



AGENDA

President and Board of Trustees

Village of Arlington Heights

Committee-of-the-Whole

Board Room

33 S. Arlington Heights Road Arlington Heights, IL 60005

May 9, 2016

7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. NEW BUSINESS

- A. Community Development Block Grant (CDBG) Budget for Program Year October 1, 2016 - September 30, 2017
- B. 2016-2017 Annual Action Plan

V. OTHER BUSINESS

VI. ADJOURNMENT

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.



Item: Community Development Block Grant (CDBG) Budget for
Program Year October 1, 2016 - September 30, 2017

Department: Planning & Community Development

BACKGROUND

Pursuant to HUD regulations, a two part hearing is required to discuss: 1) the Community Development Block Grant (CDBG) budget, and 2) the draft of the 2016 – 2017 Annual Action including the October 1, 2016 – September 30, 2017 CDBG budget.

A second public hearing will be held by the Village Board on either July 5, 2016 or July 18, 2016. This will follow the required 30-day public comment period during which the proposed 2016 - 2017 Annual Action Plan including the proposed CDBG budget will be available for public comment.

BUDGET

A summary of the CDBG grant requests is provided as "Attachment A." The Village has received 21 grant requests totaling \$514,423 of which an estimated \$406,673 can be funded. The total 2016 -2017 CDBG fund is estimated to be the sum of the following sources:

Federal 2016 Entitlement Grant:	\$249,746
Previous Year Carry-Over:	\$106,927
Projected Program Income:	<u>\$ 50,000</u>
TOTAL:	\$406,673

While the Village has the authority to fund programs totaling an estimated \$406,673, there are some HUD restrictions of which the Committee of the Whole should be aware. "Attachment B" lists the funding requests according to the program restriction categories stipulated by HUD. The following are the guidelines for the expenditure categories:

· **Public Service Activities Cap** - The maximum funding for public service activities is 15% of the sum of the Federal 2015 CDBG Entitlement Grant and the estimated prior year's (2015 - 2016) program income of approximately: **\$50,550** (rounded).

Administrative Services Cap - The maximum funding for administrative services is

20% of the sum of the 2016 Federal CDBG Entitlement Grant and anticipated FY 2015 - 2016 program income of \$50,000: **\$60,000** (rounded).

· **Brick and Mortar Projects** – If the Village elects to expend the full amounts allowed under the caps for public service activities and administration, the amount available for brick and mortar and economic development projects is the total amount of CDBG funds available for FY 2015-2016 less the amounts of the two caps: **\$296,123**.

· **Low and Moderate Income Benefit** - A minimum of 70% of the total CDBG funds for 2015-2015 must benefit low and moderate income persons: **\$285,000** (rounded).

GROUP HOME AND TRANSITIONAL HOUSING PROGRAM

For the past two years, the approved CDBG budget has included funds allocated for a Group Home and Transitional Housing Rehabilitation Program. Several agencies have individually requested CDBG funds for improvements to group homes and transitional housing units. In the past, the Village Board approved the Group Home and Transitional Housing Rehabilitation Program as an umbrella program under which the individual agency requests could be funded. The advantage of this approach versus funding each individual agency is that individual project allocations may be adjusted when final construction bids were received and additional projects may be considered during the year as funding allows.

For 2016 – 2017, the Housing Commission has again requested that the Village fund the Group Home and Transitional Housing Rehabilitation Program in the 2016-2017 fiscal year; and several individual CDBG requests have been received from agencies seeking to make improvements to their group homes.

COOK COUNTY HOME CONSORTIUM

As a result of having joined the Cook County HOME Consortium, the Village was required to align its Annual Action Plan/CDBG program and fiscal year with that of Cook County and the Federal government. This 2016 – 2017 Annual Action Plan and CDBG budget is the first full 12-month period that aligns with the Cook County and Federal budget by having an October 1st start date and September 30th completion date.

HUD GUIDELINES

As stated in prior years, HUD continues to encourage its CDBG entitlement grantees to fund fewer numbers of subrecipients at larger grant amounts rather than more subrecipients at smaller grant amounts. This recommendation is made on the basis that CDBG funding should be allocated for projects when the funding is reasonable and necessary for the projects to be viable, and it is difficult to demonstrate that small grants are necessary in order for the program/project to be offered. HUD also makes this recommendation so that the management of subrecipients does not become overly burdensome for the grantee leading which could lead to ineffective monitoring of the subrecipients.

CONCLUSION

Because HUD regulations require a 30 day public comment period prior to the adoption of the 2016 – 2017 Consolidated Plan, including the 2015 – 2016 CDBG budget, staff will be making its recommendations concerning the CDBG budget at the conclusion of this CDBG hearing. No motion is required regarding this portion of the public hearing.

ATTACHMENTS:

Description	Type
Attachment A	Exhibits
Attachment B	Exhibits
Grant Applications	Exhibits

						Attachment A
	FY 2016-2017	CDBG Requests	5-Year Consolidated	Allocation	Requests	
			Plan Priority Level	2015-2016	2016-2017	
			for CDBG funding	12-month	12-month	
			(High or Low)	period	period	
	<u>PUBLIC SERVICE REQUESTS</u>					
1)	Faith Community Homes	Supportive Housing with	High	\$1,960	\$2,500	Faith Community Homes provides supportive housing services to low income working families with children living in Arlington Heights. They provide some limited financial help with rent, but the major part of their program is 2 years of 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 residents expected to be assisted during the grant year is approximately 45.
	Charles Warner	Mentoring for Low Income				
	Executive Director	Working Families with Children				
2)	District 214 Education Foundation	Beginning English Language	High	\$1,500	\$1,500	This program serves non-native speakers of English who can benefit from beginning lessons in English Language Acquisition (ELA). They receive classroom instruction at the Arlington Heights Memorial Library (AHML) every Thursday from 12:30 - 3:30 pm for 31 weeks. The program fills the gap for beginning ELA learners who are not advanced enough in their English skills for the other existing ELA programs offered at the AHML. The number of Arlington Heights residents to be assisted during the grant year is estimated at 15.
	Community Education Foundation	Acquisition				
	Rhonda Serafin					
	Manager, Adult Education & Family Literacy					
3)	Northwest Center Against Sexual	Sexual Assault	High	\$1,960	\$2,500	Northwest CASA is requesting funds to support their specialized counseling, crisis intervention, and advocacy program for Arlington Heights residents who are victims of sexual abuse and sexual assault. The number of Arlington Heights residents expected to be assisted during the program year with Village CDBG funds is 25.
	Assault (CASA)	Intervention Program				
	Jim Huenink					
	Executive Director					
4)	Children's Advocacy Center	Child Abuse Services	High	\$1,960	\$2,500	The Children's Advocacy Center provides direct services for child victims of sexual assault and/or severe physical abuse, and witnesses to domestic violence, and their non-offending family members. CAC provides support and crisis intervention following reports of abuse or family violence, specialized child interviews, court advocacy, trauma focused counseling and support groups, and linkages to medical services. The number of Arlington Heights residents expected to be assisted during the program year is 35.
	of North and NW Cook County					
	Mark Parr, LCSW					
	Executive Director					
5)	WINGS Program, Inc.	Homeless Shelter	High	\$2,935	\$10,000	WINGS provides housing and supportive services to women and their children who are homeless due to domestic violence or other causes. CDBG funded shelter includes an emergency domestic violence shelter and transitional housing. Women in transitional and emergency shelter work on agreed-upon service plans that include moving to more permanent housing. The expected number of Arlington Heights beneficiaries during the program year is 15.
	Bea Pedersen					
	Assistant Director of Development					

						Attachment A
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			Plan Priority Level	2015-2016	2016-2017	
			for CDBG funding	12-month	12-month	
			(High or Low)	period	period	
6)	Resources for Community Living	Shared Housing for Special	High	\$2,935	\$5,000	RCL offers affordable housing options and individualized support services for adults with developmental and/or physical
	Frederick Stupen	Populations Program				disabilities. The purpose of the services is to allow persons with disabilities to live independently in homes or apartments
	Executive Director					throughout the community, reducing potential homelessness and unnecessary institutionalization.
						On April 28, 2016, RCL launched it's Financial Independence Center which will provide financial coaching services
						to disabled individuals and their families. The expected number of Arlington Heights beneficiaries during the program
						year is 36.
7)	Escorted Transportation Service NW	Escorted Transportation	High	\$2,935	\$3,500	ETS provides reliable, volunteer-based transportation services for frail, elderly adults who require assistance getting to and
	Tina Labellarte	Service - Northwest				from any medical appointment related to a senior's health and well-being, such as their medical, dental, physical therapy,
	Executive Director					lab, dialysis, x-ray and chemotherapy appointments. Passengers are picked up at their homes and driven to their appointment
						by a thoroughly screened, trained and insured volunteer driver. The volunteer stays with the senior for the duration of the
						appointment, then drives him/her home, stopping at a local pharmacy if a new prescription needs to be filled or picked up
						Each round trip lasts an average of 3 hours. Service is available Monday - Saturday, 8 am - 6 pm. A donation of \$12 per
						round trip ride is requested but not required for service. The expected number of Arlington Heights residents to benefit during
						the program year is 772 with 72 served with CDBG funding.
8)	Suburban Primary Health Care	Access to Care	High	\$9,500	\$10,000	Access to Care enables low income, uninsured or under-insured residents of Arlington Heights to receive primary health
	Venoncia M. Bate-Ambrus					care services, including physician office visits, prescription drugs, laboratory and radiology services. Members are generally
	Chief Operating Officer					enrolled for a year and may re-enroll at the end of the year if they are still eligible. The goal of the Access to Care program is
						to enroll as many eligible clients as funding will allow in order to make primary care accessible and affordable. Enrollees pay
						\$5 copays for primary care office visits as well as lab tests and x-rays. Prescriptions under the Access to Care program are
						\$15, \$30, or \$40. A grant of \$10,000 would fund 13 Arlington Heights residents.

						Attachment A
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			(High or Low)	period	period	
9)	Northwest Compass, Inc.	HYPE	High	See above	\$10,000	Through this program, NW Compass will assist homeless youth a safe place to store their belongings, emergency housing, laundry needs,
	Leroy Messenger	Helping Youth on Path to		for Day Care		access to food, limited transportation, clothing vouchers, personal hygiene items, school supplies, and basic job tools. Help with access to
	Chief Executive Officer	Empowerment		Assistance		public benefits, education, and job training will be provided. The anticipated number of Arlington Heights beneficiaries during the
				Program		program period is 10 youth.
10)	Northwest Compass, Inc.	Legacy Corps	High	\$18,500	\$10,000	Legacy Corps provides in-home respite care to the caregivers of veterans and active military families. The program also provides
	Leroy Messenger			For Day Care		events for military families, child care respite, and limited transportation assistance. Information is made available to veterans and their
	Chief Executive Officer			Assistance		families concerning services, benefits, and networks available to them. The anticipated number of Arlington Heights beneficiaries during the
				Program		program year is 20.
11)	JOURNEYS The Road Home	Homeless Services	High	\$3,900	\$4,500	Emergency Shelter Program, the HOPE Center for drop-in services such as case management, access to food panty, clothing closet, health
	Suzanne Ploger					care, mental health counseling, vocational training and housing coordination. Clients who are housing ready are provided with housing
	Director of Development					through the Pathway Housing Readiness Program. The purpose of these programs is to get homeless people off the street and prevent
						people from becoming homeless. The number of expected Arlington Heights beneficiaries during the program year is 93.
12)	Arlington Heights Park District	Children at Play Program	High	\$4,875	\$30,000	The CAP before and after school program provides a safe, recreational program at 10 elementary schools
	Alisa Kapusinski			in CDBG		within Arlington Heights. It is a cooperative venture between the Arlington Heights Park District, School Districts 21, 25 and
	Division Manager of Recreation Programs			funds plus		59 and the Village of Arlington Heights. This recreational based program provides students in grades K-5 with the
				\$29,000		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 is 25 depending on the plan they choose and level of subsidy.
				\$33,875		

						Attachment A
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			(High or Low)	period	period	
13)	Life Span	Services to Victims of	High	\$0	\$5,000	Lifespan is requesting general operating support to fund agency programming provided to residents of Arlington Heights.
	Donna Johnson	Domestic Violence and Sexual				Lifespan provides legal and counseling services to victims of domestic and sexual violence, and their children. Arlington Heights
	Grants Manager	Assault				clients receive counseling for survivors, counseling for children who are exposed to domestic violence, outreach, education, counseling
						for teens who are from violent homes and/or who self-identify as being in violent relationships. Criminal court advocates work with clients
						and clients receive legal representation in order of protection and family law cases. The number of Arlington Heights residents expected
						to benefit from services during the program year is 80 (+ outreach to 110 Hersey H.S. students/faculty)
14)	Shelter, Inc.	Healthy Families	High	\$0	\$5,000	Services are provided to first-time, at-risk parents to prevent abuse before it begins by helping them create safe and healthy
	Marci Finegood	Program				environments for their babies. Through intensive home visits, the staff teaches fundamental parenting skills such as soothing a crying baby,
	Grant Writer					stress management, effective discipline, health care and nutrition. The program is accredited by Healthy Families America.
						The anticipated number of Arlington Heights beneficiaries in the coming program year is 189.
	CONSTRUCTION REQUESTS					
15)	Clearbrook	Community Integrated Living Arrangement	High	\$12,000	\$8,000	Clearbrook has requested funds to improve one of its Community Integrated Living Arrangement (CILA) group homes for
	Michael D. Dalton	Group Home Renovation				for adults (18 years and older). Seven adults reside in this home. The funding request is for \$8,000 toward the estimated \$10,000 cost to
	Director of Operations	Driveway Replacement				replace the home's driveway.
16)	Little City Foundation	Community Integrated Living Arrangement	High	\$10,550	\$16,223	Little City Foundation owns and operates two Community Integrated Living Arrangement (CILA) homes in Arlington Heights for disabled
	Carrie Carnaghi	Group Home Renovation				persons ages 22 and older. The funding request is for the following work: 1) install overhead
	Grants Manager	Lighting and Kitchen Flooring				lighting and LED lighting in the bedrooms, living room, and dining room at group home #1; and 2) Replace light fixtures with LED lighting
						in the living room, bathrooms, kitchen, and dining room at group home #2; and 3) replace the kitchen floor at group home #2
						A total of 14 residents live at the two homes.
17)	Glenkirk	Community Integrated Living Arrangement	High	15,000	\$33,200	Glenkirk has requested funds to renovate one of its Community Integrated Living Arrangement (CILA) group homes in Arlington
	Linda Berkowitz	Group Home Renovation				Heights that houses 8 adult residents. The funding request is for funds to renovate the kitchen of the home and install a sensory room in the
	Community Resource Development Manager	Kitchen Remodel and Sensory Room				in the baseement. The total cost of the project is estimated at \$44,310 or which \$33,200 is requested from the Village.

						Attachment A
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			(High or Low)	period	period	
18)	Village of Arlington Heights	Senior Center	High	\$150,000	\$150,000	This request is for the annual allocation of \$150,000 in CDBG funds to be used to pay debt service on the bonds that were
	Senior Center	Debt Service				issued to purchase and rehabilitate the Village's Senior Center. In 1996, HUD approved a plan for the Village to use \$200,000
	Charles Witherington-Perkins					from its federal 1997 allocation and \$150,000 from its CDBG allocation for the next 19 years. This is the last year of the 20-year
	Director of Planning & Community Devt.					Senior Center CDBG financing plan.
19)	Village of Arlington Heights	Single Family Rehabilitation	High	\$101,735	\$65,000	The Single Family Rehabilitation Loan Program provides low and moderate income home owners with funds needed to make
	Charles Witherington-Perkins	Loan Program				necessary home repairs. The loans are repaid when the owners ceases to be the full-time owner/occupant of the home,
	Director of Planning & Community Devt.					most typically when the home is sold. When the funds are repaid, they are rebudgeted under the CDBG program. To date,
						Arlington Heights household have received loans totaling approximately \$4,968,000 or which \$2,800,000.
20)	Village of Arlington Heights	Group Residence/Transitional	High	\$66,815	\$80,000	This program would make funds available for the physical improvement of group homes and apartment buildings that
	Charles Witherington-Perkins	Rehabilitation Program				provide housing and supportive services to persons with disabilities and to transitional housing buildings that assist at-risk
	Director of Planning & Community Devt.					or struggling households to transition to permanent housing.
	<u>ADMINISTRATIVE REQUESTS</u>					
21)	Village of Arlington Heights	CDBG Administration/	High	\$59,940	\$60,000	Funding would be used for partial funding of the Housing Planner position and for other administrative costs (e.g. audit, public
	Charles Witherington-Perkins	Audit/Legal Notice Costs				notices, etc.) incurred in connection with administering the CDBG program.
	Director of Planning & Community Devt.					
					\$514,423	

FY 2010/2011
PUBLIC SERVICE REQUESTS

1 Township H.S. Dist. 214
Community Education Foundation
Michael S. Field
Director of Community Education

2 Children's Advocacy Center
Mark Parr, LCSW
Executive Director

3 Greater Wheeling Area Youth
Outreach, Inc.
Philip Herman
Executive Director



CDBG REQUESTS

Allocations 2009-2010

Beginning English as a Second
Language Instruction

\$2,000

\$1,000 CDBG &

\$1,000 CDBG-R

Child Abuse Services

\$1,000

Dream Maker's Program
and Summer Adventure Camp South

\$3,000

\$2,000 CDBG &

\$1,000 CDBG-R



**Requests
2010-2011**

\$2,000



\$2,500

\$3,000





Attachment A

Beginning English as a Second Language lessons are provided 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. The projected number of Arlington Heights beneficiaries is 34.

Direct services are provided for child victims of sexual abuse and/or severe physical abuse and their families. Services include coordination, crisis intervention, child-sensitive interviews and medical exams, court preparation and advocacy, and on-going case management. Family support includes counseling, support groups for children and parents, child abuse assessments, home visits and linkages to community services. The expected number of beneficiaries is 12

The Dream Makers Program is an after school tutoring/mentoring youth empowerment program that takes middle school and high school youth on to post-secondary degree completion. The Summer Adventure Camp South is an enrichment camp targeted for poor and minority youth who are strongly encouraged to take School District #59 summer school in the morning and attend camp in the afternoon. The Summer Adventure Camp South serves students in the area of the Village's greatest concentration of low income and minority residents, and has been identified by

HUD as an area for the focus of CDBG programs. The goal is to serve 30 Arlington Heights youth during the fiscal year.

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ATTACHMENT B		12 Month	5 Month	17 Month	12 Month
5.9.2016		Est Revenue	Gap Period	Est Revenue	Est Revenue
REVENUE		5/1/15 - 4/30/16	5/1/16 - 9/30/16	5/1/15 - 9/30/16	10/1/16 - 9/30/17
CDBG Grant		240,332	na	240,332	249,746
Cook County		na	56,610	56,610	na
Carry Over from unexpended funds		282,690	na	282,690	106,927
Program income		<u>87,300</u>	<u>unknown</u>	<u>87,300</u>	<u>50,000</u>
Total Revenue		610,322	56,610	666,932	406,673
					2016-2017
EXPENDITURES		12 Month	5-Month	17 Month	CDBG
Public Services (2016-2017 Cap \$50,550)		Est Expend.	Gap Expenditure	Est Expend.	Requests
1	Faith Community Homes	1,960	820	2,780	2,500
2	District 214 Education Foundation	1,500	625	2,125	1,500
3	NW CASA	1,960	820	2,780	2,500
4	Children's Advocacy Center	1,960	820	2,780	2,500
5	WINGS	2,935	1,225	4,160	10,000
6	Resources for Community Living	2,935	1,225	4,160	5,000
7	Escorted Transportation Service/NW	2,935	1,225	4,160	3,500
8	Suburban Primary Health Care Center	9,500	3,960	13,460	10,000
na	Northwest Compass Day Care	18,500	7,710	26,210	na
9	Northwest Compass HYPE	na	na	na	10,000
10	Northwest Compass Legacy	na	na	na	10,000
11	Journeys The Road Home	3,900	1,625	5,525	4,500
12	Arlington Hts. Park District (CAP)	4,875	2,035	6,910	30,000
13	Lifespan	na	na	na	5,000
14	Shelter Inc.	<u>na</u>	<u>na</u>	<u>na</u>	<u>5,000</u>
		52,960	22,090	75,050	102,000
Construction/Econ. Development 2016 - 2017 Cap \$296,123)					
na	WINGS Security System	1,410	na	1,410	na
15	Clearbrook	12,000	na	12,000	8,000
16	Little City Foundation	10,550	na	10,550	16,223
17	Glenkirk	15,000	na	15,000	33,200
na	Glenkirk carried over from 2014/2015	24,900	na	24,900	na
na	St Coletta of WI	4,000	na	4,000	na
na	Housing Authority of Cook County	73,000	na	73,000	na
18	Senior Center Debt Service	150,000	na	150,000	150,000
19	Single Family Rehab Loan Program	101,735	10,000	111,735	65,000
20	Group Residence/Transitional Housing Rehab	<u>projects above</u>	<u>na</u>	<u>projects above</u>	<u>80,000</u>
		392,595	10,000	402,595	352,423

	Administration (2016 - 2017 Cap \$60,000)				
21	CDBG Administration/SalariesAudit/Legal Notice	58,000	24,520	82,360	60,000
	TOTAL REQUESTS	503,555	56,610	560,005	514,423
	Cook County income does not include \$10,000 for emergency SFR				

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Faith Community Homes

Contact Person Charles Warner Title Executive Director

Phone 847-342-0846 Fax 847-255-3475 E-mail charleswarner.fchomes@gmail.com

Address 302 N. Dunton Ave., Arlington Heights, IL 60004

Organization Website www.fchomes.org

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

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Transitional Housing and support for low income families

Project Location Arlington Heights and Palatine

Arlington Heights CDBG Funding Requested \$2500 Program Budget 143,146

A. PROGRAM

1. 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:

Faith Community Homes reaches out to employed, low income families with incomes in the very low to moderate income ranges as defined by HUD. These are families who are at risk of homelessness due to low income. Our goal is to bring these families to a sustainable level of independent existence in an appropriate living environment they can afford. Families come into our program for up to 2 years, during which time we provide some financial help, but most importantly we provide mentoring and case management to guide the family to a sustainable level of survival. Financial assistance is in the form of rent assistance; we ask families to pay 30% of their income towards rent, we pay the balance with the understanding that over their two years in the program, families will increase their incomes to the point that 30% covers the cost of rent. Mentoring and case management is designed to help families learn to budget their resources, set reasonable goals, make sound decisions and especially improve their employment and income, which must happen to be able to sustain themselves. Case Managers are Social Workers employed by FCH, Mentors are volunteers with life experience and trained by FCH. 86% of the families we have worked with over the past 13 years have succeeded in reaching this goal.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes – Arlington Heights

3. Will any funds be used for research and development? No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): _____

Arlington Heights and Palatine

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

3. Describe any additional criteria for your program:

The primary criteria for admission to our program is families must be willing and able to participate with the mentoring and case management. Families must have children under the age of 18 and have legal status in the United States if foreign born. Parents also must be employed.

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

Our entire program operates in Arlington Heights and also in Palatine. Our office is in Arlington Heights.

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

Northwest Compass, Catholic Charities, and WINGS have programs somewhat similar, but with more stringent admission requirements focused on disabilities and domestic violence due to their funding and missions.

C. PROGRAM CLIENT STATISTICS

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

The primary service we provide is mentoring and case management as described earlier. Other services include the provision of food that is donated to FCH and donated gift cards for gasoline and food. We also have a fund for car repair and a fund for no interest loans to help families pay off prior debts. Money for these funds has come from Frontier Days and St. Viator.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	20 families 75 people	12 families 45 people	12 families 45 people
October 1, 2015 - current	15 families 49 people	7 families 20 people	7 families 20 people
October 1, 2014 – September 30, 2015	18 families 69 people	11 families 42 people	11 families 42 people

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

By continuing the program we currently provide and through a significant commitment of funding and volunteer help from one of our church partners (First Presbyterian Church of Arlington Heights)

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 4-6

Would this program exist without CDBG funding? Yes

D. STAFF FOR FUNDED PROGRAM

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

a. Full time One – Program Manager
b. Part time Three – Part Time Executive Director, 2 part time Case Managers
c. Volunteers 45 – Mentors, office help, Board members

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Charles Warner, Executive Director

How long has the Staff identified above been with the agency? Six Years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: We collect no fees from families

*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 received for this program and portion 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(townships)	\$ 22,000	\$ 14,500
Private Funds (church support)	\$ 39,046 (current funding)	\$ 19,846
Program Income (Client fees)	\$	\$
Other Funding (i.e. donations, fundraisers, etc.) Please specify Donations, fund raising events, foundations	\$ 107,058	\$ 53,529

4. Does your agency receive more than \$750,000 in federal funds? No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 196,440	\$ 143,146	\$ 2500
2015	\$ 181,670	\$ 132,472	\$ 1960
2014	\$ 179,570	\$ 129,961	\$ 1500

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 2000
Payroll for general administration of the CDBG grant*	\$ 500
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$ 2500

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☐ Affordability
☒ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Charles Warner
Name (Printed)

Executive Director
Title

Charles Warner
Signature

March 10, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

2

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency District 214 Education Foundation

Contact Person Rhonda J. Serafin Title Manager, Adult Education & Family Literacy

Phone 847-718-7719 Fax 847-718-7927 E-mail Rhonda.serafin@d214.org

Address 2121 South Goebbert Road, Arlington Heights, IL 60005

Organization Website <http://www.d214.org/foundation/>

DUNS (Dun and Bradstreet)

Number* 067471755

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Beginning English Language Acquisition (formerly ESL)

Project Location Arlington Heights Memorial Library

Arlington Heights CDBG Funding Requested \$ 1,500 Program Budget \$ 3,065

A. PROGRAM

1. 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:

The program will continue to serve eligible non-native speakers of English who can benefit from beginning lessons in English Language Acquisition (ELA-formerly ESL), providing them with classroom instruction at the Arlington Heights Memorial Library (AHML) every Thursday from 12:30 to 3:30pm for 31 weeks. AHML's ESL/Literacy Specialist will provide student identification/ recruitment. District 214 Community Education (D214 CE) will provide assessment, instruction, evaluation of learning gains, and recordkeeping. The project will fill the gap for beginning ELA learners who are not advanced enough in their English skills for the existing ELA programs offered at AHML, i.e., an interactive computer lab available for use 6 days per week, and the Read to Learn Adult Literacy/Volunteer program tutoring offered Tuesday AMs and Wednesday PMs. This agency collaboration will eliminate a barrier to participation in ELA services, as well as general library services, faced by the target population.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes, with Arlington Heights

3. Will any funds be used for research and development? No

If yes, please specify how funds will be used: N/A

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Arlington Heights, Buffalo Grove, Elk Grove Village, Mt. Prospect, Prospect Hts, Rolling Meadows, and Wheeling

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

3. Describe any additional criteria for your program: 1) Age 17 and older and not currently enrolled in high school, and 2) scale score of 0 to 220 as measured by the CASAS standardized test, identified as pre-beginning to intermediate ELA levels by the National Reporting Service and the State of Illinois.

4. What facilities, services, or programs are operated in Arlington Heights? At Forest View Educational Center in Arlington Heights, we operate the Community Education Program, which includes Adult Education & Family Literacy, Continuing Education, Cultural and Performing Arts, CE Travel, and Intergenerational and Older Adult programs.

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

No

C. PROGRAM CLIENT STATISTICS

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

Instruction in beginning English skills for the purpose of learning computer skills and use of the library services.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	35	15	15
October 1, 2015 - current	28	10	10
October 1, 2014 – September 30, 2015	19	7	7

3. How will you meet your CDBG goals for Arlington Heights residents identified above? The AHML ESL/Literacy Specialist recruits the students. She advertises on the Library's website. 176 students enrolled in the library's ESL advanced program + 40 active volunteers spread the info by "word of mouth". The ESL/Literacy Specialist visits Dist 25 schools each year to market the program. All AHML Library staff are trained in how to inform patrons about the program.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 15
Would this program exist without CDBG funding? 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 that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Rhonda J. Serafin

How long has the Staff identified above been with the agency? 30 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 received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
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	\$ 1,565	\$ 1,565
Private Funds	\$0	\$0
Program Income (Client fees)	\$0	\$0
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$0	\$0

4. Does your agency receive more than \$750,000 in federal funds? No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 1,565	\$ 3,065	\$ 1,500
2015	\$ 2,131	\$ 3,631	\$ 1,500
2014	\$ 2,580	\$ 4,080	\$ 1,500

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 1,500
Payroll for general administration of the CDBG grant*	\$0
Rent**	\$0
Utilities**	\$0
Other administrative costs (please specify)	\$0
Construction/Rehabilitation	\$0
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☒ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Rhonda J. Serafin
Name (Printed)

Mgr. Adult Education & Family Literacy
Title



Signature

March 17, 2016

Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency: Northwest Center Against Sexual Assault (Northwest CASA)

Contact Person: Jim Huenink

Title: Executive Director

Phone: 847-806-6526 Fax: 847-806-6531 E-mail: jhuenink@nwcasa.org

Address: 415 West Golf Road, Suite 47, Arlington Heights, IL. 60005

Organization Website: www.nwcasa.org

DUNS (Dun and Bradstreet) Number* 933788663

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service: Sexual Assault Intervention Program

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

Arlington Heights CDBG Funding Requested: \$2,500 Program Budget: \$524,529

A. PROGRAM

- 1. 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:**

Northwest Center Against Sexual Assault (Northwest CASA) requests funds to support our 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 services.

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 37 hotline volunteers, 1 undergraduate intern and 2 graduate school interns. There is no charge for crisis intervention services.

Advocacy services include 24/7 emergency room response to area hospitals (including Evanston, Northwest Community Hospital, Alexian Bros, St. Alexis, Lutheran General, St. Francis, Skokie and Glenbrook, Centegra-McHenry, Centegra-Woodstock) 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. There is no charge for medical or criminal justice advocacy services.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Northwest CASA currently receives CDBG funds from Arlington Heights and Mount Prospect and has received CDBG funds from these two municipalities for over 5 years.

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

No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Northwest CASA's serves suburban Cook County victims of sexual violence at its Arlington Heights and Evanston offices. Northwest CASA has the CARE Center in Crystal Lake 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

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 are operated in Arlington Heights?

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. Northwest CASA also provides sexual abuse prevention education services in the elementary, middle and high schools in Arlington Heights.

5. Are there other agencies in the same service area that provide the same service? If so, what agency/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 also provides specialized counseling for children who have been sexually abused, we receive referrals from the Children's Advocacy Center.

C. PROGRAM CLIENT STATISTICS

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

Northwest CASA's sexual assault intervention program provides free individual, family and group counseling services, in English and Spanish, for victims of sexual abuse, of all ages. Counseling is also provided to significant others who have been affected by sexual violence. Northwest CASA's sexual assault intervention program also provides 24/7 crisis intervention, 24/7 medical advocacy in the emergency rooms at area hospitals, 24/7 criminal justice advocacy at police departments throughout our service area and 24/7 court advocacy at the Rolling Meadows, Skokie and McHenry County courthouses.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	690	29	25
October 1, 2015 - current	357	22	17
October 1, 2014 - September 30, 2015	680	27	22

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

Northwest CASA's outreach program coupled with its collaborations with area hospitals, the Children's Advocacy Center and the Northwest Suburban Alliance on Domestic Violence insure that victims of sexual violence who reside in Arlington Heights will have access to our services if needed. Services provided reduce the negative impact of sexual violence trauma restoring victims' capacities to engage in work, school and family endeavors.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve?

It is difficult to assess. The need for these services exceeds our capacity so CDBG funds are used to expand counseling, crisis intervention and advocacy resources at Northwest CASA.

Would this program exist without CDBG funding?

Yes

No

D. STAFF FOR FUNDED PROGRAM

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

- a. Full time 7
- b. Part time 3
- c. Volunteers 40

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): Jim Huenink.

How long has the Staff identified above been with the agency? Eight years.

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: No fees are collected. All services at Northwest CASA are free.

*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 received for this program and portion 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	\$462,509	\$24,483
Private Funds	\$	\$
Program Income (Client fees)	\$	\$
Other Funding (i.e. donations, fundraisers, etc.) Please specify United Way Agency Reserves Fundraising	\$ 25,000 21,380 13,680	\$

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

No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$781,055	\$524,529	\$2,500
2015	\$733,784	\$500,174	\$1,960
2014	\$641,646	\$456,812	\$1,000

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$2,500
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$2,500

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

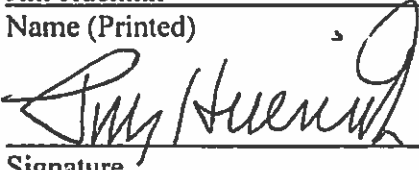
H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Jim Huenink
Name (Printed)


Signature

Executive Director
Title

March 3, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

**ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.**

4

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

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

Contact Person: Mark Parr

Title: Executive Director

Phone: (847) 885-0100

Fax: (847) 885-0187

E-mail mparr@cachelps.org

Address: 640 Illinois Boulevard, Hoffman Estates, IL 60169

Organization Website: www.cachelps.org

DUNS (Dun and Bradstreet) Number*: 60453-6383

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service: Child Abuse Services

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

Arlington Heights CDBG Funding Requested: \$2,500

Program Budget: \$896,134

A. PROGRAM

1. 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:

The Children's Advocacy Center (CAC) is requesting funds to support direct services for child victims of sexual abuse, severe physical abuse, domestic violence and other crimes, and their non-offending family members. The CAC provides support and crisis intervention following reports of abuse or family violence, specialized child interviews, court advocacy, trauma focused counseling and support groups, and linkages to medical services and other needed services. Services are provided through the agency's Coordination, Advocacy and Sensitive Interviewing (CASI) Program, Family Support Services Program, and the Safe From the Start Program. The goals of the agency's services are to assist families in remaining free from further abuse or violence, to reduce trauma, and to promote healing for child survivors of abuse or violence and their family members. All services are provided free of charge and are offered in English or in Spanish.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes, the Center received CDBG funds from the Village of Mount Prospect, the Village of Skokie, the Village of Schaumburg, and the Village of Palatine, in addition to the Village of Arlington Heights.

3. Will any funds be used for research and development? Yes No ☒ X

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The CAC serves children and families in 38 communities in North and Northwest Suburban Cook County, including 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 Children's Advocacy Center provides services for child victims of sexual abuse, severe physical abuse or other crimes, child witnesses to domestic violence, and their non-offending parents and family members.

4. What facilities, services, or programs are operated in Arlington Heights? None.

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

The Children's Advocacy Center is the only agency in the North and Northwest Suburbs providing the types of services offered by the CASI Program and is the lead agency for the Safe From the Start Program, a unique program serving young children (0-5) exposed to violence, and their families.

C. PROGRAM CLIENT STATISTICS

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

The CAC provides more than 400 forensic interviews each year; crisis intervention; personal advocacy; court preparation and advocacy; and case management services for more than 600 clients each year; trauma focused individual and family counseling and support groups for child survivors and non-offending parents; and linkages with medical and other follow-up services.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	805	35	35
October 1, 2015 - current	443	26	26
October 1, 2014 - September 30, 2015	809	36	36

3. How will you meet your CDBG goals for Arlington Heights residents identified above? The CAC will meet the CDBG goals for Arlington Heights residents by providing specialized intervention services following reports of child abuse or family violence.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 5
Would this program exist without CDBG funding? Yes X No

D. STAFF FOR FUNDED PROGRAM

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

- a. Full time 12
- b. Part time 1
- c. Volunteers 5

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): Mark Parr

How long has the Staff identified above been with the agency? 17 Years.

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: All services are provided for children and families 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 received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
HOME Funds	\$0	\$0
ESG Funds	\$0	\$0
HOPWA Funds	\$0	\$0
Appalachian Regional Commission	\$0	\$0
Other Federal Funds	\$9,000	\$387
State/Local Funds	\$521,633	\$18,259
Private Funds	\$138,750	\$5,941
Program Income (Client fees)	\$0	\$0
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$265,039	\$11,397

4. Does your agency receive more than \$750,000 in federal funds? Yes No ☒ X

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$1,194,845	\$896,134	\$38,534
2015	\$1,135,357	\$863,289	\$37,984
2014	\$1,125,933	\$850,033	\$37,401

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$2,500
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$2,500

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Mark Parr
Name (Printed)

Executive Director
Title

Mark Parr
Signature

March 24, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency WINGS Program, Inc.

Contact Person Bea Pedersen Title Assistant Director of Development

Phone (847)591-7820 x 232 Fax (847) 591-7821 E-mail bpedersen@wingsprogram.com

Address PO Box 95615, Palatine, IL 60095

Organization Website www.wingsprogram.com

DUNS (Dun and Bradstreet) Number* 009294406

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Homeless Shelter

Project Location Scattered Sites

Arlington Heights CDBG Funding Requested \$10,000 Program Budget \$2,317,633

A. PROGRAM

1. 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:
WINGS provides housing and supportive services to women and their children who are homeless due to domestic violence or other causes. CDBG funded shelter includes an emergency domestic violence shelter and transitional housing. This array of shelter allows homeless women in need of housing access to an appropriate option depending on her individual circumstances. Women and their children can stay in WINGS shelter for up to 24 months. (Women and children can stay in the emergency shelter for up to three months, but can move to transitional shelter if needed for up to 24 months.) Women in transitional and emergency shelter work on agreed-upon service plans that include moving to more permanent housing from their first day with WINGS.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

WINGS has received CDBG funds from Mount Prospect, Cook County, Schaumburg, Palatine, Skokie, Arlington Heights, Des Plaines and Chicago in the past.

3. Will any funds be used for research and development? Yes ☐ No ☒

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): WINGS has shelters located throughout the north and northwest suburbs and an emergency shelter in Chicago. Women come from throughout the state, but primarily from 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: Women and their children who receive housing through WINGS' continuum of shelter are homeless. Women who are sheltered at the Safe House emergency shelter are also victims of domestic violence.

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

WINGS has staff who office out of Northwest Community Hospital and WINGS also operates a resale store on Rand Road in Arlington Heights.

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

Although Northwest Compass, Fellowship Housing, Connections for the Homeless and Center of Concern all provide transitional housing, only WINGS has a continuum of housing ranging from emergency shelter through permanent supportive housing that allows homeless women to have a housing solution to their individual needs. Because of this housing array, WINGS can accommodate women who are fleeing domestic violence, women who are unemployed or underemployed, and women who have a son older than 12 years old. Other programs cannot accommodate such a broad range of women in need.

C. PROGRAM CLIENT STATISTICS

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

Night of shelter.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	500 people/ 40,000 nights	15 people/ 900 nights	15
October 1, 2015 – current (1/31/2016)	243 people/ 13,973 nights	10 people/ 597 nights	10
October 1, 2014 – September 30, 2015	526 people/ 40,898 nights	15 people/ 910 nights	15

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

Shelter will be provided to homeless women and their children through WINGS Safe House emergency shelter and/or WINGS transitional housing.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? One
night of emergency shelter costs \$⁸³ and one night of transitional shelter costs \$¹⁷. The number of nights
provided to Arlington Heights residents depends on need, family size and open beds.

Would this program exist without CDBG funding? X Yes No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 56 (agency wide)

b. Part time 14 (agency wide)

c. Volunteers 350 (agency wide)

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Bea Pedersen, Assistant Director of Development

How long has the Staff identified above been with the agency? 6 months

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: There is no cost for any of WINGS supportive services.
Women in emergency shelter and shared transitional housing do not pay anything toward costs.
Women who live in a transitional apartment contribute 30% of their adjusted gross income
toward expenses.

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

2. Describe how client fees are used: Program income collected from women living in
transitional apartments is applied toward the costs of those units.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$40,000	\$1,200
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$507,384	\$15,221
State/Local Funds	\$253,100	\$7,593
Private Funds	\$	\$
Program Income (Client fees)	\$61,000	\$1,830
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$1,517,149	\$45,514

4. Does your agency receive more than \$750,000 in federal funds? Yes X No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	Next fiscal budget is not yet finalized.	Next fiscal budget is not yet finalized.	\$10,000
2015	\$5,378,798	\$2,317,633	\$2,935
2014	\$5,196,301	\$2,062,808	\$2,690

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
483 Other administrative costs (please specify) \$27 \$69 per night of emergency shelter, \$27 per night of transitional housing shelter (Please see attached formulae.)	\$10,000
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☒ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Marc Kresin
Name (Printed)

Chief operating officer
Title

Marc Kresin
Signature

3/24/16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

6

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Resources for Community Living

Contact Person Frederick Stupen Title Executive Director

Phone 847-701-1554 Fax 847-701-1560 E-mail info@rescoliv.org

Address 4300 Lincoln Ave., Suite K, Rolling Meadows, IL 60008

Organization Website www.rcl2bindependent.org

DUNS (Dun and Bradstreet) Number* 88-429-7607

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Affordable housing options and support services

Project Location Village of Arlington Heights

Arlington Heights CDBG Funding Requested \$5,000 Program Budget \$240,978

A. PROGRAM

1. 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:

Resources for Community Living (RCL) offers affordable housing options and individualized support services for adults with developmental and/or physical disabilities. The purpose of the services is to allow persons with disabilities to live independently in homes or apartments throughout the community, reducing potential homelessness and unnecessary institutionalization. On April 28, 2016 RCL will be launching it's Financial Independence Center (see attached flyer) which will provide financial coaching services to disabled individuals and their families.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes, Arlington Heights, Schaumburg and Mt. Prospect

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

Yes

No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The nine townships of N/NW Cook County (see attached) including Arlington Heights, Schaumburg, and Mt. Prospect

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

3. Describe any additional criteria for your program: Please see attachment for Agency Eligibility Criteria. No additional criteria exist for residents of the Village

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

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/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.

C. PROGRAM CLIENT STATISTICS

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

Clients receive support in rides to doctor's appointments, drug stores, menu planning, food shopping, bill paying and benefits applications. Clients are involved in monthly social outings.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	300	36	36
October 1, 2015 - current	97	27	27
October 1, 2014 -- September 30, 2015	281	30	30

3. How will you meet your CDBG goals for Arlington Heights residents identified above? RCL staff monitors our client's needs and are continuously working with families to plan on the emotional and physical well-being of our clients.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 6

Would this program exist without CDBG funding? 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 2

c. Volunteers 25-30 for select duties only

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): Frederick Stupen

How long has the Staff identified above been with the agency? 2 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: There are no client fees charged

*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 received for this program and portion 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	\$100,593	\$7,041
Private Funds	\$8,336.00	\$583
Program Income (Client fees)	\$0	\$0
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$3,917.00 Social Group Donation \$50,703.00 - Cash Donations \$77,903.00 - Annual Gala	\$550.00 \$3,549.00 \$5,453.00

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

No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$240,978	\$240,978	\$22,176
2015	\$233,726	\$233,726	\$24,395
2014	\$238,142	\$238,142	\$27,357

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$39,852.00
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$5,000.00

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Frederick Stupen
Name (Printed)

Frederick Stupen
Signature

Executive Director
Title

3/31/2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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WILL NOT BE ACCEPTED.**

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Escorted Transportation Service Northwest (ETS/NW)

Contact Person Tina Labellarte Title Executive Director

Phone (847) 222-9227 Fax _____ E-mail: tina@etsnw.org

Address 1801 W Central Rd., Arlington Heights, IL 60005

Organization Website http://www.etsnw.org/

DUNS (Dun and Bradstreet) Number* _____

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service: Escorted Transportation Service Northwest (ETS/NW)

Project Location: Our office is in Arlington Heights at the Senior Center. We service a 160 square mile area of northwest suburban Cook County. Arlington Heights residents account for 60% of our clients.

Arlington Heights CDBG Funding Requested \$ 3,500 Program Budget \$100,000

A. PROGRAM

1. *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:*

ETS/NW provides reliable, volunteer-based transportation for our community's frail, elderly adults who require assistance getting to and from any medical appointment related to a senior's health and well-being, such as their medical, dental, physical therapy, lab, dialysis, x-ray and chemotherapy appointments. Our service allows the ever expanding senior population to age in place with dignity.

Passengers are picked up at their homes and driven to their appointment by a thoroughly screened, trained and insured volunteer driver. The volunteer stays with the senior for the duration of the appointment, then drives him/her home, stopping at a local pharmacy if a new prescription needs to be filled or picked up. Each round trip lasts an average of 3 hours. Residents are able to use ETS's service once an application is on file.

Those requesting service are asked to call at least one week in advance. Service is available Monday-Saturday, 8am - 6pm. A donation of \$12 is requested for each round-trip ride. Since our founding in 2006, we have now provided in excess of 23,000 round-trip rides to seniors in our community. We are a 501(c)(3) nonprofit organization.

With the growth of the frail elderly population, we have had an increase in requests for our services. We will continue to use the grant to cover existing program costs, and increase the number of residents served.

2. *Has your organization received CDBG funds before? If so, what municipalities have you worked with?*

Yes. Arlington Heights is the municipality we have worked with using CDBG funds.

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

Yes

No

If yes, please specify how funds will be used:

B. SERVICE AREA

1. *Describe your agency's service area (list any municipalities served):* We service a 160 square mile area of northwest suburban Cook County. This includes portions of 14 municipalities: Arlington Heights, Barrington, Buffalo Grove, Des Plaines, Elk Grove, Hoffman Estates, Inverness, Mount Prospect, Palatine, Park Ridge, 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:* Clients must live in our service area and their appointments must be in our service area. They need to be 60+ years old and have filled out a basic application that includes contact information, emergency contact, and a client liability release.

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

ETS/NW's office is located in Arlington Heights. Sixty percent of our riders are Arlington Heights residents. We also bring residents from the 13 other municipalities we serve into Arlington Heights to go to doctors, dentists, medical facilities and Northwest Community Hospital for their medical and dental needs.

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

No. Although multiple townships and municipalities provide some type of transportation services for the elderly, ETS/NW is the **ONLY** service utilizing trained volunteers in their own passenger vehicles to help from start to finish of the trip--staying with the frail, elderly passenger at their appointments, offering **more than a ride**—our trained volunteers provide a high-level compassion and care experience. Dr. Michael Schroeder, Wheeling Township Supervisor, has said, “Wheeling Township has considered ETS/NW its ‘transportation partner’ since 2009, when the Township began offering funding support.”

C. PROGRAM CLIENT STATISTICS

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

ETS/NW provides escorted rides for the frail elderly to and from their medical and dental appointments. The drivers stay with the clients throughout their appointments. They also stop at a pharmacy on the way home, if necessary. Our drivers and office volunteers provide care and compassion and often provide important information and referral to other services, as well.

2. *Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:*

Per HUD definition, the frail elderly we serve meet low and moderate income requirements.

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	1,262	772	72
October 1, 2015 - current	550	330	53
October 1, 2014 – September 30, 2015	1,190	700	44

3. *How will you meet your CDBG goals for Arlington Heights residents identified above?*

All clients, including those with low to moderate income, are asked for a \$12 donation per round trip ride, although the actual 2015 cost per ride is \$36.87. We do not refuse service to those unable to contribute. We are working to increase funding from a variety of sources so we can expand our capacity and serve the ever growing population of frail elderly who are in need of this type of transportation. Our service allows frail elderly to age in place with dignity and maintain independence. Many of our less-resourced riders have no local family or family members who must work and cannot get away to assist with transportation. The trips we provide are crucial medical appointments.

4. *If you receive CDBG funds, how many additional Arlington Heights residents could you serve?* 72

Would this program exist without CDBG funding?

☒ Yes

☐ No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time None (0)

b. Part time Three(3)

c. Volunteers 65 active drivers; 11 support staff; 2 Pro Bono; 1 Skills-Based

2. *Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):*

Tina Labellarte, Executive Director

How long has the Staff identified above been with the agency? Three (3) months

E. FEES AND FUNDING SOURCES

1. *Describe any client fees collected*:* Each client is asked for a donation of \$12 per round trip ride to help offset the \$36.87 cost. We keep the amount as low as possible to make it affordable. Most passengers can and do donate at some level. We do not refuse service to anyone for inability to contribute. All donations go to cover program costs.

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

2. Describe how client fees are used: Client donations are used to help defray program costs. These costs include the insurance needed to cover the drivers, reimbursement for their gas and the program support needed to schedule rides, recruit and train drivers.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
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	\$20,000	\$15,000
Private Funds	\$18,500	\$11,100
Program Income (Client fees)	\$27,000	\$16,200
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$30,000	\$18,000

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

Yes

No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$100,000	\$100,000	\$ 3,500
2015	\$100,000	\$100,000	\$ 2,935
2014	\$ 95,000	\$ 95,000	\$ 2,195

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 3,500
Payroll for general administration of the CDBG grant*	\$ 0
Rent**	\$ 0
Utilities**	\$ 0
Other administrative costs (please specify)	\$ 0
Construction/Rehabilitation	\$ 0
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

<i>Signature page to</i>	
Name (Printed)	Title
<i>be mailed.</i>	
Signature	Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

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8

Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)

Agency Suburban Primary Health Care Council

Contact Person Venoncia M. Baté-Ambrus Title Chief Operating Officer

Phone 708-531-0680 Fax 708-531-0686 E-mail venonciab@sphcc.org

Address 2225 Enterprise Dr. Ste. 2507

Organization Website www.accesstocare.org

DUNS (Dun and Bradstreet) Number* 195775390

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Access to Care

Project Location Participating primary care physician offices, pharmacies (Walgreens), laboratories and enrollment sites in Arlington Heights and elsewhere in Suburban Cook County and northwest Chicago.

Arlington Heights CDBG Funding Requested \$10,000 Program Budget \$3,574,500

A. PROGRAM

1. 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:

Access to Care enables low income, uninsured or under-insured residents of Arlington Heights to receive primary health care services, including physician office visits, prescription drugs, laboratory and radiology services. Members are generally enrolled for a year and may re-enroll at the end of the year if they are still eligible. The goal of the Access to Care program is to enroll as many eligible clients as funding will allow in order to make primary care accessible and affordable. A grant of \$10,000 would fund 13 Arlington Heights residents.

RECEIVED
MAR 31 2016
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

We work with most municipalities in suburban Cook County including but not limited to:
Arlington Heights, Mount Prospect, Des Plaines and Schaumburg.

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

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): We serve all of suburban Cook County and northwest Chicago (west of Pulaski and north of North Avenue).

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

3. Describe any additional criteria for your program?: Uninsured and underinsured residents (anyone who has a \$500 or greater per person annual deductible for primary care office visits) of suburban Cook County who are income eligible (who are at or below 300% of the federal poverty level) and are not eligible for public benefits such as Medicaid.

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

There are four Walgreens pharmacies within Arlington Heights wherein Access to Care clients can receive prescription medications on our formulary for \$15, \$30 or \$40 and many others nearby, there are five program registration sites in Arlington Heights: Access at Northwest Community Hospital, Village of Arlington Heights, Elk Grove and Wheeling Townships and the Alexian Brothers Center for Mental Health (internal clients only). Additionally primary care services are available through physicians contracted through ACCESS Community Health Network (Arlington Heights and Des Plaines locations) and AMITA (Alexian Brothers Medical Group).

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

No other agencies in the service area provide similar services, particularly at our price points of \$5 per office visit (unlimited number per year), \$5 lab tests/x-rays and low cost medications.

C. PROGRAM CLIENT STATISTICS

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

Access to Care clients can receive an unlimited number of primary care office visits with \$5 co-pays as well as lab test and x-rays for \$5. Additionally clients benefit from the Access to Care prescription plan of \$15, \$30 or \$40 medications.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	5,000	60	13
October 1, 2015 - current	5,000	57	13
October 1, 2014 - September 30, 2015	5,000	51	13

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

Access to Care will meet the CDBG goals with proactive participation in community events in order to educate and enroll eligible clients. Through targeted outreach to academic, faith and community-based, healthcare, social service and governmental institutions we partner with these entities to receive referrals and engage communities. Additionally, we have a bilingual (English-Spanish) Community Outreach and Communications Coordinator who can educate and enroll Spanish-speaking persons.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 13

Would this program exist without CDBG funding? 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 0

c. Volunteers 28

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Venoncia M. Baté-Ambrus

How long has the Staff identified above been with the agency? 2 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: A \$20 annual enrollment fee is collected and used for program costs.

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

2. Describe how client fees are used: Client fees are used to enroll patients into the Access to Care program.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$	\$
State/Local Funds	\$ 1,580,000	\$ 21,172
Private Funds	\$ 600,000	\$ 8,040
Program Income (Client fees)	\$ 24,000	\$ 321
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ 1,370,500	\$ 18,365

4. Does your agency receive more than \$750,000 in federal funds? Yes No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 3,574,500	\$ 3,574,500	\$10,000
2015	\$ 3,504,500	\$ 3,504,500	\$ 9,500
2014	\$ 3,842,000	\$ 3,842,000	\$ 9,115

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify) CDBG funds will be used for the direct cost of program services for Mt. Prospect clients enrolled in Access to Care. These costs include physician per diem, lab test, x-rays and/or prescription medication	\$10,000
Construction/Rehabilitation	\$
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability

_____ Sustainability

H. OTHER INFORMATION

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

1. Mission statement. The mission of the Access to Care program is to facilitate access to primary health care services for residents of suburban Cook County and the northwest side of Chicago who lack such access because of financial barriers.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Venencia M. Bate-Ambrus
Name (Printed)

Chief Operating Officer
Title


Signature

3/30/16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

9

Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)

Agency Northwest Compass, Inc.

Contact Person LeRoy Messenger Title Chief Executive Officer

Phone 847-392-2344, x409 Fax 847-305-3972 E-mail lmessenger@northwestcompass.org

Address 1300 W. Northwest Highway, Mt. Prospect, IL 60056

Organization Website www.northwestcompass.org

DUNS (Dun and Bradstreet)

Number* 792036956

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service HYPE (Helping Youth on Path to Empowerment)

Project Location 1300 W. Northwest Highway, Mt. Prospect, IL 60056

Arlington Heights CDBG Funding Requested \$10,000 Program Budget \$ 68,650

A. PROGRAM

1. 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:

In past years, Northwest Compass has used CDBG funds from the Village of Arlington Heights for its assistance with the child care expenses of low income family residents. These funds were often used to provide the bridge of time needed for qualified families to start to receive assistance from the State of Illinois's child care programs, thereby achieving sustainability. With the changes made by the State in its program qualifications, a significant number of families no longer qualify. At the same time, Northwest Compass has learned that in the Fall of 2015, the high schools of the north/northwest suburbs reported they had identified 1,249 students who were homeless. These numbers have increased 55% since 2012. For every homeless youth identified, it is generally believed that there is at least one more that has been able to conceal their reality. Homeless youth are often invisible because they move from couch to couch in the homes of friends. Of this total of known unaccompanied youth, Arlington

Heights SD 25 reported 20 students and Township HSD 214 reported 130. There is an even greater number of homeless youth between the ages of 18 to 24, which is the age group with whom Northwest Compass expects to see the greatest number of participants in HYPE. Without intervention, outcomes for these youth often include addictions, incarceration, prostitution, and even early death. As a result, Northwest Compass has chosen to focus its efforts on working with these and the other unaccompanied, and often homeless, youth throughout the northwest suburbs.

Homelessness among youth is often the result of aging out of the child welfare system (at age 18), teen pregnancy, family conflicts, sexual orientation, mental and physical abuse, and those who runaway. Consistent with all of our programs, HYPE will focus on making certain that the youth's circumstance is first stabilized, and that they are in a safe environment. Then, working through a dedicated case manager, we will develop a unique plan for empowerment.

Shelter is usually not the greatest challenge for an unaccompanied youth; having a safe place to store their personal belongings is. So Northwest Compass will provide secure storage for the youth. We will assist them with emergency housing needs, their laundry needs, access to food, limited transportation, clothing vouchers, personal hygiene items, school supplies, basic job tools. We will make certain they have access to all mainstream public benefits for which they are eligible. Education needs will be coordinated with the appropriate school districts and local colleges. Job training will be coordinated with Illinois WorkNet. Financial coaching will be provided so they are educated on making sound financial decisions later in life; life skills groups will focus on matters of health, safety, coping skills, nutrition, healthy choices and lifestyle.

Outcomes focus on three levels of personal stability. Personal health and safety will be measured by their physical functioning, emotional functioning, ability to foster positive relationships, and their sense of well-being. Economic stability will be measured through their education, training, employment, access to mainstream benefits, and financial security. Safe environment will be measured by the youth's ability to live with their extended family, in shared housing, in supportive housing, and even in independent living. Measurements will be performed on an individual basis, as of time of exit from the program, with an expected successful outcome of between 60 to 75% of participants. During the year starting October 1, 2016, of the youth we expect to serve, we would anticipate at least ten youth having their last known address be within the geographical boundaries of the Village of Arlington Heights.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with? Yes. City of Des Plaines, Villages of Palatine, Mt. Prospect, Schaumburg, and of course Arlington Heights.

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

If yes, please specify how funds will be used: N/A

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Historically, we have served all of the communities located in seven townships including Maine, Elk Grove, Wheeling, Schaumburg, Hanover, Barrington, and Palatine. Recently, with the addition of Legacy Corps program for veterans, our programs will now be extended to the counties of Lake, McHenry, Boone, Winnebago, Ogle, DeKalb, Kane, Du Page, and Will.

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

3. Describe any additional criteria for your program: None

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

All programs and services are based out of the corporate office located at 1300 W. Northwest Highway, Mt. Prospect, IL 60056.

5. Are there other agencies in the same service area that provide the same service? If so, what agency/agencies provide(s) similar services? Yes. Shelter, Inc. provides a group home for boys and one for girls, with a range of counseling services as well. However, the boys and girls age out of their program at age 17. Omni Youth Services provides counseling and mental health services.

C. PROGRAM CLIENT STATISTICS

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

Counseling, vouchers for limited transportation needs, food, emergency housing, vouchers for personal hygiene and clothing, assistance with access to mental and physical health care, access to computers, personal storage, connections to job skills training, continuing education, limited legal services.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	100	10	10
October 1, 2015 - current	8	0	0
October 1, 2014 - September 30, 2015	0	0	0

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

We have already initiated networking with all area schools, focusing on the social workers responsible for McKinney-Vento compliance, and will continue to work with them to support identified unaccompanied youth through the summer months. We will also work with community first responders, hospital social workers, and churches to let them know of our program services.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 10

Would this program exist without CDBG funding? 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 1 (VISTA)

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): Sonia Ivanov will be coordinating monitoring visits, invoicing, and reports_____

How long has the Staff identified above been with the agency? Over ten years

E. FEES AND FUNDING SOURCES

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

*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 received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$ 0
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	\$ 30,000	\$ 10,000
Private Funds	\$ 25,000	\$ 0
Program Income (Client fees)	\$ 0	\$ 0
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ 13,300 individual contributions and in-kind services	\$ 0

4. Does your agency receive more than \$750,000 in federal funds? Yes No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 1,941,684	\$ 68,300	\$ 10,000
2015	\$ 1,587,714	\$ 0	\$ 18,500
2014	\$ 1,420,550	\$ 0	\$ 17,695

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 5,400
Payroll for general administration of the CDBG grant*	\$ 1,000
Rent**	\$ 0
Utilities**	\$ 0
Other administrative costs (please specify) Vouchers for various youth needs, as specified above	\$ 3,600
Construction/Rehabilitation	\$ 0
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☒ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

LeRoy Messenger
Name (Printed)

Chief Executive Officer _____
Title

LeRoy Messenger
Signature

March 31, 2016 _____
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

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10

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Northwest Compass, Inc.

Contact Person LeRoy Messenger Title Chief Executive Officer

Phone 847-392-2344, x409 Fax 847-305-3972 E-mail lmessenger@northwestcompass.org

Address 1300 W. Northwest Highway, Mt. Prospect, IL 60056

Organization Website www.northwestcompass.org

DUNS (Dun and Bradstreet)

Number* 792036956

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Legacy Corps

Project Location 1300 W. Northwest Highway, Mt. Prospect, IL 60056

* Arlington Heights CDBG Funding Requested \$10,000 Program Budget \$ 285,000

A. PROGRAM

1. 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:

Legacy Corps provides in-home respite care to the caregivers of veterans and active military families. They also disseminate information on veteran medical conditions, provide child care respite, and limited transportation assistance. In Arlington Heights, they will provide general events open to all veterans and active military families, informing them of services available to them from the Veterans Administration and other veterans groups that are part of a network of service-oriented programs, and making sure they have access to those services. They will participate in community health fairs and have a new initiative "Living History - Mine Eyes Have Seen", whereby a Legacy Corps member will video the veteran documenting their life. This memoir is then entered into the Library of Congress.

Legacy Corps is a program partially funded by the Federal government, through the Corporation for National and Community Services (parent corporation of AmeriCorps).

Program services are provided by members who volunteer their time, at least 450 hours per year, in exchange for a small annual stipend of \$2,000. Members average nine hours of in-home respite care per week, thereby enabling the caregiver to focus on essential family or needs and activities that are personal to their health and well-being. Respite care activities include companionship, preparing light snacks or lunches, providing transportation to a medical appointment, walking and other mobility exercises. All services are of a non-medical nature. Information is made available so that the veteran and their caregiver are educated on various medical conditions and benefits available. Networks are created to provide social interactions with peers, not only for the veterans but for their caregivers. Services are provided to assist the veteran and military families with transition from medical facilities to home, or home to medical facilities.

The goal of Legacy Corps is to provide support to the caregiver of a veteran or active member of the military, so that the caregiver can sustain their health and remain independent in their homes. Numerous studies confirm that the care needed by a veteran and active military family places a greater demand on their caregivers than most other caregiver circumstances. Outcomes are determined by surveys conducted through the University of Michigan, as part of the national Legacy Corps programs. Initial outcomes include reduced stress levels and decreased financial burdens for Veterans and military families. Intermediate outcomes include greater knowledge of issues and how to access benefits, veterans and care givers living longer in their homes with better health. And the longer-term outcomes (data has been tracked since 2001) have included a greater awareness of the need to support the caregiver, and overall improvements in the quality of life.

In Arlington Heights, there are in excess of 3,000 veterans. Legacy Corps is already serving two veterans and their caregivers. Through networking with the existing veterans service organizations in Arlington Heights, Legacy Corps would expect to increase its direct caregiver services to 20 families, and be in contact with hundreds of veterans at public events.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with? Yes. City of Des Plaines, Villages of Palatine, Mt. Prospect, Schaumburg, and of course Arlington Heights.

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

If yes, please specify how funds will be used: N/A

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Historically, we have served all of the communities located in seven townships including Maine, Elk Grove, Wheeling, Schaumburg, Hanover, Barrington, and Palatine. Recently, with the addition of Legacy Corps program for veterans, our programs will now be extended to the counties of Lake, McHenry, Boone, Winnebago, Ogle, DeKalb, Kane, Du Page, and Will.

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

3. Describe any additional criteria for your program: None

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

All programs and services are based out of the corporate office located at 1300 W. Northwest Highway, Mt. Prospect, IL 60056. Legacy Corps also coordinates services at offices in Streamwood and Rockford.

5. Are there other agencies in the same service area that provide the same service? If so, what agency/agencies provide(s) similar services? No. While there are numerous organizations providing services to veterans and active military families, there is no one that focuses on support services to their caregivers.

C. PROGRAM CLIENT STATISTICS

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

All clients of Legacy Corps receive the opportunity to determine how best they want to use the time being made available to them by the Legacy Corps volunteer. It can be time to sit with the person for whom they are providing care while they rest, shop, go to their doctor, attend to personal needs or the needs of other family members, transportation assistance to a medical appointment, etc. The veteran will be assured of being able to access all benefits to which they are entitled, with Legacy Corps assisting in making those contacts, advocating for them as necessary, and following through to see that the benefits are received. For those who are income qualified, they also will receive all of the services available from Northwest Compass, including counseling, energy assistance, financial counseling, food, and accessing all mainstream public benefits to which they are entitled.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	250	20	20
October 1, 2015 - current	2	0	0
October 1, 2014 - September 30, 2015	0	0	0

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

Networking with local veterans groups and participation in local public events will help us fulfill these goals.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 18

Would this program exist without CDBG funding? 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 2
- c. Volunteers 45 members

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): Sonia Ivanov will be coordinating monitoring visits, invoicing, and reports_____

How long has the Staff identified above been with the agency? Over ten years

E. FEES AND FUNDING SOURCES

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

*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 received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ 0	\$ 0
HOME Funds	\$ 0	\$ 0
ESG Funds	\$ 0	\$ 0
HOPWA Funds	\$ 0	\$ 0
Appalachian Regional Commission	\$ 0	\$ 0
Other Federal Funds	\$ 137,500	\$ 0
State/Local Funds	\$ 40,000	\$ 10,000
Private Funds	\$ 40,000	\$ 0
Program Income (Client fees)	\$ 0	\$ 0
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ 55,000 individual contributions and in-kind services	\$ 0

4. Does your agency receive more than \$750,000 in federal funds? Yes No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 1,941,684	\$ 272,500	\$ 10,000
2015	\$ 1,587,714	\$ 0	\$ 18,500
2014	\$ 1,420,550	\$ 0	\$ 17,695

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 8,000
Payroll for general administration of the CDBG grant*	\$ 1,000
Rent**	\$ 0
Utilities**	\$ 0
Other administrative costs (please specify) Services at public events and other community outreach activities	\$ 1,000
Construction/Rehabilitation	\$ 0
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☐ Affordability
☒ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

LeRoy Messenger
Name (Printed)

Chief Executive Officer _____
Title

LeRoy Messenger
Signature

March 31, 2016 _____
Date

APPLICATIONS SHOULD BE RETURNED TO:

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ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
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**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency PADS TO Hope, Inc. d/b/a JOURNEYS| The Road Home

Contact Person Suzanne Ploger Title Director of Development

Phone 847-963-9163 x120 Fax 847-963-9120 E-mail: s.ploger@journeystheroadhome.org

Address 1140 E. Northwest Highway, Palatine, IL 60074

Organization Website www.journeystheroadhome.org

DUNS (Dun and Bradstreet) Number*03-610-0993

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Homeless Services

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

Arlington Heights CDBG Funding Requested \$4,500 Program Budget \$476,684

A. PROGRAM

1. 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:

Funding is requested to support JOURNEYS' homeless service programs for Arlington Heights residents. JOURNEYS operates three inter-connected programs. The PADS Emergency Shelter Program operates 18 shelter sites. The HOPE Center is a drop-in center where clients receive case management, access to food pantry, clothing closet, health care, mental health counseling, vocational training and housing coordination. For clients who are housing ready we provide affordable housing through the Pathway Housing Readiness Program. The purpose of these programs is to provide wrap-around social services for clients who are homeless or on the verge of homelessness. Our goals are to get people off the street and into permanent housing, keep people at risk of homelessness in permanent housing and help those in need find employment or get benefits for which they qualify.

JOURNEYS provides services to almost 1,000 individuals in a year, approximately 10% of clients are from Arlington Heights, making Arlington Heights the second largest community served after Palatine. We have seen an across the board increase in the number of clients we are serving this year compared to last year, and the number of children we assist has doubled compared to this point in time last year. To respond to our clients needs we have extended hours in HOPE Center to provide more early morning services. We are also in the process of expanding our transportation program to provide clients with rides to job interviews and other appointments. In addition we are working on extending our permanent supportive housing options.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with? Yes, we have received CDBG funds in the past from Arlington Heights, Des Plaines, Mount Prospect, Palatine and Schaumburg

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

No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): We serve residents in 37 municipalities north and northwest suburban Cook County. The following towns & villages are in our service area: 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, 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: We serve those who are homeless or at risk of becoming homeless in the north and northwest suburbs. Clients must reside in one of the 37 villages in our service area.

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

Seven out of our eighteen 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.

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

JOURNEYS is unique to this service area in that we are the only agency to offer a comprehensive continuum of care including shelters, a comprehensive day program and affordable housing through the Pathway Development Institute.

C. PROGRAM CLIENT STATISTICS

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

We offer shelters that provide access to meals and showers. At our HOPE Center we provide over 40 services including clothing, food pantry, showers, laundry facilities, transportation, vocational counseling, mental health counseling, housing assistance, earned benefits assistance, school system advocacy and more. In addition we run 2 buildings offering low-rent options for clients ready to transition out of homelessness through our partnership with the Pathway Development Institute (PDI).

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	930	93	93
October 1, 2015 - current	781	82	82
October 1, 2014 – September 30, 2015	886	98	98

3. How will you meet your CDBG goals for Arlington Heights residents identified above? We will continue to work with our partners within our service area to promote our services. The agency also has a comprehensive outreach and marketing program to increase awareness of available services.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 11

Would this program exist without CDBG funding?

No

Without generous funding from our local governments and other generous sources of support, we would be unable to provide services at our current level. We would need to either reduce or limit services.

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 5

b. Part time 1

c. Volunteers 2,000

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Suzanne Ploger, Director of Development and Shaina Makani, Database Specialist.

How long has the Staff identified above been with the agency? Suzanne has been with the agency for one year and Shaina has been with JOURNEYS for three years.

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: No fees are collected for any service.

*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 received for this program and portion allocated for Arlington Heights residents:

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0.00	\$0.00
HOME Funds	\$0.00	\$0.00
ESG Funds	\$16,382.10	\$1,638.00
HOPWA Funds	\$0.00	\$0.00
Appalachian Regional Commission	\$0.00	\$0.00
Other Federal Funds	\$172,729.02 (HUD)	\$17,273.00
State/Local Funds	\$127,555.89	\$12,756.00
Private Funds	\$475,555.11	\$47,556.00
Program Income (Client fees)	\$0.00	\$0.00
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$137,647 Event Income	\$13,765.00

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

No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$1,042,770 est.	\$476,684 est.	\$4,500
2015	\$993,114	\$453,985	\$3,900
2014	\$941,725	\$417,875	\$3,190

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$2,000
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$1,000
Other administrative costs (please specify) Food and Supplies for meals at Hope Center, Office expenses for HOPE Center	\$1,500
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$4,500

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

The following documents must be included with your application:

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Suzanne Ploger
Name (Printed)

Director of Development
Title


Signature

4/1/16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Arlington Heights Park District

Contact Person Alisa Kapusinski Title: Division Manager of Recreation Programs

Phone 847-506-7131 Fax 847-577-6935 E-mail akapusinski@ahpd.org

Address 410 N. Arlington Heights Rd Arlington Heights, IL 60004

Organization Website www.ahpd.org

DUNS (Dun and Bradstreet) Number* 068472794

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service CAP-Before and After School Program

Project Location 10 Arlington Heights Elementary Schools in School Districts 25, 21 & 59

Arlington Heights CDBG Funding Requested \$30,000 Program Budget \$1,482,975

A. PROGRAM

1. 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:

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 Arlington Heights Park District, School Districts 25, 21 and 59 and the Village of Arlington Heights. This recreational based program, held within the elementary schools, 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 and athletic programming.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes, the CAP program has received CDBG funds. The CAP program is a joint program that was developed 26 years ago between the Arlington Heights Park District, Arlington Heights School District 25, School District 21, School District 59, and the Village of Arlington Heights. Within the past couple years, we have also began a partnership with the Arlington Heights Memorial Library.

3. Will any funds be used for research and development? No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list 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 or Windsor School. These schools all fall within the Village of Arlington Heights boundaries.

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

All facilities are operated in Arlington Heights. All programs, other than a select few cooperative programs, are operated in Arlington Heights within our facilities.

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

There are no agencies in the area that provide the same service as the CAP program, a recreational before and after school program offered in the schools. However, there is KinderCare and Mother's Touch, which some parents utilize for a similar child care service and operate in their own facilities.

C. PROGRAM CLIENT STATISTICS

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

The CAP Before and After School Program is a recreational based program for children in Kindergarten-5th grade. The program provides a safe environment, with caring staff that lead the children in a variety of activities both active and passive. The program also includes a cereal option for breakfast during the morning program, as well as a healthy snack in the afternoon program.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	930	925	25
October 1, 2015 - current	935	932	20
October 1, 2014 - September 30, 2015	837	825	23

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

These funds are available to assist low income families with the opportunity to participate in our program through assistance with the program fees. Through marketing efforts, the program promotes that financial assistance available. This year we will be increasing communication with the schools, so the schools can also inform families in need of the financial assistance available.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 20-30 participants Would this program exist without CDBG funding? **Yes**

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 1
b. Part time 82
c. Volunteers 0

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Stacey VanEnkevort, CAP/Fitness Supervisor

How long has the Staff identified above been with the agency? December 2012

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*:

Participants pay fees based on which plan (how often they attend) they register for. 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:

Fees are used to cover the cost of the program which includes, but not limited to: staff expenses (payroll), administrative expenses, program supplies, program services, wearing apparel and facility fees.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
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	\$0	\$0
Private Funds	\$0	\$0
Program Income (Client fees)	\$1,482,975	\$1,482,975
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$0	\$0

4. Does your agency receive more than \$750,000 in federal funds? No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$27,065,489	\$1,482,975	\$30,000
2015	\$26,233,549	\$1,308,944	\$34,000
2014	\$24,789,045	\$1,308,197	\$31,290

2. Indicate how CDBG are proposed to be utilized

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
Other administrative costs (please specify) Supplement the program tuition fees for approved families.	\$30,000
Construction/Rehabilitation	\$0
Total CDBG Grant 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. Please check one of the following to identify your agency's proposed objectives.

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☒ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
- ☒ Affordability
- ☐ Sustainability

H. OTHER INFORMATION-

The following documents must be included with your application:

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Alisa Kapusinski
Name (Printed)
Alisa Kapusinski
Signature

Division Manager of Recreation
Title Programs
3.28.16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

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WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Life Span

Contact Person Donna Johnson Title Grants Manager

Phone 312-408-1210 Fax 312-408-1223 E-mail djohnson@life-span.org

Address P.O. Box 1515, Des Plaines, IL 60017

Organization Website www.life-span.org

DUNS (Dun and Bradstreet)

Number* 057400087

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service: Services to Victims of Domestic Violence or Sexual Assault

Project Location Des Plaines, IL

Arlington Heights CDBG Funding Requested \$5,000 Program Budget \$2,107,500

A. PROGRAM

1. 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:

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. This program is ongoing. Life Span provides legal and counseling services to victims of domestic and sexual violence, and their children. Our services are free of charge. Please also see Statement of Purpose Attachment A.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes. Life Span has worked with Mt. Prospect and Chicago.

3. Will any funds be used for research and development? Yes No ☒

If yes, please specify how funds will be used: N/A

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Life Span serves all of Cook County.

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. There are no income restrictions. Our services are designed to provide a comprehensive solution to domestic violence by combining counseling, support and information, with legal advocacy and representation. Our Village of 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.

4. What facilities, services, or programs are operated in Arlington Heights? Life Span does not have any physical facilities in Arlington Heights. However, we do have offices in Des Plaines and at the Rolling Meadows Courthouse where we serve Arlington Heights residents. Further we provide educational trainings, in service and crisis intervention services at Hersey High School.

5. Are there other agencies in the same service area that provide the same service? If so, what agency/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. List services provided to clients (meals served, shelter, counseling, day care, etc.):

Life Span provides: individual and group adult and children's counseling; civil legal representations in the areas of family law, orders of protection, civil no contact orders and immigration; assistance for clients in need of Victims of Economic Safety and Security relief; Community outreach and training including school trainings and crisis intervention and counseling in the school setting; and criminal court advocacy.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	3,860	80 + 110 Hersey H.S. students/Faculty	80 + 110 Hersey H.S. students/Faculty
October 1, 2015 - current	2,550	36	36
October 1, 2014 – September 30, 2015	3,841	77 + 110 students & faculty at Hersey H.S.	77 + 110 students & faculty at Hersey H.S.

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

We will continue to offer our services to Arlington Heights residents as we currently do. Given our 38 year presence in the northwest suburbs, we are confident that we will meet our projections above.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve?

With CDBF funds we proposed that we will meet or exceed our October 1, 2014 – September 30, 2015 actuals. If we received funding from the Village of Arlington Heights, we would in addition to our current services make a targeted outreach to schools in Arlington Heights. We will offer them our current teen

programming/education services that range from one time in-service presentations to semester long curriculum on healthy relationships and conflict resolution in addition to in school crisis intervention.

Would this program exist without CDBG funding? Yes ☒ No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 26
b. Part time 0
c. Volunteers 23

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Amy Fox, Deputy Executive Director, will oversee the administration of this grant by Donna Johnson, Grants Manager and Aristeia Geroulis, Assistant Director of Operations in Des Plaines.

How long has the Staff identified above been with the agency? 15+ years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: *: Life span does not charge for services. We are funded through government grants—federal, state and municipal—as well as foundation and corporate grants, and individual donations. Please refer to attached budget for breakdown.

*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 received for this program and portion 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	\$620,607	\$
State/Local Funds	\$695,093	\$19,751
Private Funds	\$737,500	\$26,225
Program Income (Client fees)	\$	\$
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$54,300	\$1,195

4. Does your agency receive more than \$750,000 in federal funds? Yes No ☒

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$2,107,500	\$2,107,500	\$48,171
2015	\$1,928,643	\$1,928,643	\$43,973
2014	\$1,949,581	\$1,949,581	\$41,675

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$5,000
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
- ☐ Providing Decent Affordable Housing
- ☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
- ☐ Affordability
- ☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Amy Fox
Name (Printed)

Deputy Executive Director
Title

Signature

Date

APPLICATIONS SHOULD BE RETURNED TO:

**VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com**

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

**ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.**

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Amy Fox
Name (Printed)

Deputy Executive Director
Title

Amy Fox
Signature

April 19, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

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STATEMENT OF PURPOSE – LIFE SPAN

Attachment A

violence, and stalking have many unmet legal and supportive needs. Recently, the State's Attorney's Office convened a working group specifically targeting college administrators and Title IX coordinators. This group has identified several areas of need that this project will address and several areas where the collaborative can be of support.

Our agreement with the State's Attorney's Office gives us funding for both an attorney and an advocate. We have represented a number of clients who are students and have filed Title IX complaints at their universities. Understanding the complex provisions of this federal law, combined with attempts at mastering each university's internal regulations, has kept us busy. Unfortunately, there are few resources for lawyers on internal Title IX complaints, probably because the process and procedures vary from one educational institution to another. We will provide victims of dating violence and/or sexual assault with legal services on protective order cases as part of this project.

Collaborations such as these help us in our continual analysis of the barriers to legal relief, whether civil or criminal. The VOICES collaboration is multidisciplinary, involving multiple agencies, as well as the prosecutor. Working as the civil lawyer in a case whose facts are also the basis of a criminal prosecution clarifies the choices victims may have, as well as adds to the craftsmanship of all the lawyers involved. It also allows us to develop more effective ways of working together in a nonhierarchical manner.

Immigration Services: The number of immigrant families residing in the northwest suburbs continues to increase dramatically. In response to this group's need for services, Life Span developed our Immigration Legal Services Project. The federal Violence Against Women Act permits women who are abused by their citizen husbands to petition for citizenship without the sponsorship of their husbands. A bilingual attorney and paralegal provide legal services to this victim population.

Civil Order of Protection Project: In recent years, most suburban courthouses have instituted domestic relations court calls. In response to this greatly increased need for free legal services for suburban victims of domestic violence, Life Span instituted a program through which attorneys housed at the Rolling Meadows and Skokie courthouses assist victims in obtaining orders of protection.

INSTITUTIONAL ADVOCACY/PUBLIC POLICY INITIATIVES

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

COMMUNITY EDUCATION PROGRAM

Life Span's Board, staff and volunteers speak to a variety of groups about the issue of domestic violence in an effort to reduce the community's acceptance and tolerance of this problem and to increase overall community awareness of the prevalence and detrimental nature of this crime.

STATEMENT OF PURPOSE – LIFE SPAN

Attachment A

Client Outcome Objectives:

- 1) Clients will develop a safety plan;
- 2) Clients will learn about the dynamics of domestic violence;
- 3) Clients will improve self-esteem and will learn tools for addressing violence in their lives through individual and group counseling;
- 4) Clients will learn of legal rights and options;
- 5) Clients will learn of the effects of domestic violence on children and will become informed about children's counseling options at Life Span;
- 6) Children participating in Life Span's children's program will learn to address their feelings about violence and will learn non-violent problem solving skills;
- 7) Clients will choose whether to pursue legal remedies;
- 8) Clients who choose to pursue legal remedies will receive legal assistance, advice and representation in order of protection, dissolution of marriage, child custody and other family law matters;
- 9) Clients who choose to pursue criminal charges against their abuser will receive support, information and advocacy assistance; and
- 10) Clients will learn about job training and job placement, housing and other resources and referrals.

Strategies to Achieve Outcomes

Life Span clients will achieve the above objectives by:

- 1) Attending individual counseling;
- 2) Attending individual and group children's counseling;
- 3) Participating in Life Span's specialized support group programs including our young mothers' group and adolescent boys' group;
- 4) Discussing legal issues, rights and remedies with a Life Span attorney or advocate;
- 5) Completing necessary paperwork and documentation to pursue legal case;
- 6) Attending criminal court with an advocate or civil court with an attorney; and
- 7) Meeting continually with a counselor, advocate or attorney to assess other needs and referrals necessary for the client and her children to achieve a violence-free life.

Life Span will measure outcome objectives by:

- 1) Asking clients to complete surveys assessing their knowledge of their rights and available resources and their satisfaction with Life Span services during the course of receiving services from the agency;
- 2) Periodically reviewing client satisfaction surveys and sharing results with Life Span's direct service providers;
- 3) Documenting activity in client files and continually assessing and reviewing progress and goals with client and Life Span supervisors;
- 4) Tracking all services clients receive in a comprehensive database;
- 5) Creating and reviewing reports summarizing client services on a quarterly basis; and
- 6) Conducting staff-wide meetings on a quarterly basis to assess progress in meeting agency goals and to develop appropriate agency-wide responses to any new trends or service delivery challenges.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Shelter, Inc

Contact Person Marci Finegood Title Grant Writer

Phone 847-590-6188 x 24 Fax 847-590-6198 E-mail mfinegood@shelter-inc.org

Address 1616 N. Arlington Heights Rd. Arlington Heights, IL 60004

Organization Website www.shelter-inc.org

DUNS (Dun and Bradstreet) Number* 114-535941

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Healthy Families Program

Project Location Northwest Suburbs of Chicago

Arlington Heights CDBG Funding Requested \$5,000 Program Budget \$604,215

A. PROGRAM

1. 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:

For 19 years, Shelter has provided education and support to first-time at-risk parents to prevent abuse before it begins by helping them create safe and healthy environments for their babies. Accredited by Healthy Families America, Shelter's Healthy Families program is an evidence - based, intensive home visiting program that works with first- time, at-risk parents to strengthen the parent/child relationship, promote positive parenting and healthy child growth and development. The Healthy Families approach is designed to begin working intensively with new parents around the time their babies are born with services available for up to five years; the most crucial years of a child's life. The program is voluntary, confidential and free of charge. Through intensive home visits, our staff teaches fundamental parenting skills such as soothing a crying baby, stress management, effective discipline, health care and nutrition. To ensure a complete continuum of care and avoid costly duplication of services, our professional staff works with health care, social service, public and community organizations to provide critical linkages for appropriate services.

In 1996, we began Healthy Families with a stepdown grant from Northwest Community Healthcare, later including Alexian Brothers Medical Center in Elk Grove Village, and St. Alexius Medical Center in Hoffman Estates. Our program holds the distinction of being the

first and only Healthy Families program in the Northwest suburbs of Chicago. Our professional staff continues to work closely with our partner hospitals to receive referrals, conduct screenings and provide services.

Our Program:

- **Is Family-Centered:** We understand services that engage, involve, strengthen, and support families is the most effective approach to ensuring children's safety, permanency, and well-being.
- **Is Culturally Sensitive:** Conducted in English and Spanish, Shelter's Healthy Families staff provides services with the understanding, acknowledgement and respect of cultural difference among families. Likewise, our staff and materials reflect the cultural, language, geographic, racial, and ethnic diversity of the population served.
- **Embraces the Infant Mental Health Approach/Innovative Practices:** Recognizing that receptive relationships with consistent primary caregivers help build positive attachments supporting healthy social emotional development in children; the Infant Mental Health approach is integrated into the core of the Healthy Families program. As part of this approach, Shelter was excited to participate in the Erikson Institute Fussy Baby Network Advanced Training and Evaluation Project. This project was part of an innovative pilot program to develop an infant mental health informed Advanced Training for use in Healthy Families America programs nationwide. Furthermore, we worked (and continue to work) with an infant mental health consultant to support/build the capacity of our staff to respond to the social/emotional and mental health needs of young children.

Shelter's goals for the Healthy Families Program include:

1. **Babies will receive immunizations and well-baby visits to pediatricians on a timely basis. Parents will receive the tools and support needed to achieve their personal goals (i.e. money management, education, employment, housing etc.)Strengthen a nurturing parent-child relationship to promote healthy childhood development and growth and safe environment.**
2. **Provide critical linkages to appropriate needed community services and resources for parents and children.**
3. **Enhance family functioning to reduce risk by building their protective factors:**
 - **Parental Resilience**
 - **Social Connections**
 - **Knowledge of Parenting and Child Development**
 - **Concrete Support in Times of Need**
 - **Children's Social and Emotional Competence**
4. **Identify developmental delays and mental health issues in children, in order to link to early intervention services by conducting screenings every 3 months in the first year of life and 6 months thereafter.**

We will help each parent develop and set goals and evaluate progress toward those goals during the home visits. Following evaluation, a new plan, highlighting progress and new goals, will be developed for each parent every six months.

It is our goal over the next year to ensure that an ever-increasing number of first-time, at-risk parents will have the opportunity to build safe and healthy environments for their babies and improve childhood outcomes.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

No.

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

If yes, please specify how funds will be used: N/A

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served):

Our strength-based approach improves the lives of families throughout Cook County including the following townships:

1. Schaumburg
2. Barrington
3. Elk Grove
4. Hanover
5. Palatine
6. Wheeling

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

3. Describe any additional criteria for your program:

In addition to the Healthy Families income requirement and geographic service area limits, our Healthy Families staff screens first-time parents at our three partnering hospitals to determine "at risk" eligibility either prenatally, at birth or up to three months after birth. If a first-time parent is determined to be "at-risk" they are eligible to receive our Healthy Family services until their child reaches the age of five. The pre-dominant risk factors include: post-partum depression, isolation, domestic violence, low income and lack of high school diploma.

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

Shelter, Inc. has three offices in Arlington Heights. Shelter's Administrative office is located at 1616. N. Arlington Heights Rd. Shelter's Healthy Families and Foster Care offices are located at 120 East Eastman.

The Healthy Families staff provides intensive home visits for first-time, at-risk parents that reside in the Village of Arlington Heights; teaching them fundamental parenting skills such as soothing a crying baby, stress management, effective discipline, health care and nutrition. The staff also provides referrals to community resources for continuing education, support groups, budgeting information, employment services and housing information.

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

No.

C. PROGRAM CLIENT STATISTICS

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

Shelter provides Healthy Families services for up to five years, the most critical time of a child's life. These services include:

1. Social and psychological screenings and assessments of first- time parents at our partner hospitals;
2. Intensive home visits for up to five years (the most critical time in a child's life), where our professional staff teach crucial parenting skills, provide referrals and help first-time, at-risk parents create safe and healthy environments for their babies;
3. Routine post-partum depression and domestic violence screenings;
4. Creating a Family Goal Plan for each parent, with measures that are assessed at timely intervals for each parent in the program;
5. Multilingual, education- appropriate materials on parenting, budgeting, child development and other topics pertinent to raising a child and creating safe and healthy environments; and
6. Critical linkages to community resources for mental health services, primary health care providers, continuing education, support groups, budgeting information, employment services and housing information. Our partners combine resources to create a complete continuum of care for our families and avoid costly duplication of services.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	3,000*	189*	189*
October 1, 2015 - current	1,188*	66*	N/A
October 1, 2014 – September 30, 2015	3,114*	174*	N/A

*** Total persons served inclusive of eligibility screenings and intensive home visits**

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

We will consider Healthy Families a success if we meet the following indicators (these measures are based on the Illinois Department of Human Services and Healthy Families America standards for "best practices"):

- Scheduled immunizations: 90% of children ages 12-35 months
- Well child visits: 90% of children ages 2-36 months
- Developmental screenings: 90% of children at suggested intervals

- **Expected Home Visits (based on level): 75% of families will receive 75% of expected visits**
- **Abuse/Neglect: 0 children will be removed from parental care due to allegations of abuse or neglect.**
- **Mothers receive at least one screening for post-partum depression during child's first year.**
- **Achievement of Family Goal Plans**

Every year for the past 19 years Shelter has successfully met the bench marks above. Our greatest accomplishment though, is the fact that for 19 years, none of the children being served in our Healthy Families Program were placed in emergency foster care due to allegations of abuse or neglect. Additionally, every baby in our Healthy Families Program has received timely immunizations, well-child visits and have a primary medical home. But our greatest measures of success are the families who are living better lives as a result of our services.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 15
 Would this program exist without CDBG funding? Yes No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 8
 b. Part time 1
 c. Volunteers 2

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): _____
Carol Brown, Director of Development and Marci Finegood, Grant Writer

How long has the Staff identified above been with the agency? Carol Brown, 30 years and Marci Finegood, 4 months

E. FEES AND FUNDING SOURCES

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

*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 for this program and the portion 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	\$46,000	\$1,840
Private Funds	\$24,250	\$970
Program Income (Client fees)	\$0	\$0
Other Funding (i.e. donations, fundraisers, etc.) Please specify Special Events	\$34,400	\$1,376

4. Does your agency receive more than \$750,000 in federal funds? Yes No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$2,912,700	\$604, 215	\$5,000
2015	\$2,802,853	\$576,948	\$0
2014	\$2,699,745	\$585,219	\$0

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$5,000
Payroll for general administration of the CDBG grant*	\$0
Rent**	\$0
Utilities**	\$0
Other administrative costs (please specify)	\$0
Construction/Rehabilitation	\$0
Total CDBG Grant Request	\$0

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ **Creating a Suitable Living Environment**
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☐ Affordability
☒ **Sustainability**

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Carol Brown
Name (Printed)

Signature

Director of Development
Title Delta, Inc.
3-31-16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Clearbrook

Contact Person Michael D. Dalton Title Director of Operations

Phone 1-847-870-7711 ext. 5017 Fax 1-847-870-7741 E-mail midalton@clearbrook.org

Address 1835 West Central Road Arlington Heights, IL 60005

Organization Website clearbrook.org

DUNS (Dun and Bradstreet) Number* 10-218-0775

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Community Living Services

Project Location Arlington Heights, IL 60005

Arlington Heights CDBG Funding Requested \$8,000.00 Program Budget \$10,000.00

A. PROGRAM

1. 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:

Clearbrook is requesting CDBG funds to replace the driveway at 044... CILA that service (7) residents of which one is visually impaired. The driveway is unsafe for our residents due to the condition of the driveway (cracks and holes throughout) that are now trip and fall hazards. Due to this being an "intermittent" CILA with only 52 hours a week of supervision the upkeep of this property is of high importance for safety related issues such as this driveway. Clearbrook's residence is one of Clearbrook's Community Integrated Living Arrangements (CILAs). By definition, a CILA is a living arrangement for adults (ages 18 and older) in a group home, family home or apartment where 8 or fewer unrelated adults with intellectual/developmental disabilities live under the supervision of a community developmental services agency. Specifically, the CILA has a licensed capacity of seven (7) residents and is presently home to seven (7) residents: four (4) women and three (3) men. The home is referred to as an

* Address struck by Village staff for the benefit/ safety/ confidentiality of the residents.

“intermittent” CILA where supervision is provided during the afternoons/evenings six days/week for a total of 52 hours. The residents are independent in providing for their needs in the early hours of the day and overnight. A Program Manager (PM) is assigned to the CILA. The PM is present in the home five (5) hours/week and is on call 24/7. The purpose of the CILA is to provide each resident with the supports needed to maximize their independence and engagement in their community. Examples of supports include: money management, medication management, time management, wellness, etc. Each resident is engaged in meaningful, full-time day activities that can include workshop services, supported employment, independent employment, volunteering, and others. Each resident directs the identification of their supports through a model of “person-centered planning” and the development of individualized goals and objectives. The program is not time-limited as the funding for the program follows the person and not the program, thereby providing each resident with choice.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Cook County and Lake County

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

Yes

☒ No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Clearbrook's footprint extends to fourteen counties, the majority of which are served through supports provided in family homes to infants, toddlers, children and adults. The organization owns/operates facilities in Cook, Lake, McHenry and DuPage counties in the following communities*: 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, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Schaumburg, Skokie, Waukegan, Wheeling, Wilmette.

*locations of the Community Integrated Living Arrangements/CILAs, one of which is the Dwyer CILA, for which funding is being requested are noted in italics

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

3. Describe any additional criteria for your program: All persons served by the program are at least eighteen (18) years of age, have been determined to have a developmental or intellectual disability, and are in need of an array of services and a supervised living arrangement. The client or guardian shall provide informed consent for participation in a CILA and shall agree to participate in the development and implementation of the individual integrated services plan.

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

Clearbrook's administrative office is located in Arlington Heights. Also located in a shared space in Arlington Heights are the organization's CHILD Therapy Services Program, Community Employment Services (CES) and Community Integrated Living Arrangement (CILA) Program. Scattered throughout neighborhoods in Arlington Heights are seven CILAs including the ... CILA for which CDBG funding is being requested.

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

Within the northern suburbs, the following agencies provide CILA services for adults with developmental and intellectual disabilities: Glenkirk (based in Northbrook); American Residential Care Center (based in Schaumburg); Orchard Village (based in Skokie); Shore

Community Services (based in Skokie); and, Lambs Farm (based in Libertyville operates campus-based residences. Of these, Clearbrook is the largest provider of CILA services, has the greatest presence in the service area, and provides the most expansive array of CILAs with respect to the needs of persons served.

C. PROGRAM CLIENT STATISTICS

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

For FY' 16 to date (7/15 -2/16), the residents of this CILA in Arlington Heights have been provided: 1,344 hours of direct supervision; 160 hours of case management; and 48 hours of behavioral services in their home. Additionally, the residents have participated in a total of 1,480 hours workshop services and 528 hours of community employment*

*none of the residents work full-time

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	7	7	7
October 1, 2015 - current	7	7	7
October 1, 2014 – September 30, 2015	7	7	7

3. How will you meet your CDBG goals for Arlington Heights residents identified above? Built in 1966 and purchased by Clearbrook in 2000, this residence has been the home to the licensed capacity of seven (7) adults with developmental and intellectual disabilities for more than fifteen (15) years. CDBG goals for these Arlington Heights residents will be met as the requested project addresses: the Village's high priority need of Affordable Housing for persons with developmental disabilities by preserving, maintaining and improving the community's housing stock and reducing the cost burden of housing for extremely low, low and moderate income households.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 0*

*This is based upon the licensed capacity of the Dwyer CILA. Through attrition, this number could increase over time.

Would this program exist without CDBG funding?

☒ Yes

No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 1 Direct Support Professional

b. Part time 1 Direct Support Professional

1 Program Manager

1 Behavior Therapist

c. Volunteers As available

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.): _____

Michael D. Dalton Director of Operations

How long has the Staff identified above been with the agency? 19 Years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: \$0

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

2. Describe how client fees are used: _____

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
HOME Funds	\$0	\$0
ESG Funds	\$0	\$0
HOPWA Funds	\$0	\$0
Appalachian Regional Commission	\$0	\$0
Other Federal Funds	\$245,000	\$0
State/Local Funds	\$29,936,335	\$1,010,730
Private Funds	\$350,000	\$0
Program Income (Client fees)	\$5,400,000	\$360,383
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$3,252,815	\$

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

☒ Yes

☐ No

See A-133 report attached.

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$40,887,186	\$10,000	\$8,000
2015	\$39,999,771	\$0	\$
2014	\$38,034,735	\$0	\$0

2. Indicate how CDBG are proposed to be utilized

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
Other administrative costs (please specify)	\$0
Construction/Rehabilitation	\$10,000
Total CDBG Grant Request	\$8,000

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Michael D. Dalton
Name (Printed)

Director of Operations
Title


Signature

4/1/16
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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WILL NOT BE ACCEPTED.

14

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Little City Foundation

Contact Person Carrie Carnaghi Title Grants Manager

Phone 847-221-7865 Fax 847-303-0015 Email ccarnaghi@littlecity.org

Address 1760 W. Algonquin Road, Palatine, Illinois 60067

Organization Website www.littlecity.org

DUNS (Dun and Bradstreet) Number* 069962314

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service CILA Home Renovation Project

Project Location 2 CILA Group Homes* in Arlington Heights

Arlington Heights CDBG Funding Requested \$16,223 Program Budget \$18,463

A. PROGRAM

1. 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:

Little City provides Community Integrated Living Arrangement (CILA) housing for adults (ages 22 and older), in group home settings where up to eight individuals with intellectual and developmental disabilities live under the supervision of trained and supportive Little City staff. Residents of the homes receive complete and individualized residential care and personal support services. CILA living also provides a stable and comfortable home environment, along with specialized services that promote inclusion and physical well-being in their homes and communities. Little City's CILA homes are located in neighborhood settings, which offer a warm and welcoming environment. Life Skills Instructors provide support 24 hours a day, seven days a week. Residents living in CILA homes, enjoy the pleasures of sharing a of home their own while simultaneously learning to handle the responsibilities that coincide with independent living.

Please see attached for more information.

* Addresses struck by Village staff for the benefit/safety/
Confidentiality of the residents.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Yes, Little City has worked with the Village of Arlington Heights, Village of Schaumburg, Cook County, DuPage County, and Lake County.

3. Will any funds be used for research and development? Yes ☒ No

If yes, please specify how funds will be used: Not applicable.

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served):

Little City's service area consists of a 25-mile radius extending from the main campus located in Palatine. Little City maintains CILA homes in multiple communities including: Schaumburg, Arlington Heights, Hanover Park, Hoffman Estates, Palatine, Roselle, Streamwood, and Mundelein.

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

3. Describe any additional criteria for your program: Not applicable.

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

Little City operates two CILA homes in Arlington Heights

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

Clearbrook, Glenkirk, and St. Colleta's provide services for individuals with disabilities including CILA living.

C. PROGRAM CLIENT STATISTICS

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

Little City's Community Integrated Living Arrangement (CILA) provides individuals with disabilities the opportunity to live in residential communities supported by Little City staff 24 hours a day and 7 days a week. The residents learn to live as independently as possible in a home environment. Staff teach the residents home management skills such as budgeting, cooking, cleaning, laundry, assorted daily living activities, and community engagement activities. Little City also provides clinical (mental health and behavioral intervention), recreational (community, campus, and home based), and medical services.

2. Complete the following table for low and moderate income persons assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	14	14	14
October 1, 2015 - current	14	14	14
October 1, 2014 – September 30, 2015	14	14	14

3. How will you meet your CDBG goals for Arlington Heights residents identified above?
The upgrades to the homes will provide a safe and suitable living arrangement for the individuals

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve?
Not applicable

Would this program exist without CDBG funding? X 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 1
 - c. Volunteers As needed for home beautification projects
2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):
- Carrie Carnaghi, Grants Manager
- Bill Brennan, Director of Facilities

How long has the Staff identified above been with the agency? One year and six months

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*:

Not applicable.

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

2. Describe how client fees are used: Not applicable

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$	\$
HOME Funds	\$	\$
ESG Funds	\$	\$
HOPWA Funds	\$	\$
Appalachian Regional Commission	\$	\$
Other Federal Funds	\$158,508	\$ 158,508
State/Local Funds	\$ 528,552	\$ 528,552
Private Funds	\$	\$
Program Income (Client fees)	\$	\$
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ 8,539	\$ 8,539

4. Does your agency receive more than \$750,000 in federal funds? Yes X No

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ 26,886,338	\$ \$18,463	\$ 16,223
2015	\$ 24,498,488	\$ 27,605	\$ 23,730
2014	\$ 23,551,741	\$ 29,000	\$ 17,855

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$ 16,223
Total CDBG Grant Request	\$ 16,223

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

☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

2. Please check one of the following to identify your agency's proposed outcomes.
(This should reflect the result your agency would like to accomplish.)

☐ Availability/Accessibility
☐ Affordability
☒ Sustainability

H. OTHER INFORMATION

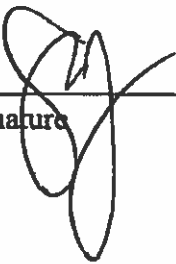
The following documents **must be included** with your application:

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Shawn E. Jeffers
Name (Printed)

Executive Director
Title


Signature

3/29/2010
Date

APPLICATIONS SHOULD BE RETURNED TO:

**VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005 or to nboyer@vah.com**

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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WILL NOT BE ACCEPTED.**

2016 Village of Arlington Heights Community Development Block Grant Application
Little City's CILA Home Renovation Project

Project Description Continued:

Little City has owned and operated two homes located in Arlington Heights for twenty years: *One home* is comprised of four bedrooms, two bathrooms, living room, dining room, and a kitchen. Six women between the ages of 41-66 reside in the ~~first~~ home. The demographics within the home are 83% Caucasian and 17% African American. The *other* home consists of six bedrooms, three bathrooms, kitchen, living room, and dining room which also serves as an activity room. Eight men between the ages of 27-45 live in the home. The demographics within the ~~second~~ home are 64% Caucasian, 12% Hispanic, 12% African American and 12% Asian. 100% of the residents in both homes are considered low-income.

The proposed *2-home* CILA Home Renovation Project consists of three components that will increase the quality of life for the residents as well as increase safety features within each home:

1. Install overhead lighting and LED lighting in the bedrooms, living room, and dining room at *home #1*
2. Replace light fixtures with LED lighting in the living room, bathrooms, kitchen, living room and dining room at *home #2*
3. Replace the kitchen floor at *home #2*

Currently, the bedrooms and living room at ~~home #1~~ do not contain overhead lighting. The rooms are illuminated by floor lamps and small bedside table lamps which provide minimal lighting. Installing LED light fixtures in the ceiling will provide light to a much larger area within the room, increasing visibility, and safety for the residents within the home. Little City will also upgrade the fluorescent lighting in the living room, dining room, and bathrooms at ~~home #1~~ to LED lights. LED lights are energy efficient, eco-friendly, consume 80-90% less energy, and have an impressive 20-year life span.

The kitchen floor at ~~home #1~~ is outdated, worn and in need of replacement. Little City will replace the current white flooring with laminate wood flooring. The new laminate floors have texture, color, and grain variation to make the floors look more like real wood. Laminate flooring is a great option for active households because it is made of non-porous aluminum oxide which reduces the chances of stain, fade, wear and moisture.

Little City's CILA homes are continuously being assessed for upgrades and capital improvements to better accommodate the specific needs of the residents. In an effort to make all CILA homes safe and comparable to standard homes within the community Little City continuously invests in upgrades for its properties.

Little City respectfully requests \$16,223 to install overhead lighting and LED light fixtures at home #1 as well as install LED lighting and replace the kitchen floor at home #2 located in Arlington Heights.

2016-2017 *2-Home* CILA Home Renovation Project Budget

Revenue:

Little City General Operations Fund	\$2,240
Village of Arlington Heights	\$16,223
Total Revenue	\$18,463

Expense:

LED light fixtures-	\$2,303
Installation of overhead lighting- <i>Home #1</i>	\$9,970
LED light fixtures- <i>Home #2</i>	\$1,850
Kitchen flooring- <i>Home #2</i>	\$2,100
Director of Facilities Salary Support	\$1,040
Administration and Finance Support	\$1,200
Total Expenses	\$18,463
Total Project Budget	\$18,463

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**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Glenkirk

Contact Person Linda Berkowitz Title Community Resource Development Manager

Phone 847-272-5111 (office)/847-414-1582 (cell) Fax 847-272-7350 E-mail lberkowitz@glenkirk.org

Address 3504 Commercial Avenue, Northbrook, IL 60062

Organization Website www.glenkirk.org

DUNS (Dun and Bradstreet) Number* 020035267

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Residential Housing -

Project Location — * Arlington Heights, IL 60004

Arlington Heights CDBG Funding Requested \$33,200 Program Budget \$44,310

A. PROGRAM

1. 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:

Long an innovator, Glenkirk has led the movement toward community integration, developing residential alternatives for individuals of all ages with intellectual disabilities to live in home-like environments within the community. In Arlington Heights, Glenkirk has four community-based homes serving 28 individuals with intellectual disabilities. These homes, known as CILAs (Community Integrated Living Arrangements) are family-oriented, group homes designed to enable all residents to reach their full potential while living and working in a fully integrated community environment. CILAs provide a family setting where residents choose their own roommates and room décor, shop for groceries, and actively participate in leisure and community activities with the rest of their family. It is in one of these homes that Glenkirk seeks funding to renovate a kitchen as well as install a sensory room in the basement.

* Address struck by Village staff for the benefit, safety and

The renovation work on the kitchen will include a replacing all the appliances, cabinetry, flooring, and lighting as well as building a larger pantry and refinishing the wood flooring in the living room. These improvements will all be ADA compliant and, within out budget constraints, we will strive to include universally accessible features. The sensory room will improve the development of thought, intelligence and social skills of the Chestnut residents; multi-sensory environments offer people with cognitive impairments and other challenging conditions the opportunity to enjoy and control a variety of sensory experiences.

At the — CILA, six unrelated individuals receive complete and individualized residential care, personal support services, and day/vocational services. Five men and one woman, with intellectual and developmental disabilities live there, ranging in age from 30 to 57, with an average age of 44. Two individuals recently moved into ^{the home} the average length of residency in the house is 7¼ years. Four of the individuals attend day programming in Arlington Heights and two in Northbrook. The six individuals at ^{the home} will continue to live there until such time as they either choose to live elsewhere or when they are no longer able to meet the mental health and/or physical criteria required to remain in a CILA.

Goals are set in three areas for each individual in a CILA: Life Long Skills; Home Living Skills; and Community Living Skills. Life Long Skills include keeping a schedule, socialization skills, the ability to tell time, and money skills. Home Living Skills include housekeeping, laundry, showering, cooking, eating, dressing, and bathing. Community Living Skills include shopping, ordering off a menu and eating at a restaurant, paying for purchases, and staying safe in the community, which includes awareness of stranger danger, crossing streets, and using Pace transportation. Each individual has at least one individual goal in each of the three skill areas indicated above. Program service professionals develop reasonable and realistic goals for each individual. The progress toward the goals in each of the three areas listed above are tracked closely and reevaluated monthly.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

Glenkirk has previously received CDBG money from Arlington Heights. The first project involved installing energy efficient windows in two CILAs in 2011. In 2015, Glenkirk completed work on a kitchen renovation for a CILA with funds from Arlington Heights. Funding was recently approved for renovating a CILA bathroom, though the money has not yet

been received. We also have received CDBG money from Cook County to rehab and improve our administrative offices in Northbrook.

3. Will any funds be used for research and development? Yes X No

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): Glenkirk's service area is northern 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 target population is intellectually disabled individuals who have attained the age of 18 and who have substantial functional limitations in at least one of the following areas of major life activity: self-care; self-direction; capacity for independent living; and/or economic self-sufficiency. To be eligible for any of Glenkirk's residential services, individuals have to go through the State of Illinois's intake process that entails being added to the Prioritization of Urgency of Need for Services ("PUNS") database.

4. What facilities, services, or programs are operated in Arlington Heights?
Glenkirk operates four Community Integrated Living Arrangements in Arlington Heights that serve a total of 28 individuals. We also have day/vocational programs that provide programming and services to 57 individuals. Finally, Glenkirk maintains a medical services clinic at its Arlington Heights day services location as well as providing basic healthcare and some specialized services to individuals residing in group homes owned and/or managed by Glenkirk.

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

Yes there are at least 13 other agencies that provide similar services in northern Cook County. However, there continues to be a shortage of residential housing for individuals with intellectual disabilities as evidenced by the waiting lists for CILAs that each of the agencies maintain.

C. PROGRAM CLIENT STATISTICS

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

Each of the four CILAs located in Arlington Heights operates around the clock, 365 days/year. In these homes, individuals live in family-like settings. During the day, four individuals from the — CILA attend day programming in Arlington Heights and two attend day programming in Northbrook. Weekends and evenings are filled with education, recreational, and community programming. All individuals also receive health and mental health services. Glenkirk's Life Balance program offers an array of mental health and therapeutic services to promote personal growth and development, increase self-esteem and social skills, remove barriers to community integration, and ensure successful placement of the individuals who receive its serves. It is one of the only specialized mental health programs in Illinois providing services to individuals with intellectual disabilities. Specialized services include assessment and referral for services, expressive arts therapies, individual and group counseling, skills-building psycho-educational classes, and behavioral intervention.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	218	38	6
October 1, 2015 - current	220	38	8
October 1, 2014 – September 30, 2015	225	38	6

3. How will you meet your CDBG goals for Arlington Heights residents identified above? The goal of creating a suitable living environment will be met by renovating and adding accessibility features in the kitchen. Likewise creating a sensory room in the basement will provide stimulation and improve the development of thought, intelligence and social skills of individuals

with intellectual disabilities. With respect to accessibility, the kitchen will be ADA compliant and will include universally accessible features as are financially feasible.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? 0
Would this program exist without CDBG funding? X Yes No

D. STAFF FOR FUNDED PROGRAM

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

a. Full time 7
b. Part time 4
c. Volunteers 0

2. Provide the name of the Staff that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Mark Ingrum

How long has the Staff identified above been with the agency? 27 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected: Glenkirk does not charge fees for services. State money as well as federal entitlements such as SSDI, SSI, and RR pay for the services.

2. Describe how client fees are used: As noted above, fees are not charge. The State of Illinois has very specific guidelines for how the entitlement money can be spent and is limited to direct and indirect housing costs including, but not limited to rent, gas and electric, transportation and phone. Likewise the federal entitlement money has very specific uses.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$0	\$0
HOME Funds	\$0	\$0
ESG Funds	\$0	\$
HOPWA Funds	\$0	\$
Appalachian Regional Commission	\$0	\$0
Other Federal Funds (SSI and SSA)	\$67,390	\$67,390
State/Local Funds	\$275,770	\$275,770
Private Funds	\$8,500	\$8,500
Program Income (Client fees)	\$	\$
Other Funding (i.e. donations, fundraisers, etc.) Please specify		
Arlington Heights CDBG	\$33,200	\$33,200
Glenkirk general operating budget	\$7,610	\$7,610

4. Does your agency receive more than \$750,000 in federal funds? X Yes* No
Federal money received are actually entitlements and include SSI, SSA, and RR (Railroad Retirement) payments. These payments belong to the individuals who receive them and must be used for that individual's benefit; Glenkirk is prohibited from using these funds for the benefits of the agency as a large.

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget*	Arlington Hts. CDBG Portion
2016 (Proposed) (7/16-6/17)	\$14,854,164	\$404,160	\$36,610 33,200
2015 (7/15-6/16)	\$14,993,778,	\$464,710	\$15,000 (awarded but not yet received)
2014 (7/14-6/15)	\$14,849,110	\$429,055	\$24,900

*Please note the reason that program costs vary is that the program budget is specific to the Glenkirk CILA for which funding is sought. The majority of the CILA budget is money from the State of Illinois, which provides money earmarked for each individuals based on her/his disabilities. Thus houses with the same number of residents may or may not have identical budgets.

2. Indicate how CDBG are proposed to be utilized

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
Other administrative costs (please specify)	\$0
Construction/Rehabilitation	\$33,200
Total CDBG Grant Request	\$33,200

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

(This should reflect the purpose of your agency's proposed program.)

- ☒ Creating a Suitable Living Environment
☐ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☒ Availability/Accessibility
☐ Affordability
☐ Sustainability

H. OTHER INFORMATION

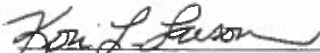
The following documents **must be included** with your application:

1. Mission statement.
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
– perhaps add more proposed funding
3. Current budget, including proposed funding sources.
4. Most recent audit.
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
7. Organizational chart.

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

Kori L. Larson
Name (Printed)

Executive Director
Title


Signature

March 28, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Village of Arlington Heights

Contact Person Nora Boyer Title Housing Planner

Phone 847-368-5214 Fax 847-368-5988 E-mail nboyer@vah.com

Address 33 S. Arlington Heights Road, Arlington Heights, IL 60005

Organization Website www.vah.com

DUNS (Dun and Bradstreet) Number* 072318629

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Arlington Heights Senior Center

Project Location Village-wide

Arlington Heights CDBG Funding Requested \$150,000 Program Budget \$322,400*

* Total annual debt service bond payment

A. PROGRAM

1. 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:

This request is for the last year of a 20-year financing plan for the repayment of the bonds issued for the purchased and rehabilitation of the Arlington Heights Senior Center. In December 1996, the Village received authorization from HUD to utilize a portion of its CDBG allocation for the debt service on the bonds over a 20-year period. In the first year, 200,000 CDBG funds was used for the debt service and \$150,000 in CDBG funds was to be used for the debt service for the following 19 years with the 2016/2017 program year being the final year.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

This is a self-administered program of the Village of Arlington Heights..

3. Will any funds be used for research and development? Yes ☐ No ☒

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The Village of Arlington Heights.

2. Does this program serve residents of the Village of Arlington Heights? Access to the Senior Center is not denied to persons from other communities, but due to its nature and location, the majority of users of the Senior Center are Arlington Heights residents.

3. Describe any additional criteria for your program: NA.

4. What facilities, services, or programs are operated in Arlington Heights? This application is submitted by the Village of Arlington Heights which operated municipal functions in the Village.

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

No.

C. PROGRAM CLIENT STATISTICS

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

A variety of senior services are offered at the Senior Center. See:

http://www.vah.com/departments/senior_center/default_more.aspx

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	10,000	10,000	10,000
October 1, 2015 – current (est.)	10,000	10,000	10,000
October 1, 2014 – September 30, 2015	10,714	10,714	10,714

3. How will you meet your CDBG goals for Arlington Heights residents identified above? The Senior Center has been an active part of the community life in Arlington Heights since it opened over 20 years ago. The facility meets the CDBG goal of providing a public facility for senior citizens. Senior citizens are presumed to be moderate income.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve?

Approximately 10,000 senior citizens are served per year.

Would this program exist without CDBG funding?

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 that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Nora Boyer , Housing Planner

How long has the Staff identified above been with the agency? 21 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: Not applicable

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

2. Describe how client fees are used: Not applicable

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ none	\$ na
HOME Funds	\$ none	\$ na
ESG Funds	\$ none	\$ na
HOPWA Funds	\$ none	\$ na
Appalachian Regional Commission	\$ none	\$ na
Other Federal Funds	\$ none	\$ na
State/Local Funds General Fund portion of bond payments	\$ 172,400	\$ 172,400
Private Funds	\$ none	\$ na
Program Income (Client fees)	\$ none	\$ na
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ none	\$ na

4. Does your agency receive more than \$750,000 in federal funds? Yes ☒ No ☐

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ VAH Budget	\$ 322,400*	\$ 150,000
2015	\$ VAH Budget	\$ 322,400*	\$ 150,000
2014	\$ VAH Budget	\$ 322,400*	\$ 150,000

* Total annual debt service on the bonds.

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other (please specify) Debt Service on Bonds	\$ 150,000
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$ 150,000

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☒ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement. Village Board Goals:
http://www.vah.com/government/village_board/goals.aspx
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
3. Current budget, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
4. Most recent audit.
http://www.vah.com/assets/1/finance_department/FY2015_CAFR.pdf
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
The Village of Arlington Heights is an Illinois Municipal Corporation
7. Organizational chart.
http://www.vah.com/assets/1/documents/Village_Org_Chart.pdf

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

Nora Boyer
Name (Printed)


Signature

Housing Planner
Title

March 2, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

**VILLAGE OF ARLINGTON HEIGHTS
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION INSTRUCTIONS**

The Village of Arlington Heights is accepting grant applications to be funded from its FY 2016-2017 Community Development Block Grant (CDBG) allocation. The CDBG Application Form is available on the Village of Arlington Heights' website in the Document Center. The document is named **2016-2017 CDBG Application**. Paper copies of the application are available upon request to the Village by calling (847) 368-5214.

Applications are to be submitted electronically to nboyer@vah.com. Applications must be received no later than 5:00 p.m. on **Friday, April 1, 2016**.

Submission Requirements

The electronically submitted application must include the following as attachments to the email sent to nboyer@vah.com:

- 1) A single pdf file titled: "2016-2017 VAH CDBG Application.*agency's name*" containing the completed application form; and
- 2) A second pdf file containing the attachments listed on page 6 (Part H Other Information) of the application form. This file is to be titled: "2016-2017 VAH CDBG Grant Proposal.*Other Information.agency's name*." If the applicant's audit cannot reasonably be sent electronically in this manner, the applicant may: 1) submit the audit electronically in a separate file, 2) send a hardcopy to the Village, or 3) provide a link to a web address where the audit is available.

If the applicant is not able to submit its application electronically, or has difficulty submitting the application as directed above, the applicant may submit one paper copy of the application and other information described above under Submission Requirements. The paper application must be delivered to the Department of Planning & Community Development, 33 S. Arlington Heights Rd., Arlington Heights, IL 60005 by **5:00 p.m. on Friday, April 1, 2016**. Paper applications will be scanned and provided electronically to the Village Board.

Grant Application Evaluation

The Village will apply the following criteria to each request during its evaluation:

1. The program or service must conform to CDBG requirements.
2. The program or service must be consistent with the Village's CDBG and Consolidated Plan objectives.
3. The program or service will be evaluated for program efficiency, including the number of Arlington Heights residents assisted per dollar of CDBG funding, the extent to which CDBG funds will leverage funding from other sources, the avoidance of program duplication, and the intended outcomes of the service or program.
4. The applicant's ability to meet administrative requirements.

The Village Board of Trustees' Committee of the Whole will hold two public hearings and there will be a 30 day public comment period on this topic. All applicants will be notified of the dates of the public hearings and public comment period. The dates will also be posted on the Village's website.

Past funding is not a guarantee the Village will fund a program or service in the future. The Village reserves the right to increase or decrease any or all funding requests to maximize effectiveness or to satisfy budget parameters.

If you have any questions regarding this program or the application requirements, please contact Nora Boyer at the Village of Arlington Heights, Department of Planning & Community Development, (847) 368-5214.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Village of Arlington Heights

Contact Person Nora Boyer Title Housing Planner

Phone 847-368-5214 Fax 847-368-5988 E-mail nboyer@vah.com

Address 33 S. Arlington Heights Road, Arlington Heights, IL 60005

Organization Website www.vah.com

DUNS (Dun and Bradstreet) Number* 072318629

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Single Family Rehabilitation Loan Program

Project Location Village-wide

Arlington Heights CDBG Funding Requested \$65,000 Program Budget \$65,000

A. PROGRAM

1. 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:

This request is for the continuation of the Village's Single Family Rehab Program that the Village has operated since 1978. To date, \$4.9 million has been lent for improvements to 475 homes and \$2.8 million has been repaid and circulated back into the CDBG program. Loans are for the repair or replacement of basic components of the home (ex. roofs, furnaces, windows, accessibility improvements, etc.). The loans are made at 0% interest and are repaid when the owner ceased to be the full-time owner-occupant of the home which is usually upon the sale of the property.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

This is a self-administered program of the Village of Arlington Heights for Village of Arlington Heights homeowners.

3. Will any funds be used for research and development? Yes ☐ No ☒

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The corporate limits of the Village of Arlington Heights

2. Does this program serve residents of the Village of Arlington Heights? No

3. Describe any additional criteria for your program: Homeowners must have owned and occupied their homes for a minimum of 2 years; they must meet HUD's low and moderate income guidelines; the loan to value ratio including the Village loan may not exceed 85%; the property must pass an environmental review; and projects are subject to federal lead based paint laws. Other CDBG and federal laws and regulations also apply.

4. What facilities, services, or programs are operated in Arlington Heights? This application is submitted by the Village of Arlington Heights which engages in municipal functions for the Village.

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

No.

C. PROGRAM CLIENT STATISTICS

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

Homeowner home rehabilitation.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Homes Improved	Arlington Hts Homes Improved	Total Arlington Hts Homes Improved by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	3	3	3
October 1, 2015 - current	3	3	3
October 1, 2014 – September 30, 2015	2	2	2

3. How will you meet your CDBG goals for Arlington Heights residents identified above? The Single Family Rehabilitation Loan Program is advertised on the Village's website, the Senior Center newsletter and through periodic news articles. Information about the program is also spread through word of mouth among Arlington Heights residents.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? _____

Would this program exist without CDBG funding?

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 that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Nora Boyer , Housing Planner

How long has the Staff identified above been with the agency? 21 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: Loans are repaid when the owner ceases to be the owner-occupant of the home – usually upon the sale of the property.

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

2. Describe how client fees are used: The repayments are treated as program income by the Village as required by HUD. Program income is rebudgeted and used for CDBG eligible purposes.

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ none	\$ na
HOME Funds	\$ none	\$ na
ESG Funds	\$ none	\$ na
HOPWA Funds	\$ none	\$ na
Appalachian Regional Commission	\$ none	\$ na
Other Federal Funds	\$ none	\$ na
State/Local Funds	\$ none	\$ na
Private Funds	\$ none	\$ na
Program Income (Client fees)	\$ none	\$ na
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ none	\$ na

4. Does your agency receive more than \$750,000 in federal funds? Yes ☒ No ☐

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ VAH Budget	\$ 65,000	\$ 65,000
2015	\$ VAH Budget	\$ 121,735	\$ 121,735
2014	\$ VAH Budget	\$ 124,550	\$ 124,550

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$ 65,000
Total CDBG Grant Request	\$ 65,000

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☒ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement. Village Board Goals:
http://www.vah.com/government/village_board/goals.aspx
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
3. Current budget, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
4. Most recent audit.
http://www.vah.com/assets/1/finance_department/FY2015_CAFR.pdf
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
The Village of Arlington Heights is an Illinois Municipal Corporation
7. Organizational chart.
http://www.vah.com/assets/1/documents/Village_Org_Chart.pdf

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

Nora Boyer
Name (Printed)

Housing Planner
Title


Signature

March 2, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

ANY APPLICATIONS RECEIVED AFTER THE DEADLINE
WILL NOT BE ACCEPTED.

**Village of Arlington Heights
2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Village of Arlington Heights

Contact Person Nora Boyer Title Housing Planner

Phone 847-368-5214 Fax 847-368-5988 E-mail nboyer@vah.com

Address 33 S. Arlington Heights Road, Arlington Heights, IL 60005

Organization Website www.vah.com

DUNS (Dun and Bradstreet) Number* 072318629

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service Group Home and Transitional Housing Rehabilitation Program

Project Location Village-wide

Arlington Heights CDBG Funding Requested \$ 80,000 Program Budget \$80,000

A. PROGRAM

1. 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:

This purpose of this program is to provide funds for the improvement of home occupied by persons with disabilities and persons living in transitional housing.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

This is a self-administered program of the Village of Arlington Heights for Village of Arlington Heights homeowners.

3. Will any funds be used for research and development? Yes ☐ No ☒

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The corporate limits of the Village of Arlington Heights

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

3. Describe any additional criteria for your program: The homes and units involved in the program are typically owned by non-profit agencies and serve either limited clientele (persons with disabilities) or persons participating in transitional housing programs.

4. What facilities, services, or programs are operated in Arlington Heights? There are currently 16 detached, single-family, group homes and one 11-unit transitional housing apartment building in Arlington Heights.

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

The agencies that own and operate group homes receive funding from other sources. However, there is reportedly a lack of sufficient funding for making improvements to group homes and transitional housing due, in part, to decreases in support from the State.

C. PROGRAM CLIENT STATISTICS

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

Rehabilitation of group homes and transitional housing units.

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Group Homes Improved*	Total Arlington Hts Group Homes Improved*	Total Arlington Hts Group Homes Improved with CDBG Funds*
October 1, 2016 - September 30, 2017 (proposed)	3	3	3
October 1, 2015 – current (17 months)	5	5	5
October 1, 2014 – September 30, 2015	2	2	2

* 6 – 8 Arlington Heights residents per home

3. How will you meet your CDBG goals for Arlington Heights residents identified above?

Requests for grant applications will be sent to the owners of the group homes and transitional apartments in Arlington Heights.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve? _____

Would this program exist without CDBG funding?

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 that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Nora Boyer, Housing Planner

How long has the Staff identified above been with the agency? 21 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: NA

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ none	\$ na
HOME Funds	\$ none	\$ na
ESG Funds	\$ none	\$ na
HOPWA Funds	\$ none	\$ na
Appalachian Regional Commission	\$ none	\$ na
Other Federal Funds	\$ none	\$ na
State/Local Funds	\$ none	\$ na
Private Funds	\$ none	\$ na
Program Income (Client fees)	\$ none	\$ na
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ none	\$ na

4. Does your agency receive more than \$750,000 in federal funds? Yes ☒ No ☐

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ VAH Budget	\$ 80,000	\$ 80,000
2015	\$ VAH Budget	\$ 66,816	\$ 66,815
2014	\$ VAH Budget	\$ 63,500	\$ 63,500

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other administrative costs (please specify)	\$
Construction/Rehabilitation	\$ 80,000
Total CDBG Grant Request	\$ 80,000

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☒ Affordability
☐ Sustainability

H. OTHER INFORMATION

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

1. Mission statement. Village Board Goals:
http://www.vah.com/government/village_board/goals.aspx
2. Budget for the proposed budget for next fiscal year, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
3. Current budget, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
4. Most recent audit.
http://www.vah.com/assets/1/finance_department/FY2015_CAFR.pdf
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
The Village of Arlington Heights is an Illinois Municipal Corporation
7. Organizational chart.
http://www.vah.com/assets/1/documents/Village_Org_Chart.pdf

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

Nora Boyer
Name (Printed)

Housing Planner
Title


Signature

March 2, 2016
Date

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ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

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2016 Community Development Block Grant
Grant Application
CFDA 14.218
(Program Year October 1, 2016-September 30, 2017)**

Agency Village of Arlington Heights

Contact Person Nora Boyer Title Housing Planner

Phone 847-368-5214 Fax 847-368-5988 E-mail nboyer@vah.com

Address 33 S. Arlington Heights Road, Arlington Heights, IL 60005

Organization Website www.vah.com

DUNS (Dun and Bradstreet) Number* 072318629

* A DUNS Number is required to receive any federal funding. Your application may be automatically rejected if you do not provide this number.

Name of Proposed Program or Service CDBG Administrative Salaries and Others
Administrative Costs

Project Location Village-wide

Arlington Heights CDBG Funding Requested \$60,000 Program Budget \$60,000

A. PROGRAM

1. 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:

This request is for salary and other administrative costs related to the administration of the
Community Development Block Grant Program.

2. Has your organization received CDBG funds before? If so, what municipalities have you worked with?

The Village has received and administered CDBG funds since 1977.

3. Will any funds be used for research and development? Yes ☐ No ☒

If yes, please specify how funds will be used: _____

B. SERVICE AREA

1. Describe your agency's service area (list any municipalities served): The Village of Arlington Heights.

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

3. Describe any additional criteria for your program: NA.

4. What facilities, services, or programs are operated in Arlington Heights? This application is submitted by the Village of Arlington Heights which engages in municipal functions for the Village.

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

No.

C. PROGRAM CLIENT STATISTICS

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

A variety of senior services are offered at the Senior Center. See:

http://www.vah.com/departments/senior_center/default_more.aspx

2. Complete the following table for **low and moderate income persons** assisted for the primary purpose of the program, excluding complimentary services such as referrals:

	Total Persons Served	Total Arlington Hts Residents Served	Total Arlington Hts Residents Served by CDBG Funds
October 1, 2016 - September 30, 2017 (proposed)	NA*	NA*	NA*
October 1, 2015 – current (est.)	NA*	NA*	NA*
October 1, 2014 – September 30, 2015	NA*	NA*	NA*

* HUD does not require beneficiary goals and counts with respect to administrative costs.

3. How will you meet your CDBG goals for Arlington Heights residents identified above? NA.

4. If you receive CDBG funds, how many additional Arlington Heights residents could you serve?

Would this program exist without CDBG funding? Yes ☒ No ☐

Not Applicable

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 that will be coordinating the CDBG grant with the Village of Arlington Heights (i.e. submitting invoices, completing reports, monitoring visits, etc.):

Nora Boyer , Housing Planner

How long has the Staff identified above been with the agency? 21 years

E. FEES AND FUNDING SOURCES

1. Describe any client fees collected*: Not applicable

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

2. Describe how client fees are used: Not applicable

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

Source	Total Funds	Amount Utilized for Arlington Heights Residents
Section 108 Loan Guarantee	\$ none	\$ na
HOME Funds	\$ none	\$ na
ESG Funds	\$ none	\$ na
HOPWA Funds	\$ none	\$ na
Appalachian Regional Commission	\$ none	\$ na
Other Federal Funds	\$ none	\$ na
State/Local Funds Village General Funds	\$ 81,427	\$ 81,427
Private Funds	\$ none	\$ na
Program Income (Client fees)	\$ none	\$ na
Other Funding (i.e. donations, fundraisers, etc.) Please specify	\$ none	\$ na

4. Does your agency receive more than \$750,000 in federal funds? Yes ☒ No ☐

F. BUDGET

1. Please complete the following table:

Program Year	Agency Budget	Program Budget	Arlington Hts. CDBG Portion
2016 (Proposed)	\$ VAH Budget	\$ 115,500	\$ 60,000
2015	\$ VAH Budget	\$ 113,700	\$ 58,000
2014	\$ VAH Budget	\$ 112,700	\$ 59,940

2. Indicate how CDBG are proposed to be utilized

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 57,500
Payroll for general administration of the CDBG grant*	\$
Rent**	\$
Utilities**	\$
Other (please specify) Administrative costs – audit, public notices, etc.	\$ 2,500
Construction/Rehabilitation	\$
Total CDBG Grant Request	\$ 60,000

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

(This should reflect the purpose of your agency's proposed program.)

- ☐ Creating a Suitable Living Environment
☒ Providing Decent Affordable Housing
☐ Creating Economic Opportunities

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

(This should reflect the result your agency would like to accomplish.)

- ☐ Availability/Accessibility
☒ Affordability
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H. OTHER INFORMATION

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

1. Mission statement. Village Board Goals:
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3. Current budget, including proposed funding sources.
http://www.vah.com/assets/1/finance_department/2016_ADOPTED_BUDGET.pdf
4. Most recent audit.
http://www.vah.com/assets/1/finance_department/FY2015_CAFR.pdf
5. Additional documentation may be attached if provided space is not adequate.
6. Proof of non-profit determination.
The Village of Arlington Heights is an Illinois Municipal Corporation
7. Organizational chart.
http://www.vah.com/assets/1/documents/Village_Org_Chart.pdf

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

Nora Boyer
Name (Printed)

Nora Boyer
Signature

Housing Planner
Title

March 2, 2016
Date

APPLICATIONS SHOULD BE RETURNED TO:

VILLAGE OF ARLINGTON HEIGHTS
ATTENTION: NORA BOYER, HOUSING PLANNER
33 S ARLINGTON HEIGHT ROAD
ARLINGTON HEIGHTS, IL 60005
or to nboyer@vah.com

APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016 BY 5:00 P.M.

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WILL NOT BE ACCEPTED.



Item: 2016-2017 Annual Action Plan

Department: Planning & Community Development

BACKGROUND

The purpose of this part of the public hearing is to obtain comments from the public concerning the housing and supportive service needs of the Village of Arlington Heights. These comments are to be taken into consideration in the development of the Village's 2016 - 2017 Annual Action Plan.

HUD requires that grantees prepare their Annual Action Plans using a HUD-prepared template and submit the plans electronically. The attached draft 2016 - 2017 Annual Action Plan was prepared using a downloaded copy of the template. After the 2016 - 2017 Annual Action Plan is approved by the Village Board, the content will be entered into the HUD's template and submitted. The final submission using the HUD template may vary somewhat in appearance from the attached, but the content will be as approved by the Village Board.

A second public hearing will be held on July 5, 2016 or July 18, 2016, following the required 30-day period during which the proposed Annual Action Plan will be available for public comment.

RECOMMENDATION

Following consideration of public comments, presentations of the CDBG funding requests, and the staff's recommendations on the funding requests:

IT IS RECOMMENDED THAT THE DRAFT 2016 - 2017 ANNUAL ACTION PLAN, INCLUDING THE CDBG BUDGET, BE MADE AVAILABLE FOR THE 30 DAY PUBLIC COMMENT PERIOD.

ATTACHMENTS:

Description	Type
Annual Action Plan	Exhibits

Village of Arlington Heights

FFY 2016

Annual Action Plan

Program Year

October 1, 2016 – September 30, 2017

Contact: Nora Boyer, Housing Planner

Department of Planning and Community Development

33 S. Arlington Heights Road

Arlington Heights, IL 60005

Phone: 847-368-5214

Fax: 847-368-5988

Email: nboyer@vah.com



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		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

Village of Arlington Heights

Department of Planning & Community Development

33 S Arlington Heights Road

Arlington Heights, IL 60005

(847) 368-5200

Planningmail@vah.com

Executive Summary

AP-05 Executive Summary – 91.200©, 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.

Time Period – This Annual Action Plan covers the time period from October 1, 2016 – September 30, 2017.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

In this program year, the Village intends to address public service, homeless, affordable housing, public facility needs, and CDBG funds will be used (to the extent permitted) for the cost of operating the CDBG program.

3. Evaluation of past performance

The Village of Arlington Heights has been a recipient of Community Development Block Grant (CDBG) funds since 1974. Since the beginning of the program, the Village has utilized over \$13.5 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 40 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

The Village will conduct two public hearings at different points in the development of the Annual Action Plan. The Village will also make the draft Annual Action Plan available for public comment. The public will be notified of the public hearings and the availability of the draft Annual Action Plan through a notice in the Daily Herald newspaper, on the Village's website, and through announcements mailed to person and organizations of the CDBG mailing list.

5. Summary of public comments

To be completed

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

To be completed

7. Summary

To be completed after the public hearing scheduled for May 9, 2016.

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The Village of Arlington Heights will hold two public hearings at which members of the community are invited to provide input on the Annual Action 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. These contacts were improved in 2014 and 2015 during the development of the Village’s “2015 – 2019 Consolidated Plan.”

As part of the development of the 2016 Annual Action Plan, local agencies and organizations were invited to submit proposals for CDBG funds for eligible activities. The organizations that submitted applications were specifically invited to give presentations concerning their requests at a public hearing held before the Village Board of Trustees on May 9, 2016.

In preparation for the FY2016 Annual Action Plan, on December 3, 2015, staff from the Police Department, Building and Health Services Department, and Planning and Community Development Department, which have contact with some of the same but some different non-profit agencies, met to discuss community needs and available services.

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

In 2014 and 2015, Village staff consulted extensively with the Alliance to End Homelessness in Suburban Cook County, which is the Continuum of Care coordinator for suburban Cook County except for the City of Chicago. During the 2015 – 2016 program year, the Village communicated with its homeless services subrecipient Journeys|The Road Home with respect to beneficiaries assisted during the program year. The Village also met with Northwest Compass, which is an agency in the area that is initiating a programs for homeless youth.

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 and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The Village of Arlington Heights is not a recipient of ESG funds.

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	Village of Arlington Heights
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Annual Goals & Objectives Projects
	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 Village of Arlington Heights' Department of Building and Health Services, and Police Department with respect to community needs and services being provided by local non-profit agencies.
2	Agency/Group/Organization	Cook County
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Process Annual Goals & Objectives Projects Other Actions
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village will join the Cook County HOME Consortium on October 1, 2016. As a result, the Village will be terming its individual 2015-2019 Consolidated Plan and will be incorporated into Cook County's 2015 – 2019 Consolidated Plan. The Village examined Cook County's "Planning for Progress" and 2015 – 2019 Consolidated Plan to ensure that these documents are not inconsistent with the Village's goals. Further, the Village consulted and worked with Cook County as the Village files a Substantial Amendment to its 2015 – 2019 Consolidated Plan which enabled the Village to meet Cook County HOME Consortium requirements including the alignment of the Village's Community Development Block Grant (CDBG) program with that of Cook County and the Federal government.

3	Agency/Group/Organization	Housing Authority of Cook County
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Projects Other Actions
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Village worked with the Housing Authority of Cook County on the renovation of the Albert Goedke Apartment building in Arlington Heights. This renovation project was approved for \$73,000 in CDBG funds in the Village's FY 2015 budget and this project is expected to carry over to FY 2016 due to the extensiveness of the renovation project. The Planning Department and Department of Building and Health Services have been engaged with the Housing Authority with respect to the project and communication between the Housing Authority and the Village has been heightened as a result of the work on this building within the Village's boundaries.
4	Agency/Group/Organization	District 214 Education Foundation
	Agency/Group/Organization Type	Educational Services-Education Foundation
	What section of the Plan was addressed by Consultation?	Annual Goals & Objectives Projects
	How was the Agency/Group/Organization consulted and 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. The agency has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. The District 214 Education Foundation has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
5	Agency/Group/Organization	Faith Community Homes
	Agency/Group/Organization Type	Non-profit agency Housing Services - Housing

	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. Faith Community Homes has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency is on-going.
6	Agency/Group/Organization	Northwest Center Against Sexual Assault
	Agency/Group/Organization Type	Non-profit agency Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. Northwest CASA has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
7	Agency/Group/Organization	Children's Advocacy Center
	Agency/Group/Organization Type	Non-profit agency Services-Children Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects

	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. 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.
8	Agency/Group/Organization	WINGS (WOMEN IN NEED GROWING STRONGER)
	Agency/Group/Organization Type	Non-profit agency Housing Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. WINGS Program, Inc. has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
9	Agency/Group/Organization	Resources for Community Living
	Agency/Group/Organization Type	Non-profit agency Housing Services-Persons with Disabilities

	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 provides a variety of services to assist its clients in maintaining private housing and to be integrated successfully in the community. The agency has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. 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.
10	Agency/Group/Organization	Escorted Transportation Service - Northwest
	Agency/Group/Organization Type	Non-profit agency Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. Escorted Transportation Northwest has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
11	Agency/Group/Organization	Suburban Primary Health Care Council
	Agency/Group/Organization Type	Non-profit agency Services-Health
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects

	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 has been invited to provide input into the Consolidated Plan through public hearing testimony and through its application for CDBG funding. 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.
12	Agency/Group/Organization	Northwest Compass
	Agency/Group/Organization Type	Non-profit agency 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?	Goals & Objectives Projects
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Northwest Compass (formerly CEDA Northwest) provides emergency services, education, and empowerment programs to foster personal responsibility and to stabilize individuals and families in crisis. The agency has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. Northwest Compass has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.

13	Agency/Group/Organization	JOURNEYS - The Road Home
	Agency/Group/Organization Type	Non-profit agency 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?	Goals & Objectives Projects
	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 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. The agency has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. Journeys has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
14	Agency/Group/Organization	Arlington Heights Park District
	Agency/Group/Organization Type	Other government – Local Services-Children
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects

	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding. The Park District has been a subrecipient agency of the Village of Arlington Heights, and therefore, communication with this agency has been on-going.
15	Agency/Group/Organization	Life-Span
	Agency/Group/Organization Type	Non-profit agency Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Service Needs
	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 has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding.
16	Agency/Group/Organization	Shelter, Inc.
	Agency/Group/Organization Type	Non-profit agency Housing Public Service Needs
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 has been invited to provide testimony at a public hearing about its Healthy Families program which provides services to families that are at-risk.

17	Agency/Group/Organization	Little City Foundation
	Agency/Group/Organization Type	Non-profit agency Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	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 operates group (CILa) homes in Arlington Heights. The agency has been invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding.
18	Agency/Group/Organization	Clearbrook
	Agency/Group/Organization Type	Non-profit agency Housing Services – Person with Disabilities
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects
	How was the Agency/Group/Organization consulted and 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 invited to provide input into the Annual Action Plan through public hearing testimony and through its application for CDBG funding.
19	Agency/Group/Organization	Glenkirk
	Agency/Group/Organization Type	Non-profit agency Housing Services – Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Goals & Objectives Projects

	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 and the Village of Mount Prospect hosted a joint focus group of business and civic leaders involved in the real estate industry to consult with them regarding housing needs and the housing market. This consultation strengthened the understanding of issues by both the focus group members and the Village staff and strengthened communication and coordination between the Village and the private sector.

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 express interest in participating in participating in the Consolidated Plan/Annual Action Plan process. The mailing list contains approximately 80 persons and agencies. Notices of the availability of grant applications and the two public hearings are mailed to the individuals and groups on the mailing list. Some of the individuals and groups participated in the process and are identified above. Others chose not to participate in the consultation process by not responding to the notices. No individuals or agencies were 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 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.
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. 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. 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 of Arlington Heights 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.

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	Chicago Metropolitan Agency for Planning	The goals of the Strategic Plan are consistent with the Go to 2040 Comprehensive Plan for the Chicago Metropolitan Area, particularly the Go to 2040 chapter concerning livable communities.
Planning for Progress and 2015-2019 Consolidated Plan	Cook County	This is a strategic planning process that led to the development of the Cook County Consolidated Plan and Comprehensive Economic Development Strategy. The planning efforts included county-wide and sub regional goals and plans for the future of housing and community and economic development throughout the Cook County.
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 3 – 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. In 2016, the communities provided a joint training session for subrecipients.

Since its founding in 2011, the Village of Arlington Heights has been the lead municipality for the Northwest Suburban Housing Collaborative (NWSHC). The NWSHC is a group of municipalities that was formed by an inter-governmental agreement to study and address common housing needs and issues in the 5-community area that includes the Village of Arlington Heights, Village of Buffalo Grove, Village of Mount Prospect, Village of Palatine, and City of Rolling Meadows. These 5 communities meet on a

monthly basis and have received financial support from the Chicago Community Trust and area lenders. The group also receives technical support from the Metropolitan Mayors Caucus (MMC), the Metropolitan Planning Council (MPC), and the Chicago Metropolitan Agency for Planning (CMAP).

The Village of Arlington Heights' Housing Planner is a member of CMAP's Housing Committee. The Housing Committee provides input on issues related to housing in the Chicago metropolitan area.

The Village works regularly with the government of Cook County. The Village participated in Cook County's strategic planning process "Planning for Progress" that will lead to the development of the Cook County Consolidated Plan and Comprehensive Economic Development Strategy. Beginning on October 1, 2016, the Village will be a member of the Cook County HOME Consortium.

The Village of Arlington Heights works with the State of Illinois' housing finance agency, the Illinois Housing Development Authority (IHDA). The Village is a past recipient of Federal HOME funds for the operation of a first-time homebuyer program. This program was discontinued by the Village in 2006, but the Village continues to work with IHDA and refer residents to homebuyer and other programs that are offered directly by IHDA.

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.

Narrative (optional):

AP-12 Participation

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.

With respect to this Annual Action Plan, two public hearings were scheduled during the development of the Consolidated Plan. A draft of the Annual Action Plan will also be made available for public comment. The Village published notices regarding the public hearings and the availability of the draft Annual Action Plan for public comment. The Village also mailed notices regarding the public hearings and the availability of the draft Annual Action Plan for public comment to the approximately 80 persons and agencies on the Village's Consolidated Plan mailing list.

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

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 will be held on May 9, 2016 before the Village Trustees Committee of the Whole.	Minutes of the public hearing will be attached to the Annual Action Plan.	To be completed	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	A second public hearing is scheduled for July XXX, 2016 before the Village Board of Trustees. This meeting will be televised to maximize the dissemination of information to the public.	To be completed	To be completed	
3	Internet Outreach	Non-targeted/broad community	Notices concerning the availability of CDBG applications, the two public hearings and the 30-day Annual Action Plan were posted on the Village's website.	To be completed	To be completed	www.vah.com
4	Newspaper Ad	Non-targeted/broad community	The Village published notices in the Daily Herald concerning the availability of CDBG applications, the two public hearings and the 30-day Annual Action Plan.	To be completed	To be completed	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Mailed Announcements	Minorities Non-English Speaking - Specify other language: Spanish, Eastern European, and other Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Notices concerning the availability of CDBG applications, the two public hearings and the 30-day Annual Action Plan were mailed to the individuals and agencies on the CDBG interested persons list.	To be completed	To be completed	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The Village has been notified that for FFY 2015 (Program year 2014 - 2015), the Village's CDBG entitlement allocation is \$240,332. The expected amount available for the next four years is \$250,000 per year in CDBG allocations plus \$50,000 per year in program income for a total of \$300,000 per year or \$1,200,000 over the four year period. During the development of this Consolidated Plan, the Village used an estimated CDBG FFY 2015 grant amount of \$249,710 which was the FFY 2014 CDBG grant amount. It was explained in the draft Consolidated Plan that adjustments would be made to the draft allocations in proportion of the difference between the estimated and actual grant amount (when the latter was known) with the exceptions that no funding amount at or below \$1,500 would be lowered and the allocation for the Senior Center would not be adjusted. The Village received its final FFY 2015 CDBG grant allocation which is \$240,332. The proportional adjustments have been made and the revised allocations are presented in this Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Public Services, Owner-Occupied and Group Home renovations, Senior Center, and Administration	249,746	50,000	145,200	444,946	900,000	The amount of new income each year is estimated at \$300,000 per year for a total of \$1,500,000 over 5 years. \$1,500,000 – FY15 \$300,000 – FY16 \$300,000 = \$900,000 for FY17, FY18 and FY19.

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 will be used to leverage many sources of other funds. Sub-recipient agencies receiving CDBG funding frequently cite 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

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: \$65,000	Homeowner Housing Rehabilitated: 4 Household Housing Unit
2	Rental Unit Preservation	2015	2019	Affordable Housing Public Housing	Village of Arlington Heights, IL	Affordable Housing Public Facilities	CDBG: \$0	Rental units rehabilitated: na Household Housing Unit
3	Homeless Services	2015	2019	Homeless	Village of Arlington Heights, IL	Homelessness	CDBG: \$included in 4 below	Public service activities other than Low/Moderate Income Housing Benefit: to be determined Homelessness Prevention: to be determined
4	Public Facilities without Low/Mod Housing Benefit	2015	2017	Non-Homeless Special Needs Non-Housing Community Development	Village of Arlington Heights, IL	Homelessness Other Special Housing/Non-Homeless Needs Public Facilities	CDBG: \$230,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: to be determined

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: \$50,500	Public service activities other than Low/Moderate Income Housing Benefit: to be determined
6	Planning and Administration	2015	2019	Planning and Administration	Village of Arlington Heights, IL	Planning & Administration	CDBG: \$60,000	Other: 0 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Homeowner Unit Preservation
	Goal Description	Single Family Owners-Occupied Rehab Program
2	Goal Name	Rental Unit Preservation
	Goal Description	NA for FY 2016
3	Goal Name	Homeless Services
	Goal Description	Provide homeless and homeless prevention services
4	Goal Name	Public Facilities without Low/Mod Housing Benefit
	Goal Description	Support Senior Center and provide funds for group home renovations

5	Goal Name	Public Services
	Goal Description	Provide a variety of public services for various segments of the population
6	Goal Name	Planning and Administration
	Goal Description	Provide program management and administration services for the CDBG program and cover soft costs such as audit fees, public notice fees, etc.

Projects

AP-35 Projects – 91.220(d)

Introduction

The Village proposed the following draft allocations at the May 9, 2016 public hearing.

Projects

#	Project Name
1	Faith Community Homes
2	Township High School District 214 Community Education Foundation
3	Northwest Center Against Sexual Assault
4	Children's Advocacy Center
5	WINGS Program
6	Resources for Community Living
7	Escorted Transportation Service Northwest
8	Suburban Primary Health Care Council
9	Northwest Compass HYPE Program
10	Northwest Compass Legacy Program
11	Journeys The Road Home
12	Arlington Heights Park District Children At Play Program
13	Shelter Inc.
14	Lifespan
15	Little City Foundation Group Home Renovation
16	Clearbrook Renovation
17	Glenkirk Renovation
18	Village of Arlington Heights Senior Center
19	Group Home and Transitional Housing Rehab Program
20	Single Family Rehabilitation Loan Program
21	Village of Arlington Height Housing Planner and Administrative Costs

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	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	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.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that services will be provided to approximately ____ (to be determined based on approved level of funding) extremely low, low and moderate income individuals.
	Location Description	The program is offered to residents Village-wide.
	Planned Activities	Faith Community Homes provides some limited financial help with rent, but the major part of their program is 2 years of 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.
2	Project Name	District 214 Education Foundation
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$1,500
	Description	Funding is being provided for English Language Acquisition classes for non-native speakers of English.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the number of participants is ____ (to be determined based on approved level of funding) adults who are presumed to be low income due to their need for illiteracy services.

	Location Description	This program is an adult literacy program in the form of an English Language Acquisition course. The class will be offered every Thursday for 3 hours for 31 weeks. This program bridges the gap for beginning learners of English who are not advanced enough in their English skills for the existing ESL programs offered at the Arlington Heights Memorial Library at 500 N. Dunton Avenue, Arlington Heights, IL 60004.
	Planned Activities	The program is to provide eligible persons with an English Language Acquisition course to be offered at the Arlington Heights Memorial Library.
3	Project Name	Northwest Center Against Sexual Assault
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$2,500
	Description	This agency will provide support to Arlington Heights residents who are victims of sexual abuse and sexual assault.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries of the program is ____ (<u>to be determined based on approved level of funding</u>) persons.
	Location Description	The program is offered to residents Village-wide.
	Planned Activities	Northwest CASA provides specialized counseling, crisis intervention, and advocacy programs for Arlington Heights residents who are victims of sexual abuse or sexual assault. Counseling is provided by specially trained master's level therapists who have expertise in working with sexual assault victims of all ages. Crisis intervention is provided 24/7 through a hotline operated by volunteers and staff. Advocacy services are also provided 24/7 in emergency rooms at 7 area hospitals, and 24/7 criminal justice advocacy is provided in behalf of victims who are at the police station or whose cases are being adjudicated in court.
4	Project Name	Children's Advocacy Center
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs

	Funding REQUEST	CDBG: \$2,500
	Description	This agency provides direct services for child victims of sexual assault and severe physical abuse.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries is ____ (to be determined based on approved level of funding) children and their non-offending family members.
	Location Description	The program is offered Village-wide.
	Planned Activities	The services provided include coordinating abuse investigations and providing expert child interviews. Also provided are access to medical exams, court advocacy, crisis intervention and on-going support groups for child survivors of abuse and their parents.
5	Project Name	WINGS Program
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Homelessness Public Service Needs Public Facilities
	Funding REQUEST	CDBG: \$10,000
	Description	The WINGS Program provides housing and supportive services to women and their children who are victims of domestic violence or homelessness.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries is ____ (to be determined based on approved level of funding) women and children.
	Location Description	
	Planned Activities	WINGS provides safe, decent housing to women who find themselves homeless due to domestic violence or other reasons. Through an array of housing ranging from emergency shelter through transitional housing, and permanent supportive housing, WINGS assists women based on their needs.
6	Project Name	Resources for Community Living

	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$5,000
	Description	This agency provides assists persons with disabilities to secure and maintain housing in the Village of Arlington Heights
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of persons with disabilities to be served under this program is ____ (to be determined based on approved level of funding).
	Location Description	This program is available to residents Village-wide.
	Planned Activities	Resources for Community Living assists people with developmental and/or physical disabilities to locate affordable housing (homes and apartments) in the community, rather than in institutionalized settings. The agency provides individualized support services such as instruction in money management, cooking, using public transportation, safety, vocations, community involvement, and other skills necessary for living on one's own.
7	Project Name	Escorted Transportation Service Northwest
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$3,500
	Description	This program provides senior citizens with transportation to medical appointments.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries during the year is ____ (to be determined based on approved level of funding)
	Location Description	The program is offered to senior citizens Village-wide.

	Planned Activities	ETS/NW provides reliable, volunteer-based transportation for the community's frail, elderly adults requiring assistance to their medical appointments. Passengers are picked up at their homes and driven to their appointment by a thorough screened and trained volunteer driver. The volunteer stays with the senior for the duration of the appointment, then drives him/her home.
8	Project Name	Suburban Primary Health Care Council
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$10,000
	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, underinsured, or have high deductibles.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries is ____ (<u>to be determined based on approved level of funding</u>) individuals.
	Location Description	The program is available to residents Village-wide.
	Planned Activities	Access to Care provides access to primary care to income-eligible enrollees. Covered services include office visits to a personal 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 Access to Care program at discounted rates. Clients pay nominal co-payments to providers for services including \$5 for a physician office visit, \$5 for lab or x-ray, and \$15 - \$40 for prescription drugs.
9	Project Name	Northwest Compass HYPE Program
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$10,000
	Description	Through this program, Northwest Compass will provide assistance to homeless youth.

	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries is ____ (<u>to be determined based on approved level of funding</u>) children from income-eligible families.
	Location Description	This program is available to eligible residents Village-wide.
	Planned Activities	Through this program assistance is provided to homeless youth. Assistance may include a place to store belongings, emergency housing, food, clothing, limited transportation, personal hygiene items, school supplies, and basic job skills
10	Project Name	Northwest Compass Legacy Program
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$10,000
	Description	
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of beneficiaries is ____ (<u>to be determined based on approved level of funding</u>) from income-eligible families.
	Location Description	This program is available to eligible residents Village-wide.
	Planned Activities	Through this program parents are provided with subsidized day care for their children allowing the parents to maintain employment. The parents are also required to participate in life skills workshops, financial counseling, and solution-focused case management.
11	Project Name	Journeys The Road Home
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Homeless Services Public Services
	Needs Addressed	Homelessness Public Service Needs
	Funding REQUEST	CDBG: \$3,900

	Description	This agency provides comprehensive wrap-around services for homeless and at-risk individuals.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	The number of homeless persons or at-risk person originating from Arlington Heights is estimated at ____ (<u>to be determined based on approved level of funding</u>).
	Location Description	The programs are available to homeless persons and at-risk persons residing in or originating from the Village of Arlington Heights.
	Planned Activities	
12	Project Name	Arlington Heights Park District Children At Play Program
	Target Area	Eligible Residents of the Village of Arlington Heights, IL
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$4,875
	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.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The number of children expected to be enrolled in the subsidy program is ____ (<u>to be determined based on approved level of funding</u>).
	Location Description	The program is available to income-eligible families Village-wide.
	Planned Activities	The CAP program is a cooperative arrangement between the Arlington Height Park District, School Districts 25, 21, and 59, and the Village of Arlington Heights. This recreational based program provides grades K - 5 children with the opportunity to participate at their school in a supervised program that provides a variety of activities centered around theme weeks including arts and crafts, sports, large group games, homework/quiet time, passive games, snack, and socialization with peers. CDBG funding is used to subsidize the cost of the program for children of working, income-eligible parents. CDBG funding for the subsidies is \$5,000, and the Village is also providing \$29,000 for subsidies through the Village's General Fund.

13	Project Name	Life Span
	Target Area	Eligible Residents of the Village of Arlington Heights
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	CDBG: \$5,000
	Description	Legal assistance and counseling services to victims of domestic and sexual violence, and their children.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The number of expected beneficiaries is ____ (to be determined based on approved level of funding).
	Location Description	The program is available to income-eligible families Village-wide.
	Planned Activities	Legal assistance and counseling services.
14	Project Name	Shelter, Inc.
	Target Area	Eligible Residents of the Village of Arlington Heights
	Goals Supported	Public Services
	Needs Addressed	Public Service Needs
	Funding REQUEST	\$5,000
	Description	Healthy Families program
	Target Date	9/30/17
	Estimate the number and type of families that will benefit from the proposed activities	The number of expected beneficiaries is ____ (to be determined based on approved level of funding).
	Location Description	
	Planned Activities	Services are provided to first-time, at-risk parents to prevent abuse by helping create safe and healthy environments for the families and babies.
15	Project Name	Clearbrook
	Target Area	Village of Arlington Heights
	Goals Supported	Public Facilities without Low/Mod Housing Benefit

	Needs Addressed	Affordable Housing Other Special Housing/Non-Homeless Needs Public Facilities
	Funding REQUEST	\$8,000
	Description	Driveway replacement at group home
	Target Date	9/30/17
	Estimate the number and type of families that will benefit from the proposed activities	1 public facility (group home)
	Location Description	Arlington Heights, IL
	Planned Activities	Driveway replacement at group home
16	Project Name	Little City Foundation
	Target Area	Village of Arlington Heights
	Goals Supported	Public Facilities without Low/Mod Housing Benefit
	Needs Addressed	Affordable Housing Other Special Housing/Non-Homeless Needs Public Facilities
	Funding REQUEST	\$16,223
	Description	Electrical work (lighting) and kitchen floor replacement
	Target Date	9/30/17
	Estimate the number and type of families that will benefit from the proposed activities	2 public facilities (group homes)
	Location Description	Arlington Heights
17	Planned Activities	Electrical work (lighting) at the Raleigh home and kitchen floor replacement at the Euclid home
	Project Name	Glenkirk
	Target Area	Village of Arlington Heights
	Goals Supported	Public Facilities without Low/Mod Housing Benefit

	Needs Addressed	Affordable Housing Other Special Housing/Non-Homeless Needs Public Facilities
	Funding REQUEST	\$33,200
	Description	Kitchen renovation
	Target Date	9/30/17
	Estimate the number and type of families that will benefit from the proposed activities	1 public facility (group home)
	Location Description	Arlington Heights
	Planned Activities	Renovation of kitchen to make it more accessible for disabled residents.
18	Project Name	Village of Arlington Heights Senior Center
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities without Low/Mod Housing Benefit
	Needs Addressed	Public Facilities
	Funding REQUEST	CDBG: \$150,000
	Description	Funds will be used to pay debt service on the bonds issued for acquisition and renovation of the Senior Center building.
	Target Date	9/30/17
	Estimate the number and type of families that will benefit from the proposed activities	The number of persons who visit the Senior Center each year is estimated to be at least 9,000.
	Location Description	The Senior Center is located at 1800 W Central Road, Arlington Heights, IL.
19	Planned Activities	The funding will be used for half of the cost of the annual debt service on the bonds that were issued to purchase and renovate the Senior Center building. The use of CDBG funds over a 20-year period for this purpose was approved by HUD (including waivers to a couple of CDBG regulations) beginning with the Village's Federal FY 1997 CDBG allocation. This is the final year that Village CDBG funds will be used for this purpose.
	Project Name	Single Family Rehabilitation Loan Program

	Target Area	Village of Arlington Heights, IL
	Goals Supported	Homeowner Unit Preservation
	Needs Addressed	Affordable Housing
	Funding REQUEST	CDBG: \$65,00
	Description	This program provides 0% interest, deferred, home improvement loans to extremely low, low, and moderate income homeowners.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 3 homes will be rehabilitated.
	Location Description	Arlington Heights homes to be determined.
	Planned Activities	Homes of extremely low, low, and moderate income homeowners will be rehabilitated. The funds are provided in the form of a 0%, deferred loan which is repaid when the home is sold or possibly if the home is refinanced.
20	Project Name	Group Home and Transitional Housing Rehab Program
	Target Area	Village of Arlington Heights, IL
	Goals Supported	Public Facilities without Low/Mod Housing Benefit
	Needs Addressed	Affordable Housing Other Special Housing/Non-Homeless Needs Public Facilities
	Funding REQUEST	CDBG: \$80,000
	Description	Funds will be used to make renovations to group homes and transitional housing facilities.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that three group homes, with 6 - 8 residents each, will receive funding. Funding may also be provided to renovate transitional housing rental units.
	Location Description	Arlington Height locations are to be determined.
	Planned Activities	Funds will be used for necessary renovations of group homes for persons with disabilities or transitional housing units.
21	Project Name	Village of Arlington Height Housing Planner and Administrative Costs

Target Area	Village of Arlington Heights, IL
Goals Supported	Planning and Administration
Needs Addressed	Planning & Administration
Funding REQUEST	CDBG: \$60,000
Description	Funds will be used for administrative costs including the salary of the Village's Housing Planning (who administers the CDBG program) and other administrative soft costs.
Target Date	9/30/2017
Estimate the number and type of families that will benefit from the proposed activities	All beneficiaries of the CDBG program benefit from the activities under this project cost.
Location Description	The administrative office of the Village of Arlington Heights is: Village Hall, 33 S Arlington Heights Rd, Arlington Heights, IL 60005.
Planned Activities	The planned activities are the administrative functions and soft costs associated with the Village's CDBG entitlement allocation.

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

The Village of Arlington Heights is not allocating investments geographically.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable.

Discussion

Not applicable.

AP-75 Barriers to affordable housing – 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. The Village's inclusionary housing policy asks that developers provide affordable units in their developments or pay a fee in-lieu-of units.

Fees paid are deposited into the Village's Affordable Housing Trust Fund which has a balance from the income of fees and other sources of approximately \$100,000. The Village's Housing Commission has indicated that it would like to collect around \$500,000 before seeking projects to receive funding from the Trust Fund. This amount is seen as necessary in order to make an investment of sufficient size to result in meaningful number of permanently affordable units.

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 a Multi-Family Affordable Housing Policy and Affordable Rental Program that requires developers of Planned Unit Developments and 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 Toolkit and Affordable Rental Housing Guidelines to inform developers with respect to the Village's expectations concerning the inclusion of affordable housing units in developments.

Through the use of the toolkit and guidelines, the following new construction units are planned or have been leveraged: up to 21 permanently affordable units in the Timber Court condominiums, a fee in lieu of providing 2 affordable units at the Arbor Lane Townhomes, up to approximately 24 permanently affordable rental units in the planned Arlington Downs project; and a minimum 7 permanently affordable rental units in the planned Parkview Apartments.

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.

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AP-85 Other Actions – 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 seeks 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:

Provide CDBG funding for public service activities that prevent and address homelessness and provide housing support for persons with disabilities. The Village intends to fund the following affordable housing activities:

- Single Family Rehabilitation Loan Program
- Group Home and Transitional Housing Program
- Renovation of Albert Goedke Apartments – FFY 2015 funds are being used for partial funding and as match for other funding sources.

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 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 zoning policies, as contained in the Multi-Family Affordable Housing Toolkit and Affordable Rental Housing Guidelines, intended to result in affordable units in new construction residential projects.

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.

The Village will continue its involvement in the Northwest Suburban Housing Collaborative which is focused on senior housing, including improving the ability of seniors to age-in-place. The Collaborative developed a highly successful Handyman Program, and is investigating connecting this program with health care providers with the goal to make home improvements that would help seniors avoid accidents that lead to hospital admissions or readmissions.

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. The Village will provide CDBG funding for programs that assist poverty-level families. The Village also has a Human Services Coordinator who administers an Emergency Assistance Fund, and assists families in obtaining support and services.

Actions planned to develop institutional structure

Actions the Village will take in FFY 2016 to develop institutional structure includes:

The Village will continue to address affordable housing and other community needs within the area by coordinating its efforts with private and non-profit agencies and organizations. The Village will also work with regional planning groups such as The Northwest Suburban Housing Collaborative, 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

During the 2065 program year, 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 the institutional structure provides efficiencies in service that are of benefit to its residents. The various departments of the Village will seek to maximize coordination with public and private housing and service providers to meet the needs in the community.

Monitoring:

The Village of Arlington Heights has the primary responsibility for monitoring activities under the Village's Annual Action Plan. The Department of Planning & Community Development will maintain records on the progress toward meeting the goals of the Annual Action Plan and compliance with statutory and regulatory requirements. Annual accomplishments will be compared to annual goals and will be reported in the FFY 2016 year-end Comprehensive Annual Performance and Evaluation Report.

On February 18, 2016, the network of northwest suburban entitlement grantees (i.e. Arlington Height Mt. Prospect, Palatine, Des Plaines, Schaumburg, and Skokie) presented a subrecipient training workshop for their collective subrecipients. These communities also developed a common CDBG grant application form and monitoring form. They also met together with HUD on March 17, 2016 to receive training and strengthen their CDBG programs. These tools will be put to use when monitoring subrecipients in the future.

Program Specific Requirements

AP-90 Program Specific Requirements – 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:

Beginning on October 1, 2016, the Village of Arlington Heights will be a member of the Cook County HOME Consortium. It is to be determined how this membership will affect the amount of HOME funds allocated by Cook County to program and projects in the Village of Arlington Heights, but Cook County has already committed to providing funding for two significant projects in Village: 1) the Goedke Apartments renovation project (118 unit building owned by the Housing Authority of Cook County that provides housing for seniors and disabled persons), and 2) the Parkview Apartments project where there will be a minimum of 7 permanently affordable units.

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