).

Northwest Compass continues to work closely with the Arlington Heights staff and is receiving referrals and also referring clients to obtain services, as well as participating in various networking activities

2. Previous CDBG Funding

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

Northwest Compass has received CDBG funds from Des Plaines, Village of Arlington Heights, Palatine, Mt. Prospect, and Schaumburg

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

(Yes or No)

If yes, please specify how funds will be used.

No

B. Service Area

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

Northwest Compass is the lead agency providing programs to the underserved low-income populations in the north and northwest suburbs of Chicago in Cook County for more than 30 years. Some of the municipalities served include; Elk Grove Village, Buffalo Grove, Arlington Heights, Wheeling, Roselle, Mount Prospect, Hoffman Estates, Streamwood, Des Plaines, Park Ridge, Rolling Meadows, Maywood, and Schaumburg.

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

Yes

3. Describe any additional criteria for your program.

There is no criteria for persons seeking housing counseling services. 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 crisis in housing qualify for our Housing Program of counseling services. In order to be eligible for services in the 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 does your agency operate in Arlington Heights or for Arlington Heights residents?

All of the programs and services provided are based out of the corporate office located at 1300 W. Northwest Highway, in Mt. Prospect. All of our services are available and are frequently utilized by the residents of the Village of Arlington Heights.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

Northwest Compass is the Lead Agency and the only Walk-In Center in the North – one of 4 (Four) Walk-Ins Center total in the Suburban Cook County area for Coordinated Entry – a HUD mandate initiative to coordinate housing and supportive services resources in the Suburban Cook area. As such, all social services organizations receiving HUD and State funding are required to refer clients experiencing homelessness and housing crisis to an agency as ours to coordinate housing options and provide access to housing programs. We also are the only agency that provides street outreach to people experiencing homelessness.

Over 85% of the phone calls and in-person visits to Northwest Compass consist of requests for services associated with being able to have the resources necessary to stay in their home. As a direct result of recent events, the documented instances of stagnant/reduced/eliminated wages, higher rent burden and an increased number of families living in poverty in the suburbs, have created an increased demand stretching everyone's resources.

Northwest Compass has partnered with The Bridge Youth & Family Services and Harper College and works closely with 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. All of these agencies provide limited housing counseling and often restrict their service to those who are qualified to receive their services by criteria such as literally homeless, length of being homeless, gender, age, or other various limitations. Northwest Compass has no restrictions. .

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):
 - Information and referrals
 - Solution focused case management
 - Food Pantry accessibility
 - Free individual counseling
 - Limited homeless prevention financial assistance
 - Education, advocacy, and Legal aid for residents from the Northwest Suburbs of Cook County facing eviction, foreclosure, or homelessness
 - Education for prospective homebuyers on the different aspects of home ownership, including information for down payment assistance programs
 - Money Management counseling, education, and practical information and tools to help clients understand their finances
 - Career Coaching and support to clients to help prepare them
2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served by CDBG Funds
October 1, 2020 – September 30, 2021 (proposed)	844	215	100
October 1, 2019 – present	620	163	0
October 1, 2018 – September 30, 2019	768	249	0

2018 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

As a result of recent events CDBG funds will allow Northwest Compass to expand our services and assistance to the residents of the Village of Arlington Heights who are experiencing housing instability and homelessness. It will also allow us to expand our already active network of service providers through which our services are regularly used. As a Walk-in center in the North region we receive a large number of clients that have been referred to us through a county wide system. In addition Northwest Compass actively participates in numerous

fairs and events in the area to raise visibility of the services we provide and we work with the Village of Arlington Heights staff to serve clients timely and effectively.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

In this time of crises we will continue to serve the residents of the Village of Arlington Heights who are experiencing housing instability and crises. The additional CDBG funding will allow us to increase the amount of people served by approximately 20 to 30%..

Despite our continued efforts to provide services to the residents of the Village of Arlington Heights, the last time we have received funding was for the grant cycle ended on 9/30/2016.

5. Would this program exist without CDBG funding?

(Select one)

- ☒ Yes
☐ No

D. Staff for Funded Program

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

- | | |
|---------------|-------------------|
| a. Full-time | 2 |
| b. Part-time | 1 |
| c. Volunteers | 2 student interns |

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: Sonia Ivanov, Executive Director, will be coordinating visits; Anna Klimkowicz, Program Manager, will be submitting invoices and reports

Phone Number: 847 392 2344

Email Address: sivanov@northwestcompass.org

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

Sonia Ivanov has been with Northwest Compass for over fifteen years.
Anna Klimkowicz has been with NWC for over eight years.

E. Fees and Funding Sources

1. Describe any client fees collected*:

No client fees are collected

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

2. Describe how client fees are used:

N/A

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$ 46,895	\$ 3,470
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$ 56,900	\$ 14,961
State/Local Funds	\$ 13,500	\$ 2,347
Private Funds	\$ 5,000	\$ 1,790
Program Income (client fees)	\$	\$
Other Funding	\$	\$
Please specify: Amount utilized for Arlington Heights residents reflects last years dollars spent.		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☐ Yes

☒ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 1,050,000	\$ 115,743	\$ 10,000
Program Year 2019	\$ 976,730	\$ 110,295	\$ 0
Program Year 2018	\$ 1,002,709	\$ 167,385	\$ 0

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 9,000
Payroll for general administration of the CDBG grant**	\$
Rent**	\$
Utilities**	\$
Construction/Rehabilitation	\$
Other administrative costs	\$ 1,000
Please specify:	
Total CDBG Request	\$ 10,000

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.
(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.
(The selection should reflect the result your agency 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 agency (may be attached):

Northwest Compass enhances the community by providing emergency services, education, and empowerment which fosters personal responsibility for those who are vulnerable or in crises.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☒ Proposed agency budget for the next fiscal year, including proposed funding sources*
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ Other (please describe) Comparison chart of other local organizations and services provided.

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Comparison of Services Provided

Northwest Compass provides services to people experiencing homelessness and housing crisis from chronically homeless, on the verge of homelessness due to eviction or financial instability, double up, couch surfing, staying in motels, unstably housed, fleeing domestic violence, people who are unwilling or unable to utilize shelter services, people who are band from PADS for various reasons, homeless families with school age children, veterans residing in the forest preserve, youth age 18-24 and more.

TYPE OF SERVICES AND ASSISTANCE	NORTHWEST COMPASS	OTHER AGENCY
Street Outreach	X	
Housing Counseling, Navigation and Diversion Though Coordinated Entry	X	WINGS for DV clients only
Case Management	X	X
Overnight Shelter Services		X
Referrals to housing options and resources	X	X
Processing Rent Assistance Funds	X	
Coordinated Entry Call Center Referrals	X	
Coordinated Entry Walk -In Center	X	
Additional Supportive Services	X	X
Transitional Living Program	X	Very few
Permanent Supportive Housing Program	X	Very few
Direct Client Assistance (financial rent ass.)	X	
Services to people band or turned away from shelter	X	
Implementing HB 261 with school's partnership	X	
Youth Specific Housing Program	X	
Foreclosure, 1 st time Home Buyers	X	
Biweekly Money Management Workshops	X	

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: Dwyer CILA Bathroom Accessibility Project

Project Location: 214 N. Dwyer Avenue, Arlington Heights, IL 60005

CDBG Funding Request:

\$29,085

Applicant Contact Information

Organization Name: Clearbrook

DUNS (Dun and Bradstreet) Number: 102180775
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Don Frick, Vice President-Operations

Signature: (Please See Attachments)
(Electronic signature is acceptable)

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.

Mailing Address 1: 1835 W. Central Road

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-870-7711

Fax Number: 847-870-7741

Email Address: dfrick@clearbrook.org

Organization website: 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 program 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 project for which funds are being requested is to rehab two of the Dwyer CILA home's three bathrooms so that they are 100% ADA accessible. This will allow the residents to remain in their home for as long as they are able – to age in place. Attached to the application are estimates which describe the proposed project in greater detail.

The Dwyer CILA is licensed as an Intermittent CILA home and has seven residents. An Intermittent CILA provides the opportunity for greater independence and requires less direct supervision than other CILA homes. Two staff (1 FT and 1 PT), provide support to the residents by providing transportation so they can travel to grocery stores and parks, conduct banking transactions, go to movies, restaurants and sporting events. The staff also provide support and guidance with making decisions and the acquisition of daily life skills. The home has staff scheduled Monday-Saturday (3pm-10pm) and is unstaffed on Sundays. Per the Home Manager, "Dwyer sincerely has a 'family' feel to it and the residents all watch out for one another." None of the residents have assistive mobility devices at this time, but one individual is blind and needs assistance from others to navigate the home and with some daily living activities. A few years ago, Clearbrook remodeled the home so that each resident could have their own bedroom. There are no plans to add another resident nor is there a spare bedroom for that to happen. All of the residents hold part-time jobs in the community and all but one of the residents are over 50 years of age.

2. Previous CDBG Funding

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

Yes. Clearbrook has received CDBG funding from Lake, McHenry and Cook Counties, the Villages of Arlington Heights and Schaumburg. Clearbrook has also received HOME funding from McHenry County.

3. Will any funds be used for research and development? (Yes or No)

If yes, please specify how funds will be used.

No, the funds will not be used for research and development.

B. Service Area

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

Clearbrook owns and operates over 60 facilities located in more than 160 communities (15 counties), throughout the Metropolitan Chicago area. Included are: Addison, Arlington Heights, Bensenville, Berkeley, Buffalo Grove, Carpentersville, Chicago, Crystal Lake, Deerfield, Downers Grove, Elk Grove Village, Evanston, Gages Lake, Glenview, Gurnee, Hanover Park, Hoffman Estates, Lake Bluff, Mt. Prospect, Mettawa, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Schaumburg (Home-Based Clients only), Skokie, Waukegan, Wheeling and Wilmette.

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

Yes.

3. Describe any additional criteria for your program.

The program is designed to provide services to individuals with Intellectual and Developmental Disabilities.

4. What facilities, services, or programs does your agency operate in Arlington Heights or for Arlington Heights residents?

Clearbrook's Administrative Offices and Program Services Offices (which houses the agency's Early Intervention Programs, Employment Programs, CILA Program and an Autism Resource Room) are located in Arlington Heights. The agency operates six CILA homes in Arlington Heights as well.

5. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

Yes, Little City Foundation operates two CILA homes in Arlington Heights and nearby communities. Additionally, Glenkirk, American Residential Care, Orchard Village, Shore Community Services and Lambs Farm operate CILA and day programs in the same service area as Clearbrook. Of these, Clearbrook is the largest provider of CILA and day program services with the greatest presence in the service area.

C. Program Client Statistics

1. State the specific program or service for which funding is requested (transportation, medical care, shelter for persons with disabilities, etc.):

Community Integrated Living Arrangement (CILA) Program

We strive to offer CILA residents opportunities to be as independent as possible in their home and community. The objective for an individual who resides in a CILA is on self-advocacy. It is imperative that Clearbrook provides homes that allow them to live, work and socialize in a safe and supportive environment. The majority of CILA residents are of Low-Moderate Income (LMI). 37% are "seniors" and are experiencing additional physical changes and significant memory loss. Clearbrook is committed to ensuring that they can "age in place" and remain in their homes as long as possible. Many have profound challenges and require 24/7 supervision and care while others are able to function independently with minimal supervision.

Each client has their own Individual Service Plan (ISP) that reflects their strengths and weaknesses, goals and challenges. In CILA's, the Direct Support Professionals (DSP's) assist with meal preparation, daily hygiene, skill acquisition, administer prescribed medications, transport the residents to day programs, medical appointments and/or work. They coordinate outings, activities, ensure residents' safety and security. In Intermittent CILA's (e.g., Dwyer CILA), these services are provided but to a lesser degree as the clients are able to function more independently. All CILA residents have access to a wide variety of clinical support such as: nursing, dietary, behavioral, psychiatric, physical therapy, occupational therapy, speech therapy and licensed social work/counseling. Supporting therapies offered to the clients through Clearbrook's clinical team, the direct care staff work with the residents to encourage independence in bathing or showering, dressing, cleaning their rooms, acquiring life and social skills, understanding and following directions, voicing their concerns and needs. Twice daily, activities focus on building their confidence and acquiring knowledge and skills are conducted in the homes. Their education continues throughout each day while on community outings or during attendance at day programs (e.g., participating in art, recreation, therapeutic and vocational programs.) Care provided is holistic and supportive. CILAs are licensed by the Illinois Department of Human Services and the majority of client funding comes from IDHS. IDHS licenses permit a maximum of eight (8) clients in a CILA. It is Clearbrook's desire to have no more than six clients per home. Staff training conducted by Clearbrook is a priority; and exceeds IDHS requirements.

More than ever before individuals with Intellectual and Developmental Disabilities (I/DD) are participating in community activities, social events and connecting with their peers and neighbors. As with others in their community they travel to grocery stores and parks, conduct bank transactions, go to movies, restaurants and sporting events. The public is more aware of their presence and in some cases, their limitations. However, people with I/DD face a housing crisis with many contributing factors, such as a serious lack of safe, affordable, accessible and integrated housing, and significant housing-related discrimination. The recognition that people with I/DD belong in the community has led to a growing demand for community-based housing. This demand is fueled by persons choosing to leave institutional settings, by young adults educated in inclusive schools, and by adults with I/DD who live with elderly parents. However, people with I/DD are among the nation's poorest citizens. For many, Social Security and Supplemental Security Income benefits, which are often far lower than typical rents or are their primary or sole source of income. In addition, Medicaid, the principal source of funding for services and supports for people with I/DD, typically does not allow funds to be used for rent or other community-based housing-related costs.

These factors pose major barriers to community living, making it difficult for people to move from segregated facilities into the community, and putting many people with I/DD at risk of unnecessary institutionalization or homelessness. Additionally, many individuals with autism or I/DD may have difficulty in communicating with others. Their desire to express their needs is often compromised by their diminished ability to speak and/or lack of social skills. When this occurs, direct care staff step in and act on their behalf. Training and related activities (e.g., role playing), are provided to staff to ensure they possess the essential skills and knowledge necessary to successfully aid the residents, in particular seniors. The intensive training addresses any gaps in knowledge the staff may have regarding how best to communicate with community members, officials and First Responders.

The training also prepares them on how to keep residents safe, secure and how to partner with key members of the community. New resources for training were secured through collaborative grants via the Intersect for Ability group and webinars offered through Infinitec (www.myinfinitec.org). Many of the residents have lived in CILA homes since the 1980's and for others, this is the first time. To all of these individuals, this is "home" and those they share their residence with are family. This program serves a critical need by providing for their basic needs so they can remain in their home and community for as long as possible.

2. Complete the following table for low- and moderate-income persons assisted for the primary purpose of the program for which funding is requested, excluding complimentary services such as referrals (ex. the number of persons who have or are expected to receive counseling services during the time periods shown or the number of persons with disabilities who resided or are expected to reside in the home for which rehab funds are being requested):

	Total Persons Served	Total Arlington Heights Residents Served-	Total Arlington Heights Residents Served by CDBG Funds-Dwyer CILA
October 1, 2020 – September 30, 2021 (proposed)	8078	325	7
October 1, 2019 – present	8070	316	7
October 1, 2018 – September 30, 2019	8077	317	7

2018 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$49,950	57,050	64,200	71,300	77,050	82,750	88,450	94,150

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

3. How would CDBG funds be used to meet your goals for the Arlington Heights residents identified above?

The CDBG funding will allow Clearbrook to rehab two of the bathrooms in the Dwyer CILA home so that they will fully ADA accessible, meeting the home's residents' current and future needs.

4. If you receive CDBG funds, will they be used to serve more Arlington Heights residents or maintain the current service level?

The CDBG funds will be used to maintain the number of residents in the Dwyer CILA home. Other programs serving the community are expected to grow in FY'21.

5. Would this program exist without CDBG funding?

(Select one)

- ☒ Yes
☐ No

D. Staff for Funded Program

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

- a. Full-time 1
- b. Part-time 1
- c. Volunteers N/A

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: Bev Saiz, Director of Grants

Phone Number: 847-385-5005

Email Address: bsaiz@clearbrook.org

3. How long has the staff member identified above been with the agency? 10 months

E. Fees and Funding Sources

1. Describe any client fees collected*:

Not applicable to this project. Clearbrook receives reimbursement for services from the Illinois Department of Human Services. Although all of the residents of the Dwyer CILA home are employed, their annual income remains in the Low-Moderate Income range.

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

2. Describe how client fees are used:

Not applicable to this project. Clearbrook receives funding from the Illinois Department of Human Services to provide room, board, amenities, transportation and trained staff to work in the homes.

3. List all other funding sources expected to be received for this specific program during the October 1, 2020 – September 30, 2021 program year and portions allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$ 0
HOME Funds	\$ 0	\$ 0
ESG Funds	\$ 0	\$ 0
HOPWA Funds	\$ 0	\$ 0
Appalachian Regional Commission	\$ 0	\$ 0
Other Federal Funds	\$ 98,698	\$ 98,698
State/Local Funds	\$ 103,764	\$ 103,764
Private Funds	\$ 0	\$ 0
Program Income (client fees)	\$ 0	\$ 0
Other Funding	\$ 0	\$ 0
Please specify: Not applicable.		

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

☒ Yes

☐ No

F. Budgeted Expenses

1. Please complete the following table:

Program Year	Agency Budget (Expenses)	Program Budget (Expenses)	Arlington Heights CDBG Portion (Expenses)
Program Year 2020 (proposed)	\$ 31,993.50	\$ 2908.50	\$ 29,085
Program Year 2019	\$ 31,185	\$ 2,835	\$ 28,350
Program Year 2018	\$ 15,125	\$ 1,375	\$ 13,750

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 0
Payroll for general administration of the CDBG grant**	\$ 0
Rent**	\$ 0
Utilities**	\$ 0
Construction/Rehabilitation	\$ 29,085
Other administrative costs	\$ 0
Please specify: Not applicable	
Total CDBG Request	\$ 29,085

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

** These costs are not always eligible. The Village must approve a cost allocation plan before reimbursement will be made.

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify your agency's proposed objectives.

(The selection should reflect the purpose of your agency'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 agency's proposed outcomes.

(The selection should reflect the result your agency 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 agency (may be attached):**

Our mission: Clearbrook is dedicated to being a leader in creating innovative opportunities, services and supports for people with disabilities.

2. The following documents must be included with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 or most recent Illinois Charitable Organization Annual Report Form AG990-IL (This is a two-page document. Please do not submit the federal form.)
- ☐ Proposed agency budget for the next fiscal year, including proposed funding sources* - Not yet available.
- ☒ Current agency budget, including proposed funding sources*
- ☒ Most recent audit (one hard copy only)*
- ☒ Proof of non-profit determination
- ☒ Organizational chart
- ☒ Other (please describe) Annual Report

* May be provided in the form of a website address to the location of this information online.

Construction/Rehabilitation Applications Only:

- ☐ Proposed construction/rehabilitation schedule*.

Please note that Village staff will 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.

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service:	VAH Single Family Rehab Program
Project Location:	Village of Arlington Heights
Amount of CDBG Funds Requested:	\$75,000 (For construction/rehab requests, include a 10% contingency amount)
Brief Description of Program or Project:	CDBG funds would be used to rehab homes of low and moderate income homeowners

Contact Information

Organization Name:	Village of Arlington Heights – Housing Commission
DUNS (Dun and Bradstreet) Number:	072318629 (A DUNS Number is required to receive federal funding)
Contact Name, Title:	Nora Boyer, Housing Planner

Signature: Nora Boyer

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.

Mailing Address 1:	33 S Arlington Heights Road
Mailing Address 2:	
City, State, Zip:	Arlington Heights, IL 60005
Telephone Number:	847-368-5214
Fax Number:	847-368-5988
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 or Project

1. Project Description

Describe the program or project for which funds are requested. Include the purpose or the program or project and clientele to be served. Explain any new or increased levels of service that would be provided by the organization if this program/project receives CDBG funding. If the project has several components, please prioritize the key elements of the proposal.

Since 1978, the Village has operated the Single Family Rehab Program to provide 0% interest, deferred loans to low/moderate income homeowners. Loans are provided for basic home renovations (ex. roofs, furnaces, windows, etc.). The total amount lent by the Village as of April 1, 2020 was \$5,035,000 (rounded). The amount of the loans not yet repaid is \$2,035,000 (rounded).

Other focuses for this funding for improvements to owner-occupied homes may be developed and funded. The Village reserves the right to change the terms under which funds are provided so long as those terms comply with the federal law and regulations governing CDBG funds.

2. Previous CDBG Funding

Has your organization received CDBG funds from the Village of Arlington Heights in any of the past 10 years? If yes, list the year(s), amount(s) and purposes of the funding. Include the project address if funds were used for the purchase or rehab of property or structures.

<u>Year</u>	<u>Amount</u>	<u>Purpose and (if applicable) Address</u>
2019/2020	\$20,000	1 active project
2018/2019	\$0	Single Family Rehab Program loans
2017/18	\$24,367	Single Family Rehab Program loans
2016/17	\$20,483	Single Family Rehab Program loans
2015/16	\$92,628	Single Family Rehab Program loans
2014/15	\$33,209	Single Family Rehab Program loans
2013/14	\$42,433	Single Family Rehab Program loans
2012/13	\$37,947	Single Family Rehab Program loans
2011/12	\$58,199	Single Family Rehab Program loans
2010/11	\$65,305	Single Family Rehab Program loans

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

2009/10	\$112,993	Single Family Rehab Program loans
2008/09	\$54,435	Single Family Rehab Program loans
2007/08	\$68,952	Single Family Rehab Program loans

B. Service Area

1. Provide a brief description your agency's service area.

Homes in Arlington Heights owned by low/moderate income homeowners are eligible.

2. Describe any additional criteria for the program or project.

Owners must meet income guidelines, have 85% equity after the project have lived in their home for a minimum of 2 years, and must resolve any debt with the Village before participation. Other CDBG regulations apply.

3. What facilities, services, or programs does the agency operate in Arlington Heights?

Full range of municipal services.

4. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No.

C. Program/Project and Client Statistics

1. Complete the following table for persons assisted by the specific program or project for which the agency is applying for CDBG funds. If the agency administers one type of service, complete the table for all persons assisted by the agency.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served with CDBG Funds
October 1, 2018 – September 30, 2019	0 homes	0 homes	0 homes
October 1, 2019 – September 30, 2020	1 homes	1 homes	1 homes
October 1, 2020 – September 30, 2021	2 homes	2 homes	2 homes

Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$44,250	50,600	56,900	63,200	68,300	73,350	78,400	83,450

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

2. If your agency receives the CDBG funds for which you are applying, how many new or additional Arlington Heights residents could you serve in the 2020-2021 program year?

Approximately 2 homes.

3. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

1. Total number of staff employed by agency 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 agency?

23 years

E. Fees and Funding Sources

1. Describe any client fees collected and how they are used.*:

NA

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

F. Estimated Program/Project Budget for the Program Year

1. Resources: Show all of the anticipated revenue (including the requested Village CDBG funds) that the agency anticipates using for this specific program or project during the 2020-2021 program year:

Anticipated Resource	Total Anticipated Program/Project Recourses
2020-2021 VAH CDBG Grant Request	\$75,000
Section 108 Loan Guarantee	\$
HOME Funds	\$
ESG Funds	\$
HOPWA Funds	\$
Appalachian Regional Commission	\$
Other Federal Funds	\$
State Funds	\$
Other Local Funds	\$0
Private Funds	\$
Program Income (client fees)	\$
Other Funding Please Specify:	\$
Total Anticipated Revenue for Program/Project	\$ 75,000

Village of Arlington Heights
2020-2021 CDBG Grant Application

2. Expenses. Indicate how CDBG funds are proposed to be used for the specific program or project during the 2020-2021 program year:

Use of CDBG Funds	Total Program or Project Expenses (Column a.)	Anticipated Amounts to be Spent for the Benefit of Arlington Heights Residents (Column b.)	Anticipated Amounts of Village CDBG funds to be Spent for the Benefit Low and Moderate Income Arlington Height Residents (Column c.)
Payroll costs for direct client service hours	\$	\$	\$ *
All other payroll cost	\$	\$	\$0*
Other (non-payroll) direct client service costs Explain:	\$ 75,000	\$ 75,000	\$75,000
Other administrative and indirect client service costs Explain:	\$	\$	\$0*
If the agency expects that it would invoice the Village for CDBG funds on a per unit basis (per night of service, per enrollment fee, etc.), provide the totals on this line.	\$	\$	\$ **
Totals (Columns a, b & c)	\$ 75,000	\$ 75,000	\$ 75,000***

* Village CDBG funds may only be used for payroll costs for the hours that employees provided direct client services to CDBG-eligible low and moderate income Arlington Heights residents and for other direct benefits to CDBG-eligible low and moderate income Arlington Heights residents. Time sheets documenting staff hours and pay rates for direct client services hours and receipts will be required.

Will any funds be used for research and development?

(Select one)

- ☐ Yes
☒ No

3.

If so, please specify how funds will be used.

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

- ☒ Yes
☐ No

G. Performance Measurement Systems

1. Project Objectives

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

Please check one of the following to identify the specific objective of the program or project for which CDBG funds are being requested.

(The selection should reflect the purpose of your agency'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 for the outcome of the specific program or project for which CDBG funds are being requested.

(The selection should reflect the result your agency 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. The following documents must be included with your application:

All Applications:

Village of Arlington Heights
2020-2021 CDBG Grant Application

- ☒ Copy of your organization's submitted 2019 Illinois Charitable Organization Annual Report Form AG990-IL *
(This is a two-page document. Please do not submit the federal form.) **NA**
- ☒ The agency's current overall budget. **See www.vah.com**
- ☒ The current budget for the program project for which CDBG funds are being requested (no applicable for new programs of projects. **See www.vah.com**
- ☒ Agency's most recent completed audit (electronic copy only is required) **See www.vah.com**
- ☒ Proof of non-profit determination **NA**
- ☒ Organizational chart **See www.vah.com**

Other documents such as program brochures may be provided at the option of the applicant.

Construction/Rehabilitation, Applications Only:

- ☒ Proposed construction/rehabilitation schedule. Please note that construction/rehabilitation projects should be completed by August 1, 2021, if possible. Funding availability may be extended to September 30, 2021 due to weather or other unavoidable delays.

TBD

- ☐ Cost and Design Assistance Estimates: Please provide a cost estimate for the project.

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 may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs. Applicants are encourage to submit at least one cost estimate from a knowledgeable contractor with the application. Three cost estimates are encouraged. Ask the contractors to make recommendations to provide additional short-term construction and/or long-term maintenance cost savings. Review the estimates, select a project cost, add a minimum 10% contingency, and then add that amount to the total project cost on the Application Summary Sheet. An official Request for Proposals may be required for each grantee prior to grant award.

Public Service, Applications Only, if applicable:

- ☐ If applicable, provide a copy of the program or project fee scholarship or schedule (ex. sliding scale schedule that determines the amount of CDBG-funded assistance received based on the client's income).

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: VAH Group Home and Transitional Housing Rehab and Acquisition

Project Location: Village of Arlington Heights

Amount of CDBG Funds Requested: \$50,000 (For construction/rehab requests, include a 10% contingency amount)

Brief Description of Program or Project: CDBG funds would be used for the renovation of group homes and transitional housing in Arlington Heights or for the the purchase of additional group homes or transitional units in Arlington Heights

Contact Information

Organization Name: Village of Arlington Heights – Housing Commission

DUNS (Dun and Bradstreet) Number: 072318629
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Nora Boyer, Housing Planner

Signature: _____ Nora Boyer

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.

Mailing Address 1: 33 S Arlington Heights Road

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Fax Number: 847-368-5988

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 or Project

1. Project Description

Describe the program or project for which funds are requested. Include the purpose or the program or project and clientele to be served. Explain any new or increased levels of service that would be provided by the organization if this program/project receives CDBG funding. If the project has several components, please prioritize the key elements of the proposal.

For several years, CDBG funds have been allocated for the renovation of group homes and transitional housing in Arlington Heights. There continues to be a need for such renovations.

2. Previous CDBG Funding

Has your organization received CDBG funds from the Village of Arlington Heights in any of the past 10 years? If yes, list the year(s), amount(s) and purposes of the funding. Include the project address if funds were used for the purchase or rehab of property or structures.

<u>Year</u>	<u>Amount</u>	<u>Purpose and (if applicable) Address</u>
2019/2020	\$76,900	Allocation
2018/2019	\$68,000	Group Home rehab projects
2017/18	\$54,700	Group Home rehab projects
2016/2017	\$79,015	Group home rehab projects
2015/16	\$36,900	Group home rehab projects
2014/15	\$23,910	Group home rehab projects

B. Service Area

1. Provide a brief description your agency's service area.

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

Funds would be used to renovate or purchase group homes or transitional housing units within the corporate limits of the Village of Arlington Heights.

2. Describe any additional criteria for the program or project.

Locations approved for funding must be in compliance with the Village Zoning Code and all other applicable Village laws.

3. What facilities, services, or programs does the agency operate in Arlington Heights?

Full range of municipal services.

4. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

Several non-profit agencies own and run group homes or transitional housing in Arlington Heights. When CDBG funding becomes available, all of the agencies are notified of the funding opportunity and are invited to submit grant applications. This may occur during the regular Annual Action Plan/CDBG budget process or through separate funding rounds.

C. Program/Project and Client Statistics

1. Complete the following table for persons assisted by the specific program or project for which the agency is applying for CDBG funds. If the agency administers one type of service, complete the table for all persons assisted by the agency.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served with CDBG Funds
October 1, 2018 – September 30, 2019	4 group homes with an average of 7 residents each	4 group homes with an average of 7 residents each	4 group homes with an average of 7 residents each
October 1, 2019 – September 30, 2020 (anticipated)	2 group homes with an average of 7 residents each	2 group homes with an average of 7 residents each	2 group homes with an average of 7 residents each
October 1, 2020 – September 30, 2021	2 group homes with an average of 7 residents each	2 group homes with an average of 7 residents each	2 group homes with an average of 7 residents each

Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$44,250	50,600	56,900	63,200	68,300	73,350	78,400	83,450

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

2. If your agency receives the CDBG funds for which you are applying, how many new or additional Arlington Heights residents could you serve in the 2020-21 program year?

NA

3. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

1. Total number of staff employed by agency 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 agency?

23 years

E. Fees and Funding Sources

1. Describe any client fees collected and how they are used.*:

NA

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

F. Estimated Program/Project Budget for the Program Year

1. Resources: Show all of the anticipated revenue (including the requested Village CDBG funds) that the agency anticipates using for this specific program or project during the 2020-21 program year:

Anticipated Resource	Total Anticipated Program/Project Recourses
2020-21 VAH CDBG Grant Request	\$ 50,000
Section 108 Loan Guarantee	\$
HOME Funds	\$
ESG Funds	\$
HOPWA Funds	\$
Appalachian Regional Commission	\$
Other Federal Funds	\$
State Funds	\$
Other Local Funds	\$0
Private Funds	\$
Program Income (client fees)	\$
Other Funding Please Specify:	\$
Total Anticipated Revenue for Program/Project	\$ 50,000

Village of Arlington Heights
2020-2021 CDBG Grant Application

2. Expenses. Indicate how CDBG funds are proposed to be used for the specific program or project during the 2020-2021 program year:

Use of CDBG Funds	Total Program or Project Expenses (Column a.)	Anticipated Amounts to be Spent for the Benefit of Arlington Heights Residents (Column b.)	Anticipated Amounts of Village CDBG funds to be Spent for the Benefit Low and Moderate Income Arlington Height Residents (Column c.)
Payroll costs for direct client service hours	\$	\$	\$ *
All other payroll cost	\$	\$	\$0*
Other (non-payroll) direct client service costs Explain: <u>Construction or real estate purchase costs</u>	\$ 50,000	\$ 50,000	\$50,000
Other administrative and indirect client service costs Explain:	\$	\$	\$0*
If the agency expects that it would invoice the Village for CDBG funds on a per unit basis (per night of service, per enrollment fee, etc.), provide the totals on this line.	\$	\$	\$ **
Totals (Columns a, b & c)	\$ 50,000	\$ 50,000	\$ 50,000***

* Village CDBG funds may only be used for payroll costs for the hours that employees provided direct client services to CDBG-eligible low and moderate income Arlington Heights residents and for other direct benefits to CDBG-eligible low and moderate income Arlington Heights residents. Time sheets documenting staff hours and pay rates for direct client services hours and receipts will be required.

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

(Select one)

- ☐ Yes
☒ No

If so, please specify how funds will be used.

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

- ☒ Yes
☐ No

G. Performance Measurement Systems

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

1. Project Objectives

Please check one of the following to identify the specific objective of the program or project for which CDBG funds are being requested.

(The selection should reflect the purpose of your agency'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 for the outcome of the specific program or project for which CDBG funds are being requested.

(The selection should reflect the result your agency 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. The following documents must be included with your application:

Village of Arlington Heights
2020-2021 CDBG Grant Application

All Applications:

- ☒ Copy of your organization's submitted 2017 Illinois Charitable Organization Annual Report Form AG990-IL *
(This is a two-page document. Please do not submit the federal form.) **NA**
- ☒ The agency's current overall budget. **See www.vah.com**
- ☒ The current budget for the program project for which CDBG funds are being requested (no applicable for new programs of projects. **See www.vah.com**
- ☒ Agency's most recent completed audit (electronic copy only is required) **See www.vah.com**
- ☒ Proof of non-profit determination **NA**
- ☒ Organizational chart **See www.vah.com**

Other documents such as program brochures may be provided at the option of the applicant.

Construction/Rehabilitation, Applications Only:

- ☒ Proposed construction/rehabilitation schedule. Please note that construction/rehabilitation projects should be completed by August 1, 2021, if possible. Funding availability may be extended to September 30, 2021 due to weather or other unavoidable delays.

- ☐ Cost and Design Assistance Estimates: Please provide a cost estimate for the project.

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 may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs. Applicants are encourage to submit at least one cost estimate from a knowledgeable contractor with the application. Three cost estimates are encouraged. Ask the contractors to make recommendations to provide additional short-term construction and/or long-term maintenance cost savings. Review the estimates, select a project cost, add a minimum 10% contingency, and then add that amount to the total project cost on the Application Summary Sheet. An official Request for Proposals may be required for each grantee prior to grant award.

Public Service, Applications Only, if applicable:

- ☐ If applicable, provide a copy of the program or project fee scholarship or schedule (ex. sliding scale schedule that determines the amount of CDBG-funded assistance received based on the client's income).

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: VAH Public Infrastructure Program

Project Location: Village of Arlington Heights

Amount of CDBG Funds Requested: \$150,000

Brief Description of Program or Project: Public Infrastructure Improvements

Contact Information

Organization Name: Village of Arlington Heights

DUNS (Dun and Bradstreet) Number: 072318629
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Nora Boyer, Housing Planner

Signature: Nora Boyer

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.

Mailing Address 1: 33 S Arlington Heights Road

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Fax Number: 847-368-5988

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 or Project

1. Project Description

Describe the program or project for which funds are requested. Include the purpose or the program or project and clientele to be served. Explain any new or increased levels of service that would be provided by the organization if this program/project receives CDBG funding. If the project has several components, please prioritize the key elements of the proposal.

Under this program, the Village will undertake public improvement projects. Projects may include, but are not limited to those indicated below.

- Street resurfacing or other infrastructure improvements in low/moderate income areas.

The Village reserves the option to undertake other public improvement of public facilities projects that meet the requirements of the federal CDBG program.

2. Previous CDBG Funding

Has your organization received CDBG funds from the Village of Arlington Heights in any of the past 10 years? If yes, list the year(s), amount(s) and purposes of the funding. Include the project address if funds were used for the purchase or rehab of property or structures.

<u>Year</u>	<u>Amount</u>	<u>Purpose and (if applicable) Address</u>
2019/2020	192,800	Street resurfacing
2018/2019	\$150,000	Street resurfacing
2017/18	\$150,000	Street Resurfacing – Portions of Windsor, Prindle, and Gibbons; and

B. Service Area

1. Provide a brief description your agency's service area.

The service area is the Village of Arlington Heights.

2. Describe any additional criteria for the program or project.

CDBG funding must be used for the benefit of low and moderate income persons. Public infrastructure projects will be done in low/moderate income areas or for the benefit of persons presumed under HUD regulations to be low/moderate income. Public facilities projects will also comply with the objective of the CDBG program to benefit low and moderate income persons.

3. What facilities, services, or programs does the agency operate in Arlington Heights?

Full range of municipal services.

4. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No.

C. Program/Project and Client Statistics

1. Complete the following table for persons assisted by the specific program or project for which the agency is applying for CDBG funds. If the agency administers one type of service, complete the table for all persons assisted by the agency.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served with CDBG Funds
October 1, 2018 – September 30, 2019	2,000	2,000	2,000
October 1, 2019 – September 30, 2020	TBD	TBD	TBD
October 1, 2020 – September 30, 2021	TBD	TBD	TBD

Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$44,250	50,600	56,900	63,200	68,300	73,350	78,400	83,450

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

2. If your agency receives the CDBG funds for which you are applying, how many new or additional Arlington Heights residents could you serve in the 2020-2020 program year?
TBD when the specific projects to be funded are identified.

3. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

1. Total number of staff employed by agency 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 agency?

23 years

E. Fees and Funding Sources

1. Describe any client fees collected and how they are used.*:

\$0

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

F. Estimated Program/Project Budget for the Program Year

1. Resources: Show all of the anticipated revenue (including the requested Village CDBG funds) that the agency anticipates using for this specific program or project during the 2020-2021 program year:

Anticipated Resource	Total Anticipated Program/Project Recourses
2020-2021 VAH CDBG Grant Request	\$150,000
Section 108 Loan Guarantee	\$
HOME Funds	\$
ESG Funds	\$
HOPWA Funds	\$
Appalachian Regional Commission	\$
Other Federal Funds	\$
State Funds	\$
Other Local Funds	\$
Private Funds	\$
Program Income (client fees)	\$
Other Funding Please Specify:	\$
Total Anticipated Revenue for Program/Project	\$ 150,000

Village of Arlington Heights
2020-2021 CDBG Grant Application

2. Expenses. Indicate how CDBG funds are proposed to be used for the specific program or project during the 2020-2021 program year:

Use of CDBG Funds	Total Program or Project Expenses (Column a.)	Anticipated Amounts to be Spent for the Benefit of Arlington Heights Residents (Column b.)	Anticipated Amounts of Village CDBG funds to be Spent for the Benefit Low and Moderate Income Arlington Height Residents (Column c.)
Payroll costs for direct client service hours	\$	\$	\$ *
All other payroll cost	\$	\$	\$0*
Other (non-payroll) direct client service costs Explain: <u>Primarily construction costs</u>	\$ 150,000	\$ 150,000	\$150,000
Other administrative and indirect client service costs Explain:	\$	\$	\$0*
If the agency expects that it would invoice the Village for CDBG funds on a per unit basis (per night of service, per enrollment fee, etc.), provide the totals on this line.	\$	\$	\$ **
Totals (Columns a, b & c)	\$ 150,000	\$ 150,000	\$ 150,000***

* Village CDBG funds may only be used for payroll costs for the hours that employees provided direct client services to CDBG-eligible low and moderate income Arlington Heights residents and for other direct benefits to CDBG-eligible low and moderate income Arlington Heights residents. Time sheets documenting staff hours and pay rates for direct client services hours and receipts will be required.

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

(Select one)

- ☐ Yes
☒ No

If so, please specify how funds will be used.

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

- ☒ Yes
☐ No

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify the specific objective of the program or project for which CDBG funds are being requested.

(The selection should reflect the purpose of your agency'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 for the outcome of the specific program or project for which CDBG funds are being requested.

(The selection should reflect the result your agency 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

Village of Arlington Heights
2020-2021 CDBG Grant Application

1. The following documents **must be included** with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 Illinois Charitable Organization Annual Report Form AG990-IL *
(This is a two-page document. Please do not submit the federal form.) **NA**
- ☒ The agency's current overall budget. **See www.vah.com**
- ☒ The current budget for the program project for which CDBG funds are being requested (no applicable for new programs of projects. **See www.vah.com**
- ☒ Agency's most recent completed audit (electronic copy only is required) **See www.vah.com**
- ☒ Proof of non-profit determination **NA**
- ☒ Organizational chart **See www.vah.com**

Other documents such as program brochures may be provided at the option of the applicant.

Construction/Rehabilitation, Applications Only:

- ☒ Proposed construction/rehabilitation schedule. Please note that construction/rehabilitation projects should be completed by August 1, 2021, if possible. Funding availability may be extended to September 30, 2021 due to weather or other unavoidable delays.

Public Improvements would be put out for bid in early spring 2021 and completed by late July 2021.

- ☐ Cost and Design Assistance Estimates: Please provide a cost estimate for the project.

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 may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs. Applicants are encourage to submit at least one cost estimate from a knowledgeable contractor with the application. Three cost estimates are encouraged. Ask the contractors to make recommendations to provide additional short-term construction and/or long-term maintenance cost savings. Review the estimates, select a project cost, add a minimum 10% contingency, and then add that amount to the total project cost on the Application Summary Sheet. An official Request for Proposals may be required for each grantee prior to grant award.

Public Service, Applications Only, if applicable:

- ☐ If applicable, provide a copy of the program or project fee scholarship or schedule (ex. sliding scale schedule that determines the amount of CDBG-funded assistance received based on the client's income).

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: VAH Public Facilities Program
Project Location: Village of Arlington Heights
Amount of CDBG Funds Requested: \$50,000
Brief Description of Program or Project: Public Facility Improvements

Contact Information

Organization Name: Village of Arlington Heights
DUNS (Dun and Bradstreet) Number: 072318629
(A DUNS Number is required to receive federal funding)
Contact Name, Title: Nora Boyer, Housing Planner

Signature: Nora Boyer

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.

Mailing Address 1: 33 S Arlington Heights Road
Mailing Address 2:
City, State, Zip: Arlington Heights, IL 60005
Telephone Number: 847-368-5214
Fax Number: 847-368-5988
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 or Project

1. Project Description

Describe the program or project for which funds are requested. Include the purpose or the program or project and clientele to be served. Explain any new or increased levels of service that would be provided by the organization if this program/project receives CDBG funding. If the project has several components, please prioritize the key elements of the proposal.

Under this program, the Village will undertake public facility projects. Projects may include, but are not limited to those indicated below.

- Improvements to buildings serving CDBG-eligible persons (ex. Senior Center).

The Village reserves the option to undertake other public improvement of public facilities projects that meet the requirements of the federal CDBG program.

2. Previous CDBG Funding

Has your organization received CDBG funds from the Village of Arlington Heights in any of the past 10 years? If yes, list the year(s), amount(s) and purposes of the funding. Include the project address if funds were used for the purchase or rehab of property or structures.

<u>Year</u>	<u>Amount</u>	<u>Purpose and (if applicable) Address</u>
2019/2020	3,000	Senior Center Stop Sign
2018/2019	\$51,100	Senior Center Video Security System
2017/2018	\$14,600	Senior Center Video Security System

B. Service Area

1. Provide a brief description your agency's service area.

The service area is the Village of Arlington Heights.

2. Describe any additional criteria for the program or project.

CDBG funding must be used for the benefit of low and moderate income persons. Public infrastructure projects will be done in low/moderate income areas or for the benefit of persons presumed under HUD regulations to be low/moderate income. Public facilities projects will also comply with the objective of the CDBG program to benefit low and moderate income persons.

3. What facilities, services, or programs does the agency operate in Arlington Heights?

Full range of municipal services.

4. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No.

C. Program/Project and Client Statistics

1. Complete the following table for persons assisted by the specific program or project for which the agency is applying for CDBG funds. If the agency administers one type of service, complete the table for all persons assisted by the agency.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served with CDBG Funds
October 1, 2018 – September 30, 2019	11,100	11,100	11,100
October 1, 2019 – September 30, 2020 estimate	10,000	10,000	10,000
October 1, 2020 – September 30, 2021	TBD	TBD	TBD

Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$44,250	50,600	56,900	63,200	68,300	73,350	78,400	83,450

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

2. If your agency receives the CDBG funds for which you are applying, how many new or additional Arlington Heights residents could you serve in the 2020-2020 program year?
TBD when the specific projects to be funded are identified.

3. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

1. Total number of staff employed by agency 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 agency?

23 years

E. Fees and Funding Sources

1. Describe any client fees collected and how they are used.*:

\$0

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

F. Estimated Program/Project Budget for the Program Year

1. Resources: Show all of the anticipated revenue (including the requested Village CDBG funds) that the agency anticipates using for this specific program or project during the 2020-2021 program year:

Anticipated Resource	Total Anticipated Program/Project Recourses
2020-2021 VAH CDBG Grant Request	\$50,000
Section 108 Loan Guarantee	\$
HOME Funds	\$
ESG Funds	\$
HOPWA Funds	\$
Appalachian Regional Commission	\$
Other Federal Funds	\$
State Funds	\$
Other Local Funds	\$
Private Funds	\$
Program Income (client fees)	\$
Other Funding Please Specify:	\$
Total Anticipated Revenue for Program/Project	\$ 50,000

Village of Arlington Heights
2020-2021 CDBG Grant Application

2. Expenses. Indicate how CDBG funds are proposed to be used for the specific program or project during the 2020-2021 program year:

Use of CDBG Funds	Total Program or Project Expenses (Column a.)	Anticipated Amounts to be Spent for the Benefit of Arlington Heights Residents (Column b.)	Anticipated Amounts of Village CDBG funds to be Spent for the Benefit Low and Moderate Income Arlington Height Residents (Column c.)
Payroll costs for direct client service hours	\$	\$	\$ *
All other payroll cost	\$	\$	\$0*
Other (non-payroll) direct client service costs Explain: <u>Primarily construction costs</u>	\$ 50,000	\$ 50,000	\$50,000
Other administrative and indirect client service costs Explain:	\$	\$	\$0*
If the agency expects that it would invoice the Village for CDBG funds on a per unit basis (per night of service, per enrollment fee, etc.), provide the totals on this line.	\$	\$	\$ **
Totals (Columns a, b & c)	\$ 50,000	\$ 50,000	\$ 50,000***

* Village CDBG funds may only be used for payroll costs for the hours that employees provided direct client services to CDBG-eligible low and moderate income Arlington Heights residents and for other direct benefits to CDBG-eligible low and moderate income Arlington Heights residents. Time sheets documenting staff hours and pay rates for direct client services hours and receipts will be required.

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

(Select one)

- ☐ Yes
☒ No

If so, please specify how funds will be used.

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

- ☒ Yes
☐ No

G. Performance Measurement Systems

1. Project Objectives

Please check one of the following to identify the specific objective of the program or project for which CDBG funds are being requested.

(The selection should reflect the purpose of your agency'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 for the outcome of the specific program or project for which CDBG funds are being requested.

(The selection should reflect the result your agency 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

Village of Arlington Heights
2020-2021 CDBG Grant Application

1. The following documents **must be included** with your application:

All Applications:

- ☒ Copy of your organization's submitted 2017 Illinois Charitable Organization Annual Report Form AG990-IL *
(This is a two-page document. Please do not submit the federal form.) **NA**
- ☒ The agency's current overall budget. **See www.vah.com**
- ☒ The current budget for the program project for which CDBG funds are being requested (no applicable for new programs of projects. **See www.vah.com**
- ☒ Agency's most recent completed audit (electronic copy only is required) **See www.vah.com**
- ☒ Proof of non-profit determination **NA**
- ☒ Organizational chart **See www.vah.com**

Other documents such as program brochures may be provided at the option of the applicant.

Construction/Rehabilitation, Applications Only:

- ☒ Proposed construction/rehabilitation schedule. Please note that construction/rehabilitation projects should be completed by August 1, 2021, if possible. Funding availability may be extended to September 30, 2021 due to weather or other unavoidable delays.

Public Improvements would be put out for bid in early spring 2021 and completed by late July 2021.

- ☐ Cost and Design Assistance Estimates: Please provide a cost estimate for the project.

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 may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs. Applicants are encourage to submit at least one cost estimate from a knowledgeable contractor with the application. Three cost estimates are encouraged. Ask the contractors to make recommendations to provide additional short-term construction and/or long-term maintenance cost savings. Review the estimates, select a project cost, add a minimum 10% contingency, and then add that amount to the total project cost on the Application Summary Sheet. An official Request for Proposals may be required for each grantee prior to grant award.

Public Service, Applications Only, if applicable:

- ☐ If applicable, provide a copy of the program or project fee scholarship or schedule (ex. sliding scale schedule that determines the amount of CDBG-funded assistance received based on the client's income).

Application Summary Sheet

Arlington Heights Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: VAH CDBG Program Administration

Project Location: Village of Arlington Heights

Amount of CDBG Funds Requested: \$65,000 (For construction/rehab requests, include a 10% contingency amount)

Brief Description of Program or Project: CDBG funds would be used to manage and operate the CDBG program

Contact Information

Organization Name: Village of Arlington Heights – Housing Commission

DUNS (Dun and Bradstreet) Number: 072318629
(A DUNS Number is required to receive federal funding)

Contact Name, Title: Nora Boyer, Housing Planner

Signature: _____ Nora Boyer

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.

Mailing Address 1: 33 S Arlington Heights Road

Mailing Address 2:

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-368-5214

Fax Number: 847-368-5988

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 or Project

1. Project Description

Describe the program or project for which funds are requested. Include the purpose or the program or project and clientele to be served. Explain any new or increased levels of service that would be provided by the organization if this program/project receives CDBG funding. If the project has several components, please prioritize the key elements of the proposal.

Funding would be used for the costs associated with administering the CDBG program. This includes salary costs for complying with federal application and reporting requirements of the program. It also includes staff hours for managing grants to subrecipients and the implementation of projects undertaken by the Village. Other "soft costs" such as audit costs, the costs of public notifications, etc. are also included under this request.

2. Previous CDBG Funding

Has your organization received CDBG funds from the Village of Arlington Heights in any of the past 10 years? If yes, list the year(s), amount(s) and purposes of the funding. Include the project address if funds were used for the purchase or rehab of property or structures.

The past 10 years allocations were as follows:

<u>Year</u>	<u>Amount</u>	<u>Purpose and (if applicable) Address</u>
2019/2020	\$63,000	Administration of the CDBG Program
2018/2019	\$65,000	Administration of the CDBG Program
2017/18	\$65,000	Administration of the CDBG Program
2016/17	\$60,000	Administration of the CDBG Program
2015/16	\$58,000	Administration of the CDBG Program
2014/15	\$58,500	Administration of the CDBG Program
2013/14	\$58,500	Administration of the CDBG Program
2012/13	\$58,545	Administration of the CDBG Program
2011/12	\$67,200	Administration of the CDBG Program
2010/11	\$67,200	Administration of the CDBG Program
2009/10	\$67,100	Administration of the CDBG Program

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

The maximum cap for administrative costs is 20% of the CDBG grant amount in the given year plus the program income received (from the repayment of Single Family Rehab Loan) during that year.

B. Service Area

1. Provide a brief description your agency's service area.

Village of Arlington Heights

2. Describe any additional criteria for the program or project.

The use of funds and CDBG program must comply with the federal laws and regulations.

3. What facilities, services, or programs does the agency operate in Arlington Heights?

Full range of municipal services.

4. Are there other agencies in the same service area that provide the same service? If so, what agency or agencies provide(s) similar services?

No.

C. Program/Project and Client Statistics

1. Complete the following table for persons assisted by the specific program or project for which the agency is applying for CDBG funds. If the agency administers one type of service, complete the table for all persons assisted by the agency.

	Total Persons Served	Total Arlington Heights Residents Served	Total Arlington Heights Residents Served with CDBG Funds
October 1, 2018 – September 30, 2019	Na	Na	Na
October 1, 2019 – September 30, 2020	Na	Na	Na
October 1, 2020 – September 30, 2021	Na	Na	Na

Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$44,250	50,600	56,900	63,200	68,300	73,350	78,400	83,450

NOTE: Household income is the total income of all household members 18 years old or older who contribute to the household. The extremely low, very low, and low income limits are based on Median Family Income, in which a householder has one or more other persons living in the same household who are related to the householder by birth, marriage, or adoption.

2. If your agency receives the CDBG funds for which you are applying, how many new or additional Arlington Heights residents could you serve in the 2020-2021 program year?

Na

3. Would this program exist without CDBG funding?

(Select one)

- ☐ Yes
☒ No

D. Staff for Funded Program

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

- a. Full-time 1
- 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 agency?

23 years

E. Fees and Funding Sources

1. Describe any client fees collected and how they are used.*:

NA

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

F. Estimated Program/Project Budget for the Program Year

1. Resources: Show all of the anticipated revenue (including the requested Village CDBG funds) that the agency anticipates using for this specific program or project during the 2018-2019 program year:

Anticipated Resource	Total Anticipated Program/Project Recourses
2020-2021 VAH CDBG Grant Request	\$ 65,000
Section 108 Loan Guarantee	\$
HOME Funds	\$
ESG Funds	\$
HOPWA Funds	\$
Appalachian Regional Commission	\$
Other Federal Funds	\$
State Funds	\$
Other Local Funds	\$
Private Funds	\$
Program Income (client fees)	\$
Other Funding Please Specify:	\$
Total Anticipated Revenue for Program/Project	\$ 65,000

Village of Arlington Heights
2020-2021 CDBG Grant Application

2. Expenses. Indicate how CDBG funds are proposed to be used for the specific program or project during the 2020-2021 program year:

Use of CDBG Funds	Total Program or Project Expenses (Column a.)	Anticipated Amounts to be Spent for the Benefit of Arlington Heights Residents (Column b.)	Anticipated Amounts of Village CDBG funds to be Spent for the Benefit Low and Moderate Income Arlington Height Residents (Column c.)
CDBG Administrative salary and other costs	\$65,000	\$65,000	\$65,000
Payroll costs for direct client service hours	\$	\$	\$ *
All other payroll cost	\$	\$	\$
Other (non-payroll) direct client service costs Explain:	\$	\$	\$
Other administrative and indirect client serve costs Explain:	\$	\$	\$
If the agency expects that it would invoice the Village for CDBG funds on a per unit basis (per night of service, per enrollment fee, etc.), provide the totals on this line.	\$	\$	\$
Totals (Columns a, b & c)	\$ 65,000	\$ 65,000	\$ 65,000

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

(Select one)

- ☐ Yes
☒ No

If so, please specify how funds will be used.

4. Does your agency receive more than \$750,000 in federal funds?

(Select one)

- ☒ Yes
☐ No

G. Performance Measurement Systems - NA

1. Project Objectives

**Village of Arlington Heights
2020-2021 CDBG Grant Application**

Please check one of the following to identify the specific objective of the program or project for which CDBG funds are being requested.

(The selection should reflect the purpose of your agency'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 for the outcome of the specific program or project for which CDBG funds are being requested.

(The selection should reflect the result your agency 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. The following documents must be included with your application:

All Applications:

Village of Arlington Heights
2020-2021 CDBG Grant Application

- ☒ Copy of your organization's submitted 2019 Illinois Charitable Organization Annual Report Form AG990-IL *
(This is a two-page document. Please do not submit the federal form.) **NA**
- ☒ The agency's current overall budget. **See www.vah.com**
- ☒ The current budget for the program project for which CDBG funds are being requested (no applicable for new programs of projects. **See www.vah.com**
- ☒ Agency's most recent completed audit (electronic copy only is required) **See www.vah.com**
- ☒ Proof of non-profit determination **NA**
- ☒ Organizational chart **See www.vah.com**

Other documents such as program brochures may be provided at the option of the applicant.

Construction/Rehabilitation, Applications Only:

- ☐ Proposed construction/rehabilitation schedule. Please note that construction/rehabilitation projects should be completed by August 1, 2021, if possible. Funding availability may be extended to September 30, 2021 due to weather or other unavoidable delays.

- ☐ Cost and Design Assistance Estimates: Please provide a cost estimate for the project.

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 may be subject to Federal Labor Standards and Davis-Bacon Act prevailing wages, which should be taken into account when estimating the project costs. Applicants are encourage to submit at least one cost estimate from a knowledgeable contractor with the application. Three cost estimates are encouraged. Ask the contractors to make recommendations to provide additional short-term construction and/or long-term maintenance cost savings. Review the estimates, select a project cost, add a minimum 10% contingency, and then add that amount to the total project cost on the Application Summary Sheet. An official Request for Proposals may be required for each grantee prior to grant award.

Public Service, Applications Only, if applicable:

- ☐ If applicable, provide a copy of the program or project fee scholarship or schedule (ex. sliding scale schedule that determines the amount of CDBG-funded assistance received based on the client's income).



Committee-of-the-Whole
6/8/2020

Item: Community Development Block Grant - COVID-19 (CDBG-CV) Funding

Department: Planning & Community Development

In response to the COVID-19 pandemic, the federal government has allocated an additional \$164,062 in CDBG funds to the Village of Arlington Heights. These CDBG-COVID-19 (CDBG-CV) funds are to be used by the Village to respond to COVID-19-related needs.

In order to utilize these funds in a timely manner, the Village Board must approve an amendment to the Village's Citizen Participation Plan Amendment to add certain public participation processes and waivers approved by HUD. Also, the Village Board must approve a 2019 Annual Action Plan Substantial Amendment to explain how the Village will use the CDBG-CV funds.

Proposed	
Summary - Proposed Uses of CDBG-CV Funds	Allocation
<u>Housing Assistance</u> (rent or mortgage) to be provided to Arlington Heights residents who meet the CDBG low/moderate income guidelines and are unable to pay their rent or mortgage due to loss of income (ex. layoff or reduction in work hours) resulting from COVID-19.	\$110,000
<u>Counseling subsidy</u> to be provided Arlington Heights residents meeting CDBG low/moderate income guidelines who are in need of counseling services due to mental health issues related to the COVID-19 virus.	\$15,000
<u>Other Public service</u> to be provided through CDBG subrecipients agencies for activities that were approved for regular CDBG funds under the Village's 2019 Annual Action Plan or public services to be provided through the Village's Department of Health and Human Services.	\$39,062
Total	\$164,062

All of the proposed uses of CDBG-CV funds fall under the CDBG goal of public services. It is proposed in the draft substantial amendment to the 2019 Annual Action Plan that one activity, CDBG-CV Public Services, be added to the 2019 Annual Action Plan funded at \$164,062 with the three categories of services above provided as examples of uses for the funds. Setting up one activity would allow the Village to reallocate funds among uses under the general public services category by local action without delaying the Village's response due to having to again amend the 2019 Annual Action Plan.

As required under the HUD waivers concerning the CDBG-CV funds, the proposed amendments to the Citizen Participation Plan and the substantial amendment to the 2019 Annual Action Plan were made available for a 5-day public comment period.

The amendments to the Citizen Participation Plan and substantial amendments to the 2019 Annual Action Plan are presented for discussion by the Village Board at its Committee of the Whole meeting on June 8, 2020. Pending the outcome of this discussion, the amendments to the Citizen Participation Plan and substantial amendments 2019 Annual Action Plan are tentatively scheduled for adoption by the Village Board on June 15, 2020.

RECOMMENDATION

It is recommended that the Committee of the Whole recommend to the Village Board for approval at the June 15, 2020 Village Board meeting: 1) the proposed changes to the Village's Citizen Participation Plan; 2) the proposed substantial amendment to the 2019 Annual Action Plan that allocates the CDBG-CV funds for public services, and 3) an amendment to the 2020 Village of Arlington Heights budget to include \$164,062 in CDBG-CV revenue in Account 215-0000-41147-00 and CDBG-CV Public Services budgeted expenditures in account 215-4102-522.41-08.

ATTACHMENTS:

Description	Type
Citizen Participation Plan Amendment	Exhibits
2019 Annual Action Plan Substantial Amendment	Exhibits
Agency Responses to COVID-19 needs	Exhibits

CITIZEN PARTICIPATION PLAN

Proposed June 2020 amendments highlighted in yellow.

The Village of Arlington Heights encourages the active involvement of citizens in the development and evaluation of the Village's Consolidated Plan. Citizens, non-profit organizations, and other interested persons are offered the opportunity to review and comment on the proposed Consolidated Plan, any substantial amendments to the Consolidated Plan, annual performance reports, etc. and are invited to apply for Community Development Block Grant funding for eligible activities.

Participation

The Village of Arlington Heights will take action to encourage the participation of all citizens, including minorities and non-English speaking persons as well as persons with mobility, visual or hearing impairments in all stages of the development of the Consolidated Plan and its related activities. The Village especially will solicit the involvement of persons of extremely low-, low-, and moderate-income, including those living in areas where housing and community development funds may be spent. Participation of low- and moderate-income persons will be sought by contacting groups and agencies that work with or provide services to low- and moderate-income persons or are active in areas of minority concentration of the concentration of non-English speaking residents. Also, information about the development of the Consolidated Plan will be sent to public and assisted housing developments and local and regional institutions and organizations.

Access to Information

Adequate, timely notification will be provided so that citizens can attend local meetings and public forums as follows:

For public hearings required by federal regulations, public notices will be published in the Daily Herald, the newspaper of local circulation, at least 15 days before the date of the public hearing.

The Village assures that citizens will be furnished pertinent information. Before the Consolidated Plan is adopted, information that includes the amount of assistance expected to be received and the range of activities that may be undertaken will be made available. This information will include amounts proposed to be used for the benefit of low- and moderate-income people and plans to be followed to minimize displacement and to assist persons displaced (if any) as a result of funded activities.

Anti-Displacement

The Village of Arlington Heights does not expect any displacement to occur as a result of its CDBG-funded activities. In the unlikely event that there is displacement, the Village will publish an amendment to its Consolidated Plan outlining the levels of assistance available to persons affected. Should displacement occur, the Village of Arlington Heights will follow the requirements of the Uniform Relocation and Real Property Acquisition Policies Act (URA) and Section 104(d) of the Housing and Community Development Act.

Publishing of Plan

The Village will publish the proposed Consolidated Plan and invite citizen comment. A reasonable number of free copies of the Consolidated Plan will be made available to individuals and groups

that request them. Copies of the draft and final Consolidated Plan will be sent to the State of Illinois and Cook County, IL. Persons interested in receiving documents, including the Citizen Participation Plan, proposed and final versions of the Consolidated Plan, and the annual performance reports may write or telephone the Village of Arlington Heights' Department of Planning & Community Development:

Department of Planning & Community Development
33 S. Arlington Heights Road
Arlington Heights, IL 60005
Telephone: 847-368-5200
Fax: 847-368-5988
Text Telephone (TTY): 847-368-5794
Email: planning@vah.com

The proposed Consolidated Plan will be made available for review at the following locations:

Wheeling Township
1616 N Arlington Heights Road
Arlington Heights, IL 60004

Elk Grove Township
600 Landmeier Road
Elk Grove Village, IL 60007

Arlington Heights Memorial Library
500 N Dunton Avenue
Arlington Heights, IL 60004

Additionally, public notices in the Daily Herald newspaper will be published when the Consolidated Plan is proposed, is proposed to be substantially amended, and when the annual performance report has been prepared, so that citizens may review these documents and comment. However, with respect to substantial amendments related to the CDBG-Covid-19 (CDBG-CV) grant public notice will be posted only on the Village's website.

Prior to submission of the Consolidated Plan and any substantial amendments to HUD, the Village will provide for a period of not less than 30 days or other minimum number of days as permitted by the federal government (ex. For CDBG-Covid-19 (CDBG-CV) funds HUD has approved a waiver reducing the minimum public comment period to 5 days) to receive comments from the public.

Public Hearings

A minimum of two public hearings, conducted at two different stages of the program year, will be announced and held by the Village to address housing and community development needs, development of proposed activities, and review of program performance. One of the public hearings will be scheduled prior to the publication of the proposed Consolidated Plan.

Public hearings generally will be scheduled during evening hours at Village Hall, 33 S. Arlington Heights Road, Arlington Heights, IL. Village Hall is wheelchair accessible to persons with disabilities.

Provision will be arranged for any non-English speaking persons or persons with disabilities who wish to participate in the public hearings. If non-English speaking persons wish to comment at a public hearing, and if a request for assistance is made at least five working days before the public hearing, the Village will arrange for translation. With notice, the Village will arrange to have a sign language interpreter or a real time captionist available for the hearing impaired. Requests should be directed to the Village's Department of Planning & Community Development at (847) 368-5200.

Notice of Hearings

Notices of the public hearings will be published in the Daily Herald newspaper at least 15 days in advance of such hearing. The topic of the hearing will be included in the announcement. **When possible, Additionally,** notices of public hearings will be mailed to individuals, public housing agencies, and organizations on the interested persons' mailing list. Anyone may request to be placed on the list at any time. **Notices will not be direct mailed when such mailings are not advised such as during the Covid-19 pandemic period.**

When it is not possible or prudent to hold in-person public hearings (ex. during the COVID-19 pandemic), virtual public hearings may be held rather than in-person public hearings. Such virtual public hearings shall comply with HUD requirements. Notice of such public hearing shall be published in the Daily Herald newspaper a minimum of 15 days prior to the public hearing or other lesser time period as permitted by HUD.

Access to Meetings

Public hearings generally will be scheduled during evening hours at Village Hall, 33 S. Arlington Heights Road, Arlington Heights, IL. The building is accessible to persons with disabilities. There is ample parking available. So long as the Village continues to televise Village Board meetings, at least one public hearing will be televised on the public access cable television station. **Information concerning participation in virtual meetings will be provided on the Village's website.**

Comments

The proposed Consolidated Plan and substantial amendments thereto will be subject to a minimum 30-day public comment period **or other minimum number of days as permitted by the HUD (ex. For CDBG-COVID-19 (CDBG-CV) funds HUD has approved a waiver reducing the minimum public comment period to 5 days).** Performance reports will be subject to a minimum 15-day public comment period. Any comments on the Consolidated Plan, substantial amendments thereto, or the performance report received in writing or orally will be considered by staff. A summary of these citizen comments or views, including a summary of any comments or views not accepted and the reasons therefore, will be attached to the final document submitted to HUD.

Substantial Amendments

An amendment to the Consolidated Plan will be considered a substantial amendment when the Village decides:

1. Not to carry out an activity described in the Consolidated Plan;

2. To carry out an activity not previously described in the Consolidated Plan; or
3. To make a substantial change in the purpose, scope, location, or beneficiaries of an activity. For this purpose, a substantial amendment will be defined as a modification requiring review by the Village Board where 25% of the annual grant allocation is affected. For the CDBG-CV grant(s) a substantial change will be defined as a modification that would result in allocating funds to a new Consolidated Plan goal (ex. housing, infrastructure, public facilities, etc.). Reallocating CDBG-CV funds among activities under a Consolidated Plan goal (ex. public services) shall not be considered to be a substantial amendment.

All substantial amendments must meet the procedural requirements of the applicable federal regulations or waivers of regulations, such as activity eligibility, public hearing, 30-day public comment period or, etc. prior to adoption. Notification of substantial amendments will be made to HUD. A summary of any comments received on the substantial amendment, made in writing or orally including any comments of views not accepted and the reasons therefore, will be attached to the substantial amendment.

Performance Reports

The Village will provide citizens with reasonable notice and an opportunity to comment on performance reports. The Village will publish notices in the Daily Herald when performance reports are available for public comment and will allow a 15-day public comment period prior to submission to HUD. Any comments received from the public will be included with the performance report submission to HUD.

Availability to the Public

The Village will make the Consolidated Plan, substantial amendments, and performance reports available to residents and other interested parties for review. These documents may be viewed at the Department of Planning & Community Development (see address below) during regular business hours. Additionally, a reasonable number of fee copies will be provided to individuals and groups requesting copies. Digital copies will also be provided upon request. These documents may be requested from:

Department of Planning & Community Development
33 S. Arlington Height Road
Arlington Heights, IL 60005
Telephone: 847-368-5200
Email: Planning@vah.com
Text Telephone (TTY): 368-5794

Access to Records

Citizens will have access to records for the preceding five years pertaining to the Consolidated Plan. Persons wishing to review records may do so at the Department of Planning & Community Development during regular business hours. Confidentiality with respect to beneficiaries of programs contained in the Consolidated Plan will be maintained to the extent allowed by law.

Technical Assistance

The Village will provide technical assistance to any individual or group representing low- and moderate-income persons requesting assistance in developing a proposal for funding under the Consolidated Plan. The Village will determine the types and levels of assistance that is appropriate in each case.

Complaints

The Village will respond in writing within 15 working days, where practicable, of receipt of a complaint relative to the Consolidated Plan, substantial amendments, performance reports, or any activities there under.

Executive Summary

June 2020 substantial amendments to the 2019 Annual Action Plan are highlighted in yellow.

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

1. Introduction

Purpose: The purpose of the Annual Action Plan is to describe the housing and community development goals that the Village plans to address during the program year and how it will utilize its Community Development Block Grant (CDBG) funds to address those goals.

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 intends to address its goals in the areas of homeowner unit preservation, rental housing preservation, homeless services, public facilities, public services, infrastructure and planning and administration.

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) funds since 1974. For 44 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 US Department of Housing and Urban Development.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Village held a public hearing on June 10, 2019 and held a second public hearing on July 15, 2019 during the development of the Annual Action Plan. The Village also made the draft Annual Action Plan available for a 30-day public comment period. Public notices of the public hearings and availability of the draft Annual Action Plan are published via a notices in the Daily Herald newspaper and through announcements directly mailed to persons and organizations of the Village's CDBG "interested persons" mailing list.

With respect to the Village's CDBG Covid 19 (CDBG-CV) funding, the Village sought information from Village departments and the Village's 2019 CDBG subrecipients on the needs they were experiencing related to the Covid 19 virus. The Village will follow HUD procedures in amending its Citizen Participation Plan and 2019 Annual Action Plan utilizing the HUD waivers associated with the Covid 19 funds. A minimum 5-day public comment period will be offered for the Covid 19-related amendments to the Citizen Participation Plan and substantial amendments to the 2019 Annual Action Plan as required by HUD.

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.

The minutes of the June 10, 2019 and July 15, 2019 public hearing are posted on the Village's website. Comments made during the 30 day public comment period were included in materials sent to the Village Board for the July 15, 2019 public hearing and are attached to this Annual Action Plan.

To be completed following the minimum 5-day public comment period on the proposed amendments to the Citizen Participation Plan and the proposed amendments (contained herein) to the 2019 Annual Action Plan for the CDBG-CV funds.

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

All comments were received and considered. Comments were received regarding the lack of funding for Northwest Compass in the public services budget. The commenters were informed that there was insufficient funds to provide public service funding to a new agency in this program year. The Village Board was informed about the comments but did not change the public services budget to fund NW Compass due to limited funding for public services.

7. Summary

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

Consolidated Plan Public Contact Information

Nora A. Boyer, Housing Planner

33 S Arlington Heights Rd.

Village of Arlington Heights, IL

847-368-5214 or nboyer@vah.com

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

1. Introduction

The Village held two public hearings, one on June 10, 2019 and a second on July 15, 2019 concerning the 2019 Annual Action Plan. The draft 2019 Annual Action Plan, including the CDBG budget, was made available for a 30-day public comment period. Public hearings and the public comment period are advertised in the local newspaper and mailings are sent to all of the individuals and entities on the CDBG “interested persons” mailing list.

The Village is consulting with its 2019 Annual Action Plan subrecipients regarding Covid 19 needs prior to the adoption of amendments to its Citizen Participation Plan and 2019 Annual Action Plan related to the Village’s CDBG-CV funding.

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 of Arlington Heights has regular, on-going contact with the Housing Authority of Cook County, the public and assisted housing provider for the Village of Arlington Heights. Arlington Heights has its own Department of Health and Human Services that is in ongoing contact with other government health agencies such as the Cook County Department of Public Health and the Illinois Department of Public Health. Relationships are maintained with social service agencies through CDBG funding and through various group and individual professional contacts between the Village and those 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 maintains communication with the homeless service providers in the area including Journeys|The Road Home, Northwest Compass and the WINGS Program, Inc. Village departments involved in this coordination are the Department of Planning and Community Development, Department of Health and Human Services Department, and the Police Department.

The Village keeps informed with respect to Continuum of Care activities through emails and minutes of AHAND (Association of Homeless Advocates in the North/Northwest District) which is a coordinating entity of the Alliance to End Homelessness in Suburban Cook County and operates in an area the includes Arlington Heights.

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 does not receive 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?	2019 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 Department of Planning & Community Development has an ongoing dialogue with other departments of the Village with respect to community needs and with respect to services being provided by the Village and by local non-profit agencies. Village departments and commissions are also involved in submitting grant applications.
2	Agency/Group/Organization	COOK COUNTY
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	2019 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 Village joined the Cook County HOME Consortium effective October 1, 2016. The Village coordinates with Cook County on the submission of Annual Action Plans.
3	Agency/Group/Organization	Housing Authority of Cook County (HACC)
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	2019 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 Village works regularly with the Cook County Housing Authority. The Cook County Housing Authority recently completed a total renovation of the Albert Goedke Apartments in Arlington Heights.

4	Agency/Group/Organization	TOWNSHIP HIGH SCHOOL DISTRICT 214 COMMUNITY EDUCATION FOUNDATION
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	2019 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 District 214 Education Foundation provides educational programs for community residents, some of which are targeted toward the needs of low and moderate-income residents. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
5	Agency/Group/Organization	Faith Community Homes
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	2019 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?	Faith Community Homes is a non-profit agency that provides housing subsidies and mentoring (financial, educational, employment, etc.) for families with children that are at risk of homelessness. Faith Community Homes has been a subrecipient agency of the Village of Arlington Heights, and communication with this agency is on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan.

6	Agency/Group/Organization	Northwest Center Against Sexual Assault
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	2019 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 Northwest Center Against Sexual Assault is a non-profit organization that provides specialized counseling, crisis intervention, and advocacy services for person who are victims of sexual assault. Northwest CASA has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
7	Agency/Group/Organization	Children's Advocacy Center
	Agency/Group/Organization Type	Services-Children Services - Victims
	What section of the Plan was addressed by Consultation?	2019 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 Children's Advocacy Center provides direct client services for child victims of sexual assault, severe physical abuse, witnesses to domestic violence, and their families. The Children's Advocacy Center has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
8	Agency/Group/Organization	WINGS
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	2019 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 WINGS Program, Inc. provides housing and wide variety of supportive services to victims of domestic violence and homelessness. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
9	Agency/Group/Organization	RESOURCES FOR COMMUNITY LIVING
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2019 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?	Resources for Community Living assists persons with disabilities in securing and maintaining private housing. The agency provides a variety of services to assist its clients in maintaining private housing and to be integrated successfully in the community. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan.
10	Agency/Group/Organization	Escorted Transportation Services - Northwest
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2019 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?	This non-profit agency provides seniors with transportation by volunteers to medical appointments. Escorted Transportation Northwest has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
11	Agency/Group/Organization	Suburban Primary Health Care Council
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	2019 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?	This agency provides subsidies for health care for low-income persons who are uninsured or are under insured. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
12	Agency/Group/Organization	JOURNEYS-THE ROAD HOME
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	2019 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?	Journeys The Road Home provides a wide variety of homeless and homeless prevention programs. The agency operates and emergency shelter program (PADS), the HOPE Center (homeless day center), and five transitional housing units through its Pathway Development Institute Housing Readiness Program. Journeys has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been ongoing. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
13	Agency/Group/Organization	ARLINGTON HEIGHTS PARK DISTRICT
	Agency/Group/Organization Type	Services-Children Other government - Local

	What section of the Plan was addressed by Consultation?	2019 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 Arlington Heights Park District provides before and after school childcare for elementary school children at their own schools. Since the program was founded, the Village has provided CDBG subsidies for low and moderate-income families who use the program in order for the parents to maintain employment. The Park District has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been on-going. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
14	Agency/Group/Organization	Life Span
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services - Victims
	What section of the Plan was addressed by Consultation?	2019 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?	Life Span provides services to women who are survivors of domestic violence. Life Span has been a subrecipient agency of the Village of Arlington Heights. Communication with this agency has been ongoing. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan.

15	Agency/Group/Organization	NORTHWEST COMPASS (2017 - A)
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	2019 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?	Northwest Compass provides emergency assistance, support, and assistance to low and moderate income person. They have an emphasis on serving youth and veterans experiencing or at risk of experiencing homelessness. In March 2019, Village staff met with representatives of Northwest Compass to discuss the services offered by the agency and their plan to submit a CDBG application for the 2019 program year. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.

16	Agency/Group/Organization	Shelter Inc.
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	2019 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?	Shelter, Inc. provides shelter in Arlington Heights to men 17-21 years of age who are homeless and have aged out of the child welfare system. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
17	Agency/Group/Organization	LITTLE CITY FOUNDATION
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2019 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?	Little City Foundation provides services for persons with developmental disabilities including two (CILA) homes in Arlington Heights. The agency has been a recipient of Village CDBG funds, and discussion regarding the needs and the needs of its clients are ongoing. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.

18	Agency/Group/Organization	Clearbrook
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2019 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?	Clearbrook provides services for persons with disabilities. The agency operates group (CILA) homes in Arlington Heights. The agency has been a recipient of Village CDBG funds, and discussion regarding the agency's needs and the needs of its clients are ongoing. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
19	Agency/Group/Organization	Alexian Brothers Center for Mental Health
	Agency/Group/Organization Type	Housing Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	2019 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?	Alexian Brothers provides mental health services and housing for persons with disabilities in Arlington Heights. The agency has been a recipient of Village CDBG funds, and discussion regarding the needs of its clients are ongoing. This agency submitted a grant application for program year 2019 and presented its grant application at a public hearing on June 10, 2019. The agency was invited to make any other comments on the 2019 Annual Action Plan. In April 2020, the agency was asked to provide information on the Covid 19-related needs of their clients.
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Identify any Agency Types not consulted and provide rationale for not consulting

The Village operates an open consultation process. The Village maintains a mailing list of persons and agencies that have expressed interest in participating in the Consolidated Plan/Annual Action Plan process. The mailing list contains approximately 80 persons and agencies. Notices concerning the availability of grant applications, the two public hearings, and the 30-day public comment period on the draft Annual Action Plan are mailed to the individuals and groups on the mailing list. Some of the individuals and groups participate in the process, including those identified above. Others choose not to participate in the consultation process. No individuals or agencies are intentionally not consulted.

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 goals of the Alliance to End Homelessness in Suburban Cook County address the homeless needs identified in the Strategic Plan.
Village of Arlington Heights Comprehensive Plan	Village of Arlington Heights	The Comprehensive Plan contains a section regarding housing. The goals of the Comprehensive Plan are consistent with the goals of the Consolidated Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Multi-Family Affordable Housing Toolkit	Village of Arlington Heights	The policies contained in this Toolkit explain the number of affordable housing units that the Village expects developers to provide in new or substantially modified for-sale residential developments. An option is provided whereby developers may pay a fee-in-lieu of providing affordable units, although the Village Board has expressed a preference that affordable units be provided rather than the fee-in-lieu option being selected. Funds collected are deposited in the Village's Affordable Housing Trust Fund to be used to maintain existing affordable housing units and create new affordable units.
Affordable Rental Housing Guidelines	Village of Arlington Heights	The policies contained in these Guidelines explain the number of affordable units that the Village expects developers to provide in new or substantially modified rental residential developments. An option is provided whereby developers may pay a fee-in-lieu of providing the affordable units, although the Village Board has expressed a preference that affordable units be provided rather than the fee-in-lieu option being selected.. Funds collected are deposited in the Village's Affordable Housing Trust Fund to be used to maintain existing affordable units or create new affordable units.
Arlington Heights Affordable Housing Trust Fund	Village of Arlington Heights	The Village has created an Affordable Housing Trust Fund to be used to maintain and/or create affordable housing with an emphasis on creating permanently affordable housing.
Homes for a Changing Region	Chicago Metropolitan Agency for Planning	The Homes for a Changing Region report includes data on housing needs and includes recommendations for strategies for each of the member communities of the Northwest Suburban Housing Collaborative and the 5-community area as a whole. The goals in the Strategic Plan are consistent with the needs and strategies in the Homes for a Changing Region report.
Senior Housing Needs Assessment	Northwest Suburban Housing Collaborative	The Senior Housing Needs Assessment includes and analysis of senior housing needs in each of the 5 member communities of the Northwest Suburban Housing Collaborative and the 5-community area as a whole. The goals of the Strategic Plan are consistent with the needs and recommended strategies in the Senior Housing Needs Assessment.
Go to 2040 and On to 2025	Chicago Metropolitan Agency for Planning	The goals of the Strategic Plan are consistent with the Go to 2040 and On to 2050 Regional Plans for the Chicago Metropolitan Area.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Planning for Progress	Cook County, IL	This is a strategic planning process which led to the development of the Cook County Consolidated Plan and Comprehensive Economic Development Strategy. The planning efforts included countywide and sub-regional goals and plans for the future of housing and community and economic development throughout the Cook County.
Public Housing Plan	Cook County Housing Authority	The Village reviewed the Housing Authority's Plan with respect to public housing in Arlington Heights. The Village's Strategic Plan supports the Housing Authority's plan to renovate and modernize the public housing building in Arlington Heights including increasing the number of accessible units.

Table 3 - Other local / regional / federal planning efforts

Narrative

None

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

With respect to the Annual Action Plan, the Village held a public hearing on June 10, 2019 and held a second public hearing on July 15, 2019 during the program year. The draft of the Annual Action Plan has been made available for a 30-day public comment period. The Village publishes and mails notices regarding the public hearings and the availability of the draft Annual Action Plan for comment. Input from grant applicants and the Village's other partners impacts goal-setting by helping to identify priorities.

With respect to the Village's CDBG-CV funds, the Village reached out to relevant departments and its 2019 subrecipients for information on their experiences and client needs related to the Covid 19 virus. This outreach was done via email in order to reduce risk of exposure through direct mail. Responses were considered in the evaluation and prioritization of needs to be addressed with CDBG-CV funds.

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	Newspaper Ad	Non-targeted/broad community	A newspaper notice was published concerning the availability of the 2019 CDBG Grant Application and due date. Notices were also mailed to persons on the CDBG mailing list, a notice was published on the Village website, and emails were sent to all applicants that applied for CDBG funds for the 2019 CDBG program year.	21 CDBG grant applications were received.	None	www.vah.com

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	Newspaper Ad	Non-targeted/broad community	On May 23, 2019, a newspaper notice was published concerning the 2019 Annual Action Plan scheduled for June 10, 2019. Notices were also mailed to persons on the CDBG mailing list, and emails were sent to Program Year 2019 applicants for CDBG funds.	CDBG grant applications were presented. The minutes of the June 10, 2019 Committee of the Whole meeting are available to the public.	None	www.vah.com

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)
3	Newspaper Ad	Non-targeted/broad community	A newspaper notice was published on June 12, 2019 concerning the 30-day public comment period for the 2019 Annual Action Plan. Notices were also mailed to persons on the CDBG mailing list. A notice was also posted on the Village's website.	Comments were received asking the Village to include an allocation to Northwest Compass, which was not included in the draft 2019 CDBG budget. The representative of Global Executive Council asked how to continue to be involved in the Annual Action Plan process. A letter of appreciation was received from the Little City Foundation. Written comments are attached to the draft 2019 Annual Action Plan.	None	

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)
4	Newspaper Ad	Non-targeted/broad community	A newspaper notice was published concerning the 2019 Annual Action Plan public hearing scheduled for July 15, 2019. Notices were also mailed to persons on the CDBG mailing list and an announcement appeared on the Village website.	None	None	
5	Public Hearing	Non-targeted/broad community	A Public Hearing was held before the Village Board's Committee of the Whole on June 10, 2019.	Minutes of the meeting are available on the Village website.	None	
6	Public Hearing	Non-targeted/broad community	A Public Hearing was held on July 15, 2019 at a meeting of the Village Board of Trustees.	Minutes of the meeting are available on the Village website. No public comments were received.	None	

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)
7	Email	Village 2019 Annual Action Plan Subrecipients	All 2019 Annual Action Plan Subrecipients were asked to provide information to the Village concerning the Covid 19-related needs of their clients	Comments varied and responses are attached to this 2019 Annual Action Plan Amendment	None	www.vah.com
8	Website Announcement	Non-targeted/broad community	A notice will be published on the Village's website concerning the proposed amendments to the Citizen Participation Plan and 2019 Annual Action Plan pertaining to the Village's CDBG-CV grant.	Comments will be attached to this 2019 Annual Action Plan substantial amendment	To be completed	www.vah.com

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)
8	Village Board meeting	Non-targeted/broad community	The amendments to the Citizen Participation Plan and substantial amendment to the 2019 Annual Action Plan will be discussed by the Village Board on June 8, 2020 and are expected to be adopted on June 15, 2020.	To be completed	To be completed	www.vah.com

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Village's FFY 2019 (Program year 2019 - 2020) CDBG entitlement allocation is \$269,344. Program year 2019 is the last year remaining in the 5-year Consolidated Plan (FFY 2015-2019).

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	269,344	50,000	182,243	501,587	0	2019 is the final year of the 2015-2019 Consolidated Plan.

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: \$		
Other CDBG-CV	public-federal	Public Services	164,062	0	0	164,062	0	The CARES Act included a supplemental allocation of CDBG funds to be used for Covid 19 virus related needs. The Village will approve allocation of the CDBG-CV funds under the 2019 Annual Action Plan. The deadline for expending CDBG-CV funds is September 30, 2022.

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 to leverage many sources of other funds. Sub-recipient agencies receiving CDBG funding frequently site receiving Village/CDBG support of their programs as beneficial to them when seeking other public and private 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 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 publically owned land or property located within the jurisdiction that may be used to address the needs

identified in the plan

At this time, no publically owned land or property located within the jurisdiction has been identified to address the needs identified in the plan.

Discussion

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	2015	2019	Affordable Housing	Village of Arlington Heights, IL	Affordable Housing Other Special Housing/Non-Homeless Needs	CDBG: \$50,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit
2	Rental Unit Preservation	2015	2019	Affordable Housing Public Housing	Village of Arlington Heights, IL	Affordable Housing Public Facilities	CDBG: \$13,960	Rental units rehabilitated: 4 Household Housing Unit
3	Homeless Services	2015	2019	Homeless	Village of Arlington Heights, IL	Homelessness	CDBG: \$4,500	Public service activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted
4	Public Facilities	2015	2017	Non-Homeless Special Needs Non-Housing Community Development	Village of Arlington Heights, IL	Public Facilities	CDBG: \$137,377	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Services	2015	2019	Non-Housing Community Development	Village of Arlington Heights, IL	Public Service Needs	CDBG: \$39,950 CDBG-CV \$164,062	Public service activities other than Low/Moderate Income Housing Benefit: 450 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 80 households Public service activities other than for Low/Moderate Income Housing Benefit: 20 persons
6	Planning and Administration	2015	2019	Planning and Administration	Village of Arlington Heights, IL	Planning & Administration	CDBG: \$63,000	Other: 0 Other
7	Infrastructure	2015	2019	Non-Housing Community Development	Village of Arlington Heights, IL	Infrastructure	CDBG: \$192,800	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Homeowner Unit Preservation
	Goal Description	NA
2	Goal Name	Rental Unit Preservation
	Goal Description	NA
3	Goal Name	Homeless Services
	Goal Description	NA
4	Goal Name	Public Facilities
	Goal Description	NA
5	Goal Name	Public Services
	Goal Description	NA
6	Goal Name	Planning and Administration
	Goal Description	NA
7	Goal Name	Infrastructure
	Goal Description	None

AP-35 Projects - 91.420, 91.220(d)

Introduction

The Village CDBG program for 2019-2020 includes the following projects.

#	Project Name
1	Faith Community Homes
2	District 214 Community Education
3	Northwest Center Against Sexual Assault
4	Childrens Advocacy Center
5	WINGS Program Inc
6	Resources for Community Living
7	Escorted Transportation Service Northwest
8	Suburban Primary Health Care Council
9	Journeys The Road Home
10	Arlington Heights Park District Children at Play
11	Life Span
12	Alexian Brothers Center for Mental Health
13	Journeys The Road Home - Capital Project
14	Single Family Rehabilitation Loan Program
15	Group Home and Transitional Housing Acquisition and Rehab Program
16	Public Infrastructure
17	Public Facilities
18	CDBG Administration

Table 7 – Project Information

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

AP-38 Project Summary
Project Summary Information

1	Project Name	Faith Community Homes
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$2,500
	Description	Faith Community Homes provides supportive services to low income working families with children living in Arlington heights to help them obtain stable housing and work toward financial stability. Families are assisted for 2 years during which time they work with staff and volunteer mentors to develop and implement steps to lead to financial self-sufficiency.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	Families with children are provided with services through this program. The expected number of beneficiaries at the requested grant amount is 18.
	Location Description	na
	Planned Activities	
2	Project Name	District 214 Community Education
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$1,500
	Description	Beginning English as a Second Language lessons are provided every Thursday from 12:30 - 3:00 pm for 34 weeks to eligible non-native speakers of English. This project fills the gap for beginning ESL learners who are not advanced enough in their English skills for the existing ESL programs offered at the Arlington Heights Memorial Library.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	na

	Planned Activities	This program provides instruction to individuals. The expected number of beneficiaries at the requested grant amount is 20.
3	Project Name	Northwest Center Against Sexual Assault
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$2,500
	Description	This agency provides services to persons who are victims of sexual abuse and sexual assault.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 40.
	Location Description	na
4	Planned Activities	CDBG funds would be used to pay salary costs of staff providing direct client services to eligible Arlington Heights residents.
	Project Name	Childrens Advocacy Center
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$2,500
	Description	The Childrens Advocacy Center of North and Northwest Suburban Cook County provides direct client services for child victims of sexual assault and sever physical abuse, witnesses to domestic violence, and their families. Services are provided through the Center's CASA, Family Supportive Services, and Safe From the Start Programs.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 68.
	Location Description	na

	Planned Activities	
5	Project Name	WINGS Program Inc
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeless Services
	Needs Addressed	Homelessness
	Funding	CDBG: \$6,000
	Description	The WINGS Program provides housing and supportive services to persons who are victims of domestic violence or are homeless. Emergency shelter and services are provided at the agency's Safe House.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 15.
	Location Description	The Safe House domestic violence and homeless shelter address is suppressed in order to protect the safety of persons receiving assistance.
	Planned Activities	CDBG funds would be used to reimburse the agency for direct client service costs for providing shelter and services to eligible Arlington Heights residents. In past years, the agency has been reimbursed on a cost per night of service basis.
6	Project Name	Resources for Community Living
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$5,000

	Description	RCL offers affordable housing and individualized support services for adults with developmental and/or physical disabilities. The primary goal of these services is to assist persons with disabilities to live in their own homes and apartments rather than in group homes and institutional settings. Services provided include money management, cooking, using public transportation safely, vocational training, community involvement and other skills necessary for living on one's own. Monthly social activities, social group training, and rent subsidies are also available.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 6.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay salary costs of staff that provide direct client services to eligible Arlington Heights residents.
7	Project Name	Escorted Transportation Service Northwest
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$3,500
	Description	This program provides senior citizens with transportation to medical appointments. The agency is run by a small staff, and the transportation is provided by screened and trained volunteer drivers.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 166.
	Location Description	na
	Planned Activities	
8	Project Name	Suburban Primary Health Care Council
	Target Area	Village of Arlington Heights, IL

	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$4,337
	Description	The Suburban Primary Health Care Council's Access to Care program provides access to primary medical care to income eligible person who are uninsured or under insured. Covered services include office visits to a primary care physician, routine lab tests, x-rays and prescription drugs. Services are provided by local physicians and other service providers who are under contract and paid by the Suburban Primary Health Care Council at discounted rates.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 15.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay the per person enrollment fee for income-eligible Arlington Heights residents who are enrolled in the program.
9	Project Name	Journeys The Road Home
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeless Services
	Needs Addressed	Homelessness
	Funding	CDBG: \$4,500
	Description	JOURNEYS The Road Home provides comprehensive wrap-around services for homeless and at-risk individuals from Arlington Heights and 36 neighboring communities in the north and northwest suburbs. JOURNEYS is the only emergency shelter provider in the area. The Day Center program provides vital counseling and services to the homeless and at-risk individuals. CDBG funds were used support agency salary costs of agency workers providing direct client services.
	Target Date	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 60.
	Location Description	na
	Planned Activities	CDBG funds would be used support agency salary costs of agency workers providing direct client services to eligible Arlington Height residents.
10	Project Name	Arlington Heights Park District Children at Play
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$9,113
	Description	This project involves providing child care subsidies for income eligible families with children participating in the Park District's before and after school program. The amount of the scholarship for each child is determined on a sliding scale based on household income.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 21.
	Location Description	na
	Planned Activities	CDBG funds would be used to pay all or a portion of the fees assessed by the Park District for the childcare. The amount of the scholarship for each child is determined on a sliding scale based on household income.
11	Project Name	Life Span
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding	CDBG: \$3,000

	Description	Lifespan provides legal and counseling services to victims of domestic violence and their children. Arlington Heights clients will receive counseling for survivors, counseling for their children who have been exposed to domestic violence. Criminal court advocates work with clients and clients receive legal representation in order of protection law cases.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 75.
	Location Description	na
	Planned Activities	CDBG funds would be used for salary costs of staff providing direct client services to eligible Arlington Heights residents.
12	Project Name	Alexian Brothers Center for Mental Health
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Rental Unit Preservation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$13,960
	Description	Renovation at an apartment buildings owned by the agency to eliminate storm water flooding into the basement which is a health hazard to the residents and potential structural hazard.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 8 but this number is subject to change when specific projects are identified.
	Location Description	Apartment building on Northwest Highway
	Planned Activities	Installation of storm water drainage system to prevent basement flooding.
13	Project Name	Journeys The Road Home - Capital Project
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities

	Funding	CDBG: \$28,000
	Description	New construction of a homeless services facility. This project will only proceed with Village CDBG funding if it is a joint project with the other Northwest suburban CDBG Entitlement communities and Cook County. If this does not come together as a joint project, these allocated funds will be reallocated to another or other public facility or infrastructure projects.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 60 during the 2019 program year.
	Location Description	1140 E Northwest Highway, Palatine, IL
	Planned Activities	New construction of a building to house administration, services and transitional housing.
14	Project Name	Single Family Rehabilitation Loan Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeowner Unit Preservation
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$50,000
	Description	Renovation to homes owned by low/moderate income persons in the form of 0% interest, deferred loans.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 2 moderate income households.
	Location Description	not known
	Planned Activities	Home renovations.
15	Project Name	Group Home and Transitional Housing Acquisition and Rehab Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities

	Funding	CDBG: \$76,900
	Description	This program makes grant funds available for the renovation on group homes for persons with disabilities.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 30.
	Location Description	to be determined
	Planned Activities	Group home acquisition or rehab.
16	Project Name	Public Infrastructure
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Infrastructure
	Needs Addressed	Infrastructure
	Funding	CDBG: \$192,800
	Description	Projects to provide improved infrastructure (ex. street resurfacing, sidewalk replacement, handicapped accessibility or other improvements) in low/moderate income areas of the Village or for the benefit of persons (ex. persons with disabilities) who are low/moderate income or presumed to be low/moderate income. Priorities and specific projects will be identified during the program year. Projects under this category in the past few years included street resurfacing. Funds may be re-budgeted between public infrastructure of public facilities projects with funding transferred as necessary between these two goals as needed according to priorities set by the Village.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 60 during the 2019 program year.
	Location Description	to be determined
	Planned Activities	Public Infrastructure projects (ex. street resurfacing).
	Project Name	Public Facilities

17	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities
	Needs Addressed	Public Facilities
	Funding	CDBG: \$32,477
	Description	Projects to provide improved public facilities that may be owned by the Village or a non-profit organization where services and opportunities are made available to low/moderate income persons. Priorities and specific projects will be identified during the program year. Projects under this category in the past few years have included improvements to the Village-owned Senior Center and improvements to the Childrens Advocacy Center Main Service Center in Hoffman Estates. Funds may be re-budgeted between public infrastructure of public facilities projects with funding transferred as necessary between these two goals as needed according to priorities set by the Village.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The expected number of beneficiaries at the requested grant amount is 60 during the 2019 program year.
	Location Description	to be determined
	Planned Activities	Public Facility renovation.
	Project Name	CDBG Administration
18	Target Area	Village of Arlington Heights, IL
	Goals Supported	Planning and Administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$63,000
	Description	Administrative functions related to the CDBG program.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	na
	Location Description	na

	Planned Activities	Administrative and planning activities related to the Consolidated Plan and Annual Action Plan.
CDBG-CV		
19	Project Name	CV - Public Services in Response to Coronavirus
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$164,062
	Description	Funds will be used for public services in response to the Coronavirus including housing assistance (rent and mortgage payments), counseling subsidies, and other public service needs. Activities may be administered by the Village or Arlington Heights or subrecipient non-profit agencies. Estimated expenditures are \$110,000 for housing assistance, \$15,000 for counseling subsidies and \$30,062 for other public services. However, costs under these activities may change depending on the public service demands in the community.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	100 households
	Location Description	na
	Planned Activities	Funds will be used for public services in response to the Coronavirus such as rent assistance, counseling subsidies, expansion of services by 2019 subrecipients and other public services.

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

The Village of Arlington Heights is not allocating investments geographically.

Geographic Distribution

Target Area	Percentage of Funds
Village of Arlington Heights, IL	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Discussion

Not applicable.

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 policy seeking to include affordable units in new housing developments or substantially rehabilitated developments.

Another barrier to affordable housing is a lack of sufficient funds to address problems. The Village will plan for how to use funds collected into its new Affordable Housing Trust Fund to preserve and create affordable housing.

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 has adopted Multi-Family Affordable Housing Guidelines for For-Sale and Rental Housing that call upon developers of Planned Unit Developments, or who are proposing amendments to Planned Unit Development, to explain how their projects are responsive to the Village's goal to explore and promote the creation of affordable private housing. The Village distributes a Multi-Family Affordable Housing Guidelines to inform developers with respect to the Village's expectations concerning the percentage of affordable housing units the Village expects to be included in developments. Actual numbers of affordable housing units, or fees paid in lieu of providing affordable housing units, are negotiated on a case-by-case basis due to the uniqueness of each development.

The Village is working on a Housing Needs and Trends report. Production of this report is one of the Village Board current strategic priorities.

The Village has a Housing Commission that 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 insure that the rental housing stock is well maintained and safe. Many of the 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 staff and commissions will continue to monitor and evaluate barriers to affordable housing in Arlington Heights.

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

Introduction

Below are actions the Village intends to take during the program year.

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.

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 dwindling State and Federal funds for housing assistance and other affordable housing programs. The Housing Planner will track 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 continue to implement its inclusionary housing guidelines, as contained in the Multi-Family Affordable Housing Toolkit and Multi-Family Affordable Rental Housing Toolkit, intended to result in affordable units in new construction residential projects or contributions to 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, including at the Backstretch at Arlington Park, to improve housing and living environments.

No units are expected to be lost from 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 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

The Village of Arlington Heights is an entitlement jurisdiction for the CDBG program. As such information is provided below concerning program specific requirements for the CDBG program.

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

The Village has budgeted all program income that it has received as of the submission of the Consolidated Plan. No additional program income is scheduled to be received, although program income could be received from the repayment of past years' Single-Family Rehabilitation Loans. It is not possible to predict whether or when such loans will be repaid. The Village does not receive any of the other types of income listed above.

No projects are expected to be funded on the basis of urgent need. 100% of CDBG funds are budgeted to be used for activities benefitting low- and moderate-income persons including Planning and Administration.

Attachments

To be attached to 2019 Annual Action Plan Amendment

HUD Standard Form SF424

HUD Standard Form SF424D

HUD Certifications

Public comment

Agency emails about Covid-19 needs

Citizen Participation Comments

To be completed

Amita Health – Alexian Brothers Center for Mental Health

4/21/2020

We have been very lucky in a lot of ways and haven't had a lot of increased expenses due to COVID. We have had to purchase some lock bags for staff to be able to work from home (a few hundred dollars). We have had some additional cleaning expenses at both our residential centers where we wanted to provide a more detailed cleaning due to COVID (about \$1500).

We are seeing a need in our communities for rent assistance and paying other bills

For the rest, the biggest impact we have as been a decrease in revenue for the center. With us having to discontinue some services that were just not safe in the current COVID landscape.

Hope this helps and let me know if I can answer any additional questions

Mari Brzostowski MS, LCPC

Executive Director

Alexian Brothers Center for Mental Health

3436 N. Kennicott Ave

Arlington Heights, IL 60004

847.952.7475

Fax 847.222.1754

AMITAhealth.org

Clearbrook

4/29/2020

Ms. Boyer,

Clearbrook Programs and Services have been impacted by the COVID-19 pandemic on many different levels. Attached is a spreadsheet outlining the costs we have incurred and some of the initiatives/projects we are planning to complete in preparation to reopen our sites.

We would appreciate any financial assistance the Village of Arlington Heights could provide in reopening our sites - building modifications/bathroom equipment and construction projects.

Please let me know if you have any questions or concerns.

Thanks,

Don Frick
Vice President of Operations

Clearbrook - Arlington Heights COVID-19

		Incurred Expense	Future Expense
	PPE - Equipment and Cleaning		
	Medical Supplies - PPE	\$23,602.00	\$50,000.00
	Housekeeping/Equipment	\$12,814.00	\$20,000.00
	Cleaning Contractors	\$4,042.00	\$30,000.00
	Modifications to receptionist area		
	- Install plexiglass barrier		\$1,500.00
	Modifications to bathroom		
	- Touchless Faucets/Power - (10)		\$4,000.00
	- Touchless Paper Towel Dispenses/Hand Dryers - (7)		\$2,800.00
	- Touchless Soap Dispensers - (7)		\$350.00
	- Touchless Hand Sanitizer Dispensers - (7)		\$350.00
	Communication		
	- Zoom Accounts	\$750.00	
	- Conference Calling	\$2,000.00	\$3,000.00
	- Web Cameras	\$400.00	\$600.00
	Remote Workers		
	- Laptops for Business Office (Payroll/AP/AR)	\$2,400.00	
	- Laptops for Case Management/Program Staff	\$8,000.00	\$2,000.00

	Administration Sub Total	\$54,008.00	\$114,600.00
Arlington Heights CILA Homes - (5)			
	Personal Protective Equipment	\$5,000.00	\$10,000.00
	Communication		
	- Tablets at each site to FaceTime/Skype with families	\$1,000.00	\$600.00
	Construction Project - Kennicott		
	- Remove balcony and sliding door install windows		\$3,450.00
	- Replace Front Entry Door		\$2,775.00
	CILA Home Sub Total	\$6,000.00	\$16,825.00
	Clearbrook A.H. Totals	\$60,008.00	\$131,425.00

Escorted Transportation Service, Northwest

4/24/2020

Hi Nora,

I hope you, your family and your coworkers are staying safe and well.

I'm responding to your CDBG request for information about what we're experiencing and our unmet needs. Please let me know if you need additional information.

As you know, we provide the frail elderly with rides to their medical and dental appointments. Due to the Shelter in Place orders for COVID-19, and our concern for the health and safety of our passengers and drivers, we unfortunately have had to suspend our rides, except for the rides for our dialysis patients because dialysis is a life sustaining treatment that cannot be delayed.

The health and well-being of all of our passengers and our volunteers remains a priority for us. We know our elderly passengers often live alone, and this may be a lonely and particularly anxious time for them. While our volunteers can't take them to the doctor, they are reaching out to our passengers with friendly phone calls. Not only are the calls a good way to touch base with our passengers and see how they're doing, but it also lets them know how much we care about them. During the calls, we also ask if they need anything we can help them with, like arranging for them to get groceries. Our volunteers are also appreciative of the chance to continue to provide a valuable service to their passengers.

The unmet needs are at the core of what we do. Our passengers cannot get the routine medical care they need, which may result in more serious medical issues. As part of the Shelter in Place, senior living facilities are not allowing their residents to leave and doctors are not taking appointments for non-emergency needs. Depending on how long Illinois continues to Shelter in Place, funding will become a major issue. Meeting payroll and basic fixed expenses are our biggest concern.

Anne

Anne Wall
Associate Executive Director
ETS/NW

Faith Community Homes

4/22/2020

Nora - I am sending you a report our program manager prepared for our Board last week. It will give you an idea of the challenges the families have. Financially, families are actually doing fairly well overall. We at FCH are looking at doing something quite different - providing short term rent support to families not in our 2 year program. We anticipate that there will be significant need as things get sorted out and the economy slowly regains steam. We might be able to partner with Townships and the Village. This is just in the idea and thought stage.

At any rate, here is a rundown on what families actually are experiencing- I hope this gives you info you can use:

The experiences of Faith Community Homes families during this health and economic emergency mirror what so many families throughout the country are experiencing.

Many families in Faith Community Homes have had their work hours reduced or eliminated due to closures at work. A few have seen a reduction in their child support income because the child's father is no longer working. Faith Community Homes will be paying more rent on May 1 to help these families, at the very least, stay current on rent. Additionally, Pam and I have been distributing gift cards for groceries and gas to help families with these expenses. Many of our families take advantage of food distribution through their school district and/or their Township. All families continue to receive regular communication from staff and mentors.

But what is important for all of us to keep in mind, and what we don't often hear about in the news, is that, for many people, the social and emotional stress of this crisis is just as profound as the financial strain.

All the parents in our program are now required to be teacher/supervisor/enforcer for their children's e-learning. (Luckily all the children in our program have the computer/device they need to do e-learning). Children want to run around and play. Children miss their friends and teachers. Eating and sleeping habits have changed, oftentimes for the worse. The sadness, uncertainty, and sense of loss that children experience can be manifested as anger or bad behavior, which the parent must live with 24-7 without escape. (This is true for young children as well as college students who had to move home against their will). The families in our program live in small apartments, often with an inexpensive internet package which does not offer enough wifi strength to accommodate all the devices required for both school and work. Children are more demanding of parents' time and patience, and parents are living with increased fear and uncertainty.

Below I have listed some examples of issues Faith Community Homes families have been dealing with:

Client's hours have been cut due to closure at work. Employer has applied for small business loan to maintain payroll, so client has been advised not to apply for unemployment. However, employer has no information about when the money from this loan will materialize.

Client is a caregiver in a healthcare setting and is, technically, still allowed to work. However, school and daycare center are closed so client has no one to watch the children each day. Client has not been able to work for several weeks.

Client has applied for unemployment. No funds have been received, and client has not been able to secure information about the status of the claim.

Client works in a long term care facility. Employer is no longer offering overtime (a good source of extra income for client in the past) because so many part time workers and college students are willing to pick up more hours. Client, while still employed, has lower income in March and April.

Co-worker tested positive for the virus so client had to stay at home for 14 days in self-isolation. Fortunately, client and child did not get sick.

Client has a chronic health condition that puts client in category of immune-compromised. Client is afraid to shop at grocery stores for fear of exposure, but does not have enough money to pay upcharge for grocery delivery. Client experiences fear with each visit to the grocery store.

Client's child has a clinically-diagnosed anxiety disorder. Child has not found tele-counseling to be as effective as in-person. Child's anxiety is increasing and worsening, and e-learning has become stressful and overwhelming for both child and client.

Client works in close proximity to 2 individuals who both tested positive for the virus. Client had to self-isolate in one room of the apartment. Spouse had to take off of work for 14 days to care for their children in the remaining rooms of the apartment. Client developed a fever but no breathing problems. Doctor advised client not to come in to doctor's office for testing but rather to stay home and manage fever with Tylenol. Client's health has improved but 14 days have not passed so neither parent can return to work. Both parents are technically eligible for unemployment income for this period of time, but those funds will not be received before a paycheck is needed.

Client usually receives more than \$200 per month in child support from the father of her child. This month the child support received was \$37. Client does not know if she will receive any child support money next month.

Client was due to begin court-ordered mediation with children's father in March, with the end goal of finalizing parenting plan and child support payment arrangements. Mediation is suspended until further notice.

Client is allowed to work from home. However, her young children require constant attention and supervision during the day. Client finds herself staying up late every night to get her work done. Client is exhausted. Despite having her children around all day, client is feeling more lonely and isolated than ever.

Client works at a long-term care facility and is restricted to one mask per shift. There are residents in this facility that have tested positive for the virus, and client experiences fear every day she goes to work.

Client's son with autism does not understand why he cannot go to school to see his friends and teachers. Son thrives on a routine and schedule, and the disruption to his routine has caused many problems at home.

Client's mother passed away 2 weeks ago (not from Covid, but from another health condition). No wake or funeral took place. Client is trying to manage her own grief, continue to work from home, supervise her children (who are also grieving), and start to settle her mother's affairs.

Client's pre-school daughter was due to be evaluated for speech delay in March. Evaluation is on hold until pre-school resumes. Client is concerned about the speech and learning deficits worsening while daughter is at home, away from teachers and peers.

Unfortunately, most families in our program have suffered a major set-back in the financial progress they had made during our program. Clients had planned on using their income tax refund for savings/debt reduction, and most have had to spend their refund to stay current on their operating expenses. Clients who had been using our rent subsidy to free up some money to put towards savings are seeing that savings dwindle. Luckily many people have begun to receive their stimulus checks this week, so they will have some additional money to stay current on bills. But without

knowing when school or work will resume, future plans are on-hold (plans to repair a car... pay off an old bill to bring up the credit score... save up for a more reliable car... take child's father to court to pursue child support... apply for a higher paying job...take continuing education classes...take pre-requisite classes at Harper...the list goes on)

Our goal (me, Pam, the mentors) has been to identify the family's immediate needs and to communicate our support to the families in our program. Each family received in the mail a hand-made greeting card and, separately, an Easter card, along with various gift cards. For so many years, Faith Community Homes has been a long-term solution for families wanting to achieve long-term financial stability. It is a real shift for us to focus exclusively on the short-term.

Charles Warner, Executive Director
Faith Community Homes
Inspiring Hope, Changing Lives

Northwest Compass

4/16/2020

Hi Nora,

I have been notified that the municipalities and the townships will receive additional CDBG funding. Northwest Compass wants to apply and to be considered for it especially that we are open and continue providing essentials services daily. We have an influx of new clients, ones that are facing food insecurity and a lot more, that are on the verge of homelessness or homeless since shelters are not accepting new clients. the number of calls/walk-ins requesting rent assistance continues to increase daily. Just today, we had seven clients from Arlington Hts. seeking assistance.

Please advise.

Stay safe and well!

Sonia Ivanov

Executive Director

Northwest Compass, Inc.

1300 W.Northwest Hwy., Mount Prospect, IL 60056

(847)392-2344 ext.412

sivanov@northwestcompass.org

www.northwestcompass.org

Shelter Inc.

4/27/2020

Hello Nora,

Thank you for reaching out.

Families in our Healthy Families abuse prevention program are all low-income, and most have lost their jobs. Their biggest challenges have been obtaining basic needs from food to diapers and rental assistance.

Families in our Foster Care programs share those needs, with the addition of mental health services being unobtainable. Historically, foster families needing therapy had to locate external therapists and were challenged with the cost, the lack of case management between multiple therapists, requirements of getting babysitters, scheduling appointments during their working hours, transportation, and more. The pandemic has created a barrier for services that most can't overcome, at a time when professional counseling is most critical.

For essential items, rental assistance, and any other critical needs a family may have, Shelter has established a Family Crisis Fund. We are reaching out to the community for support.

For foster care mental health services, Shelter is working to fund a new program where our own staff clinicians provide therapy sessions for individuals and conjointly as indicated, free of charge to clients.

DCFS has stated reports of child abuse have plummeted by 60% because mandated reporters are out of contact with youth. However, the CoVID-19 crisis has escalated all the triggers that cause maltreatment. Because most perpetrators are within a child's own family, youth are in lockdown with their abusers during the most dangerous time. We have been making strategic plans for the dramatically increased demand for our services once restrictions are lifted.

With the anticipated challenges associated with Illinois running out of funds, Shelter is aggressively pursuing all crisis funding opportunities. We are also expanding published information for the community regarding our 24-hotline and other resources for individuals and families in crisis.

Please feel free to contact me should you have any questions or if I can provide and further information.

With thanks and best wishes,

Pat

Patricia S. Cinquini, AGWA

Communications and Grants Manager

Shelter, Inc.

847-595-0174

Emergency Housing for Children and Adolescents

Follow us on [Facebook](#), [Twitter](#) or at [Shelter-inc.org](#)

WINGS Program, Inc.

4/3/2020

Good Morning,

I am reaching out to funders who support our Safe House. Due to COVID-19, WINGS has had to relocate our Safe House residents to a local hotel. **I am inquiring if the funds we receive from your municipality may be redistributed to cover unexpected expenses we are incurring from this unexpected and unprecedented situation and move.** WINGS is experiencing unexpected situations that are increasing costs to assist residents of the suburban Safe House such as laundry services, food (we aren't receiving our complete orders from the Greater Food Depository (no meat or fresh items), hazard pay for our frontline staff, cleaning supplies and shelter.

We have applied for funding through our CoC, but have been told there will not be enough funding for all organizations in need. On behalf of WINGS, I am requesting WINGS be authorized to utilize even a portion of funding received from your municipality to cover these additional costs.

If you would like to speak more about this with me I can be reach at 773.771.0175.

Thank you,



Luticia Fiorito, MS

Government Relations Manager

My pronouns are she/her. Tell me yours.

WINGS Program, Inc.

P.O. Box 95615 | Palatine, IL 60095

Phone: 847-519-7820 x232 | Fax: 847-519-7821

www.wingsprogram.com

4/22/2020

Good Morning Nora,

WINGS is experiencing financial concerns due to a couple of reasons as direct results of COVID-19. WINGS had two spring fundraisers, one in March and one in April, that we have had to postpone/cancel due to the order of not congregating in groups 10 people or larger – we were on track to raise approximately \$475,000 between both fundraisers. Additionally, due to COVID-19, WINGS has had to temporarily close our four resale stores; one is located in Arlington Heights. The temporary closure has negatively impacted WINGS in two ways; first it has reduced a revenue stream that brings in approximately \$175,000 per month between all four stores, secondly the impact has reduced the needed in-kind donations that are used to support our 200+ residents that are receiving services through each programs.

WINGS is currently providing shelter to 1 Arlington Heights resident and counseling to 7 Arlington Heights residents.

WINGS is in need of additional funds to support our counseling efforts to the 7 Arlington Heights residents and housing assistance for the one Arlington Heights resident. Counseling needs have increased due to the added stress and anxiety that COVID-19 has caused in individuals that are already experiencing stress induced due to domestic violence. These individuals are particularly vulnerable because they are now sheltering in place potentially in a violent environment. The one Arlington Heights resident is receiving emergency shelter in WINGS Suburban Safe House.

If you need additional information please let me know. WINGS is grateful for Arlington Heights support.
Thank you,

Luticia Fiorito, MS
Government Relations Manager
My pronouns are she/her. Tell me yours.

WINGS Program, Inc.
P.O. Box 95615 | Palatine, IL 60095
Phone: 847-519-7820 x232 | Fax: 847-519-7821
www.wingsprogram.com

Little City Foundation

4/29/2020

Hi Nora,

Thank you and the village leadership for asking about grantees needs at this time! Here is a summary of Little City's response to COVID-19 and our funding needs at this time.

Little City has responded to the COVID-19 crisis with the following actions.

1. *Prepared multiple locations to be ready to care for individuals in quarantine, including temporarily moving some residents.*
2. *Initiated extensive cleaning and disinfecting procedures along with health screening and protocol for personal protective equipment to protect residents and staff.*
3. *Re-assigned many day program staff to roles in residential settings to allow for full staff coverage of residences and to keep our staff employed to the fullest extent possible.*
4. *Created a system for centralized food preparation and distribution among all Little City residences to help manage costs, reduce the burden on residential staff, and reduce the potential for exposure to infection caused by each residence doing their own shopping (as they would normally).*
5. *Instituted new virtual supports for some families and individuals who normally receive in-person services.*
6. *Adapted many activities normally provided at our day service locations to occur in the home. For example, the Center for Fine Arts packages supplies and instructions to each residence every week.*

At this time, the needs of the people we serve are being met. However, meeting those needs in the short-term has put a tremendous financial burden on our agency and is a great cause for concern in the long-term. Little City is slightly too large to qualify for the initial Payroll Protection Program and other SBA-driven programs under the first CARES Act. We are awaiting determination for assistance under the second version of the CARES Act. So far, we have also fallen through the cracks and been denied funding from many other COVID-19-relief funding sources. Little City, and other mid-size nonprofits like us, cannot continue to carry the financial burden of this crisis indefinitely. We are most in need of unrestricted funding to allow us the flexibility to meet the needs of our organization as they arise.

Please keep us apprised of plans for how the Village of Arlington Heights plans to distribute these COVID-19 CDBG funds.

Thank you,
Julie

Julie Frankino
Grants Manager

Cell (630) 401-1508

Suburban Primary Health Care Council – Access to Care

5/7/2020

Good Morning to you both!

I know you had reached out to me separately asking about what Access to Care was experiencing due to the current pandemic. Between a combination of working remotely and technical difficulties – it does not look like my messages got back to you. So I apologize.

What we are seeing with our members is what I am sure most are seeing:

- Fear to leave their homes
- Financial difficulties

Due to the above needs, Access to Care has made a few temporary changes.

- Many of our physicians are willing to meet with our members via telephone so that their medical needs are met outside of COVID19.
- Access to Care is not terminating any of our members.
- NEW Access to Care enrollment can be done directly from our website www.accesstocare.org
- Should someone need Access to Care benefits– but does not have access to their required documentation, they will be given a 3 month “presumed eligibility” membership giving them time to gather their materials. Once submitted – they will be given membership for the remainder of the year.
- All Enrollment Fees have been waived
- Members are able to receive a 90 day prescription for the 30 day price.
- Members who are unable to afford their prescription co-payments can apply to our “Prescription Relief Fund” and receive their medication for Free.

We are unsure at this time what financial toll Access to Care may have due to the above changes, but feel that they were without a doubt necessary to continue to aid this population in need.

I hope that you and your families are both well. Please contact me directly should you have further questions. Stay Healthy!

Kimberly

Kimberly A. Mertz

Chief Operating Officer

kimberlym@accesstocare.org



Coronavirus Aid, Relief, and Economic Security (CARES) Act/Elevate Energy's service response to COVID-19

Diane,

The Coronavirus Aid, Relief, and Economic Security Act (CARES) was signed into law on March 27, 2020 and provides over \$2 trillion in relief from the economic and public health impacts of COVID-19 on the American people. *The purpose of the Act is to provide fast direct emergency assistance and health care response for individuals, families, and businesses affected by the 2020 coronavirus pandemic.*

Within this bill, \$5 billion has been allocated to the Department of Housing and Urban Development (HUD) for Community Development Block Grants to address housing instability and homelessness for residents and households struggling economically or requiring extraordinary interventions from their state and local governments. These funds are dispersed directly to some municipalities and indirectly to others via their home county. Fundable activities include those that respond to, prepare for, and prevent the economic instability that is facing our people.

We know that every community has its own concerns and needs right now. Elevate Energy is working with a number of communities and would like to know if we might be of assistance to the Village of Arlington Heights as well. We have a 20-year history of working with underserved, economically disadvantaged communities and households to provide energy efficiency and healthy home services. We have a tradition of putting people first and finding innovative ways to meet changing needs.

As this crisis has unfolded, Elevate Energy has pivoted from our work in assuring smarter energy use for all to mobilizing our network of service providers, funders and other resources in order to act boldly and swiftly to serve people in this unparalleled time of need. Our on-the-ground assistance is currently underway in the following capacities:

- **Grocery delivery:** Buying/delivering groceries to vulnerable seniors unable to leave their homes due to COVID-19 precautions. We are currently providing grocery service for over 100 seniors and other at-risk people; however, the need is so much greater.
- **Rental assistance:** Working with our affordable housing partners to disperse rental assistance to low income households. Elevate is currently working with seven Community Development Corporations and one nonprofit to provide rental assistance for 200 people.
- **Water distribution:** Delivering bottled water to anyone in need, through our network of affordable housing and/or community development partners in Chicago Amount: 180,000 Half-liter bottles (in process)
- **Water reconnection:** Currently working with three communities to assist them in water reconnection for previously disconnected services.
- **Contractor assistance:** Disseminating funds through emergency loan fund to pay employees/stabilize business during work stoppage; aimed at disadvantaged small

contractors. Elevate has developed the infrastructure to quickly disburse emergency loans to contractors, particularly those that have not been able to access the federal stimulus program.

- **Daycares in Operation (that provide services to essential service workers):** Providing food/supplies.
- **General Assistance:** Establishing bank accounts for residents with our affordable housing partners to help buy food and pay bills while helping them reduce energy costs. And, occasionally, adding capacity to nonprofits to help them apply for grants and federal support.

In addition to the above-mentioned services, we are working on providing additional services, which may include:

- Access to internet services
- Access to personal protective equipment
- Medical supply/medicine delivery
- Utility bill assistance
- Meal delivery
- Addressing immediate healthy home needs required due to longer at-home exposure

We are very interested in expanding this work by partnering with your agency to aid residents and households in fighting this pandemic. The National League of Cities, National Low Income Housing Coalition, and National Alliance to End Homelessness, who have reported that “housing instability and homelessness are two of the most significant obstacles to flattening the curve and ending the COVID-19 [pandemic](#).” Elevate Energy is proposing the development of an action plan for direct services to quickly develop strategies that directly impact resident’s health and safety by identifying and addressing housing and economic barriers.

Every community is different and will require direct service that meet their immediate needs. Those mentioned above are a sampling of ideas. More importantly, we would like to discuss with you the health and safety services needed in your community, which may or may not be listed above. ***The most effective way for us to stand in this fight against COVID-19 together is to communicate needs and create pathways to solutions.*** We are asking you to share your concerns and ideas so that we can work together to respond rapidly, prevent further spreading, and prepare communities for life during and after COVID-19.

Please let me know how Elevate Energy might be of assistance to the Village of Arlington Heights. I will follow up with you in a few days, or feel free to reach out to me via email or at 773-922-3018.

Best,
Mary Jo