



**Village of Mount Prospect  
Planning and Zoning Commission  
Regular Meeting Agenda  
50 S. Emerson St. Mount Prospect, IL 60056**

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**June 25, 2026**

**Village Hall - 3rd Floor Board Room**

**7:00 PM**

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- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
  - 2.1. PZ-09-26 / 908 I Oka Ave / CU: Accessory Structure
  - 2.2. PZ-02-26 / 1052 Center Dr / CU: Massage Therapy
  - 2.3. PZ-03-25 / 1040 W Northwest Highway / CU: Daycare Center
- 3. NEW BUSINESS**
  - 3.1. PZ-14-26 / 504 S Albert St / CU: Accessory Structure / PZ Final
  - 3.2. CDBG Program Year 2026 Action Plan
- 4. CITIZENS TO BE HEARD**
- 5. QUESTIONS AND COMMENTS**
- 6. ADJOURNMENT**

ANY INDIVIDUAL WHO WOULD LIKE TO ATTEND THIS MEETING BUT BECAUSE OF A DISABILITY OR NEEDS SOME ACCOMMODATION TO PARTICIPATE, SHOULD CONTACT THE VILLAGE MANAGER'S OFFICE AT 847|392-6000, EXTENSION 5307

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING & ZONING COMMISSION**

**CASE NO. PZ-09-26** Hearing Date: May 14, 2026

**PROPERTY ADDRESS:** 908 I Oka Ave

**PETITIONER:** Michael Cuddy  
908 South I Oka Ave

**PUBLICATION DATE:** June 25, 2025

**REQUEST:** Conditional use approval for an existing nonconforming accessory structure.

**MEMBERS PRESENT:** Joseph Donnelly  
William Beattie  
Ewa Weir  
Walter Szymczak  
Donald Olsen  
Richard Rogers

**MEMBERS ABSENT:** Michael Fricano  
Fay Costa

**STAFF MEMBERS PRESENT:** Antonia Lalagos – Development Planner  
Jason Shallcross – Director of Community Development

**INTERESTED PARTIES:** None

Chairman Donnelly called the meeting to order at 7:02 PM.

Chairman Donnelly moved on to Item Two, Approval of Minutes. Commissioner Beattie made a motion seconded by Commissioner Szymczak to approve the minutes of the Planning and Zoning Commission meeting on April 23, 2026. The minutes were approved 6-0.

Chairman Donnelly introduced case number PZ-09-26, 908 I Oka Ave, a request for conditional use approval to reconstruct an existing deck that encroaches the interior side yard at the subject property.

Ms. Lalagos explained that the subject property was annexed into the Village in 1925 and the original home was constructed in 1946. At its closest point, the primary structure encroaches .75' into the south interior side yard. The Petitioner asserted in the application that the deck on the south side of the home existed when he purchased the property in 1991. Permit records suggest that the property has historically had a small deck on the south side of the home to provide access to the kitchen.

Ms. Lalagos stated that the Petitioner proposes to reconstruct the deck and stairs on the south side of the home. The proposal also includes a 3' wide walkway leading from the driveway to the deck, and a garbage enclosure measuring 8' by 3'. Ms. Lalagos stated the garbage "pad" will consist of pavers on soil and a three-sided 6' fence to screen the refuse containers. The enclosure will be located behind the principal building line.

Ms. Lalagos shared that the existing deck measures 7'-1" by 6'-3" (44.3 SF) and is roughly 7" from the property line. The Petitioner is proposing a slightly smaller dimension, 6'-8" by 6'-0" (40.0 SF), for the replacement. Ms. Lalagos said the deck has the same function and area as a stoop, which is a "permitted obstruction." However, the deck depth (6') exceeds the maximum allowed for a stoop (5') and therefore zoning relief is required. The Petitioner asserted in their application that the 6' depth is needed to re-use the existing piers and to provide sufficient clearance to access the side door to the garage.

Ms. Lalagos explained that the deck would be situated 1' off the interior side property line, whereas the required side yard setback for a deck or patio at the Subject Property is 7.5'. The Petitioner is requesting conditional use approval for the deck to encroach the interior side yard by 6.5', or 87% of the requirement. The Village Board passed text amendments (PZ-01-26) on May 5, 2026 that give the Planning and Zoning Commission final authority on relief from accessory structure requirements in single family residential districts, therefore the Planning and Zoning Commission decision is final for this case.

Ms. Lalagos concluded that staff finds that the proposed conditional use requests meet the applicable standards contained in the Mount Prospect Zoning Ordinance. Staff requested that the Planning and Zoning Commission make a motion to adopt Staff's findings as the findings of the Planning and Zoning Commission and **approve** the following motion:

"A conditional use to construct a deck that encroaches 6.5' into the interior side yard at 908 I Oka Avenue, subject to the following conditions:

1. The conditional use shall apply to the deck only and not for any other principal or accessory structures;
2. The deck shall not exceed 6'-8" by 6'-0" and shall maintain a minimum 1' setback from the interior side property line;
3. The deck shall not be expanded, enlarged, or reconstructed in a manner that increases its degree of nonconformity;
4. The conditional use shall expire if the deck is removed and not replaced for more than twelve (12) months, or if the property is redeveloped; and
5. The Petitioner shall submit for a building permit and construct the deck, walkway, and garbage enclosure in full compliance with the Village's current codes."

Ms. Lalagos stated that the Planning and Zoning Commission's decision is final for this case.

Chairman Donnelly asked for questions from the Commissioners.

Commissioner Beattie asked if the existing piers would be re-used.

Ms. Lalagos confirmed that Petitioner would reuse the same piers instead of digging them up.

Commissioner Weir asked to see the impervious versus pervious lot coverage chart again and if the case meets the standard.

Ms. Lalagos confirmed that it does meet the lot coverage requirements with a maximum lot coverage of 45% and the proposed design resulting in 37.8% lot coverage.

Seeing no more questions from the Commissioners, Chairman Donnelly invited the petitioner to the stand. Chairman Donnelly swore in the petitioner, Michael Cuddy of 908 South I Oka Ave.

Chairman Donnelly asked the petitioner to provide a brief description of their case.

Mr. Cuddy shared that he wants to improve what is currently on his site and he would like to move the current deck further back from the lot line. He relayed that his old fence and walkway was encroaching 2.5' over the property line. Mr. Cuddy stated the sidewalk and fence had been there since he had bought the house, if not longer, 35 years ago.

Chairman Donnelly asked if Mr. Cuddy has discussed his plans with his neighbor.

Mr. Cuddy said he discussed his plans and showed the drawings to both his north and south neighbor. He further stated he received letters of approval from both neighbors.

Ms. Lalagos confirms two letters were received, one from each neighbor to the north and the south.

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a motion to approve the conditions as noted in the staff report. Commissioner Beattie made a motion and Commissioner Szymczak seconded the motion.

UPON ROLL CALL      AYES: Szymczak, Weir, Olsen, Beattie, Rogers, Donnelly  
                                 NAYS: None

The Planning and Zoning Commission approved the request (6-0).

After hearing two more items of new business, Chairman Donnelly asked if there were any citizens to be heard.

Hearing no further discussion, Commissioner Weir made a motion seconded by Commissioner Beattie and the meeting was adjourned at 10:08 PM.

  
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Antonia Lalagos, Development Planner



opened under the “Hand & Stone” franchise. Ms. Lalagos stated that the Petitioner proposes to take over operations of the existing Hand & Stone massage establishment at the Subject Property. She further explained that the Petitioner currently operates 13 Hand & Stone locations in the Chicago suburbs and Naples, Florida.

Ms. Lalagos described the business as an upscale day spa specializing in massage, facial, hair removal, and body slimming services. The Petitioner will employ approximately 25 professional massage therapists and estheticians at the Mount Prospect location, which has 14 treatment rooms. The Petitioner noted that their service providers are licensed by the State of Illinois. Ms. Lalagos stated according to the website, the hours of operation are Monday – Friday 9AM to 9PM, Saturday 8AM to 8PM, and Sunday 9AM to 6PM.

Ms. Lalagos explained that the Petitioner proposes to use the existing floor plan and signage with no interior or exterior renovations requiring a building permit. The Petitioner submitted a business license application and a massage therapy addendum according to the requirements of Village Code Chapter 11, Article 7 for Massage Establishments.

Ms. Lalagos stated staff has not received public comments pertaining to this request.

Ms. Lalagos concluded that staff finds that the proposed conditional use meets the standards contained in the Mount Prospect Zoning Ordinance. Staff requests that the Planning and Zoning Commission make a motion to adopt Staff’s findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

1. “A conditional use to operate a massage therapy establishment at 1052 Center Drive, subject to the following conditions:
  - a. Any massage therapist employed at the business establishment shall hold a valid massage therapist license with the State of Illinois;
  - b. Compliance with all applicable development, fire, building, and other Village Codes and regulations; and
  - c. A new conditional use approval shall be required for:
    - i. A change of ownership involving 50% or more of the officers or partners;
    - ii. A change in legal entity; or
    - iii. A change in location.”

Ms. Lalagos stated that the Village Board’s decision is final for this case.

Seeing no questions from the Commissioners, Chairman Donnelly invited the petitioner to the stand. Chairman Donnelly swore in the petitioner, Michael Hendershott of 0S1630 Willis Circle, Geneva, Illinois.

Chairman Donnelly asked the petitioner to provide a brief description of their case.

Mr. Hendershott stated that he purchased the existing location and his family has been long-term Hand & Stone franchisees for 13 plus years. He stated it is a national massage company with 600 locations nationwide. It is a family business for him and his wife, along with their children. He and his wife have over 300 employees across their locations in Florida and Illinois. Mount Prospect will be their 12<sup>th</sup>

location, and Lombard will be their 13<sup>th</sup> location. He wished to transfer this location to their ownership and continue operating as it has been.

Commissioner Beattie asked to clarify that the petitioner is looking to take over the business as is.

Mr. Hendershott affirmed that he is taking it over from a friend and plans to keep it as it is. They acquired four locations from this friend on the same day. The previous owner had done the tenant improvements prior to moving in. Mr. Hendershott confirmed he will use everything that is already in the location.

Commissioner Weir asked to confirm whether or not the Petitioner owns the business or the structure.

Mr. Hendershott responded that he owns the business and are leasing the space from Randhurst.

Chairman Donnelly asked if the Petitioner agreed with all the conditions listed in the staff report.

Mr. Hendershott agreed.

There were no public comments.

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a motion to approve the conditions as noted in the staff report. Commissioner Beattie made a motion and Commissioner Weir seconded the motion.

UPON ROLL CALL        AYES: Szymczak, Weir, Olsen, Beattie, Rogers, Donnelly  
                                 NAYS: None

The Planning and Zoning Commission gave a positive recommendation (6-0) to the Village Board for the June 2, 2026 meeting.

After hearing one more item of new business, Chairman Donnelly asked if there were any citizens to be heard.

Hearing no further discussion, Commissioner Weir made a motion seconded by Commissioner Beattie and the meeting was adjourned at 10:08 PM.



Antonia Lalagos, Development Planner

**MINUTES OF THE REGULAR MEETING OF THE  
PLANNING & ZONING COMMISSION**

**CASE NO. PZ-03-25**                      Hearing Date: May 14, 2026

**PROPERTY ADDRESS:**                1040 W. Northwest Highway

**PETITIONER:**                            W Northwest MP LLC  
90 State Street  
Albany, NY 12207  
c/o Timothy Foley  
Fornaro Law  
1022 S. La Grange Road  
La Grange, Illinois 60525

**PROPERTY OWNER:**                 Patrick J. Hennelly, H2L, Inc.

**PUBLICATION DATE:**                April 29, 2026

**REQUEST:**                                A conditional use approval to allow for a daycare center  
and other relief from the Village of Mount Prospect  
Village Code as may be required for this project.

**MEMBERS PRESENT:**                    Joseph Donnelly  
William Beattie  
Ewa Weir  
Walter Szymczak  
Richard Rogers  
Donald Olsen

**MEMBERS ABSENT:**                    Michael Fricano  
Fay Costa

**STAFF MEMBERS PRESENT:**         Jason C. Shallcross – Director of Community  
Development  
Antonia Lalagos – Development Planner

**INTERESTED PARTIES:**                Jon Farazmand, W Northwest MP LLC  
Philip Fornaro, Fornaro Law  
Mark Daniel, Daniel Law Office P.C.  
Steve Thunder, Thunder Acoustics  
Mike MaRous, MaRous & Company  
Kevin Heffernan, Stonefield Engineering & Design

Bill Cooney, AICP  
Patrick J. Hennelly, Property Owner

Chairman Donnelly called the meeting to order at 7:02 PM. Vice Chairman Beattie made a motion seconded by Commissioner Szymczak to approve the minutes from the Planning and Zoning Commission meeting on April 23, 2026. The minutes were approved 6-0.

After hearing two items of new business, Chairman Donnelly introduced Case PZ-03-25, 1040 W Northwest Highway, a request for conditional use approval for a daycare. The Village Board will serve as the final authority for the request.

### **Staff Presentation**

Director Shallcross presented the request for a conditional use permit to operate a daycare at 1040 W. Northwest Highway. Director Shallcross provided background on the case, noting that the Planning and Zoning Commission previously recommended approval, the Village Board later denied the request, and the matter was subsequently remanded back to the Planning and Zoning Commission to allow the Petitioner to address additional concerns raised by the Village Board. Director Shallcross stated that those concerns generally related to outdoor play area operations and noise, the number of children permitted outside at one time, the location of the trash enclosure, potential bus and traffic impacts, parking, and impacts to surrounding property values.

Director Shallcross explained that, in response to those concerns, the Petitioner revised the plans by relocating the trash enclosure further into the interior of the site, adding landscaping around the outdoor play area, proposing an eight-foot-tall privacy/sound fence around the playground, and submitting additional supporting studies. Director Shallcross stated that the Petitioner provided a childcare facility sound study, a market impact analysis, and a planning report. The sound study evaluated outdoor play area noise with up to 50 children and concluded that, with the proposed eight-foot-tall fence, the use would have an average impact of 3 dBA or less above ambient levels. The market impact analysis reviewed property sales data in Mount Prospect and nearby communities and concluded that proximity to a daycare did not have a substantive negative impact on residential property values. The planning report concluded that the revised plans and supporting studies addressed the prior concerns regarding noise, traffic, parking, and property values.

Director Shallcross reviewed the revised site plan, including the relocated trash enclosure, proposed playground improvements, additional landscaping, and parking delineation plan. Director Shallcross stated that staff and the Village Engineer reviewed the parking and circulation plan, which would reserve certain spaces for parent drop-off and pick-up and other spaces for employees. Director Shallcross explained that the circulation pattern would require parents to travel around the site before parking, which is intended to reduce or eliminate vehicle stacking onto Northwest Highway. Director Shallcross stated that 83

parking spaces are required and 86 spaces are provided, with 5 additional land-banked spaces available if the Village Engineer determines they are needed after the daycare opens.

Director Shallcross also reviewed the proposed floor plans and elevations, noting that the building would include daycare rooms for various age groups, an indoor play area, and minor exterior changes related primarily to access. Director Shallcross stated that the proposed use is consistent with long-range planning documents, including the Village's Strategic Plan goal of supporting a family-oriented community, the Northwest Highway Corridor Plan's support for family-friendly commercial uses, and the 2017 Comprehensive Plan's Neighborhood Center designation, which identifies daycares as a primary use and Policy 1.2 that supports infill development and adaptive reuse or redevelopment of underutilized properties.

Director Shallcross stated that staff continues to recommend approval of the request, subject to revised and additional conditions of approval. Director Shallcross summarized several key conditions, including requiring the daycare to be licensed by the State of Illinois, requiring compliance with all applicable Village codes, requiring future conditional use approval for any expansion, restricting drop-off and pick-up parking to the west side of the facility and employee parking to the east and north sides, prohibiting buses from stopping traffic on Northwest Highway, and requiring all drop-off and pick-up activity to occur entirely on site. Director Shallcross also stated that no more than two classrooms or 50 children, whichever is fewer, would be permitted in the outdoor play area at one time. Outdoor play would generally be limited to 9:00 a.m. to 5:00 p.m., with reduced passive outdoor use permitted from 5:00 p.m. to 7:00 p.m. for no more than one classroom or 30 children.

Director Shallcross further stated that additional conditions would require all children to be walked into and out of the daycare by a parent or guardian, require the outdoor play area to be enclosed by an eight-foot-tall sound fence, require certification from the Petitioner's sound engineer that the final fence material is consistent with the sound model, prohibit amplified sound devices in the outdoor play area except for emergency announcements, and require post-occupancy noise testing within 90 days after issuance of a Temporary Certificate of Occupancy. Director Shallcross explained that, if testing shows that additional mitigation is necessary, the Petitioner would be required to implement additional measures, which could include supplemental landscaping, additional fencing, and/or a reduction in the maximum number of children permitted in the outdoor play area, subject to the satisfaction of the Director of Community Development.

Director Shallcross concluded by noting that the case had been remanded to allow the Planning and Zoning Commission to further review the concerns raised by the Village Board and the public. Director Shallcross stated that public comments received regarding

the case had been posted or forwarded to the Commission and would be included with the future Village Board item.

### **Staff Recommendation**

Director Shallcross stated that staff finds that the proposed conditional use meets the applicable standards contained in the Mount Prospect Zoning Ordinance and requests that the Planning and Zoning Commission make a motion to adopt staff’s findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

“Motion to approve:

1. A conditional use to allow the operation of a daycare for the subject property located at 1040 West Northwest Highway, subject to the following conditions:
  - a. The subject property shall be developed in general conformance with the approved development plans which will consist of the following (collectively the “Approved Plans”):
    - i. Final Engineering Plans titled “Site Development Plans For 1040 W Northwest Hwy Proposed Daycare Facility & Natural Playground”, consisting of eleven (11) sheets, as prepared by Stonefield Engineering & Design, with the latest revision date of 04/08/2026;
    - ii. Play Area Concept, consisting of one (1) sheet, Sheet L-1, as prepared by Stonefield Engineering & Design, and dated 04/08/2026;
    - iii. Architectural Floor Plans, consisting of two (2) sheets, Sheets SA-1.1 and SA-1.2, as prepared by Jarmel Kizel, with the latest revision date of 05/14/2026;
    - iv. Exterior elevations, consisting of one (1) sheet, Sheet SA-1.4, as prepared by Jarmel Kizel, and dated 05/14/2026;
    - v. Landbanked Parking Plan, consisting of one (1) sheet;
    - vi. Childcare Facility Sound Study, consisting of eleven (11) pages, prepared by Thunder Acoustics, LLC, and dated April 9, 2026; and
    - vii. Market Impact Analysis, consisting of forty-three (43) pages, prepared by MaRous & Company, and dated April 2, 2026.
  - b. The Petitioner shall address all comments included in the Village review letter dated May 8, 2026 (PZ-03-25).
  - c. The proposed business shall be licensed by the State of Illinois as a daycare center. A copy of the license issued by the State of Illinois in order to operate a day care center at the subject property shall be placed on file with the Director of Community Development.
  - d. Compliance with all applicable Village Code requirements, including, but not limited to, fire code, lighting regulations, landscaping regulations, sign code regulations, environmental health regulations, and building regulations.
  - e. An amendment to this conditional use shall be required prior to any future

- expansion of this daycare center.
- f. Drop-off/pick-up parking shall be restricted to the west side of the daycare facility and employee parking shall be restricted to the east and north sides of the daycare facility as illustrated in the “Parking Delineation Map”, Sheet C-3 of the site development plans.
  - g. Drop-off/pick-up shall not involve buses that stop traffic on Northwest Highway and shall occur entirely on the Subject Property.
  - h. No more than two classrooms or fifty (50) children, whichever is fewer, shall be permitted to use the outdoor play area at any one time.
  - i. Student use of the outdoor play area shall be restricted to be between the hours of 9:00 AM and 7:00 PM. Between the hours of 9:00 AM and 5:00 PM, recess, class, or uncontrolled play use of the outdoor play area shall be permitted. Between the hours of 5:00 PM and 7:00 PM, the maximum number of children using the outdoor play area shall be restricted to the lesser of one (1) classroom or thirty (30) children. Use of the outdoor play area after 5:00 PM shall consist of passive activity, including but not limited to reading, gardening, coloring, or other similar activities with staff supervision.
  - j. All children of the daycare center shall be walked in and walked out of the daycare center by a parent or individual authorized to drop-off and/or pick-up the child.
  - k. After opening, the Public Works Department shall observe and monitor parking during peak times. Within six (6) months after opening, the Village Engineer shall determine if additional parking spaces are required based on parking demand. If it is determined that additional parking spaces are required, the property owner shall be required to construct the additional parking spaces provided in the Landbank Parking Plan within six (6) months of notice unless additional time is granted by the Village.
  - l. An eight-foot-tall solid fence with no gaps, consistent with the recommendations provided in the Sound Study prepared by Thunder Acoustics and dated April 9, 2026, shall be installed around the perimeter of the outdoor play area. The fence shall be solid and without gaps other than below the fence rail and any decorative component or area between the posts above the height of eight (8’) feet. The Sound Engineer shall submit a certification letter prior to issuance of a building permit verifying that the proposed fence material complies with the Sound Study. Management and teachers shall be trained on the importance of child observation and conduct that leads to increases in sound levels.
  - m. No amplified sound devices, including but not limited to megaphones, speakers, or other devices that artificially or mechanically increase sound levels above playground noise shall be permitted within the outdoor play area, except for speakers used only for emergency announcements (lightning or other weather emergency) and fire safety apparatus.

- n. The Petitioner shall provide noise testing and data to be submitted to the Village within ninety (90) days following the issuance of a Temporary Certificate of Occupancy (TCO) to verify that the sound levels at nearby residential properties remain less than 5 dB(A) above ambient sound levels, consistent with the recommendations and maximum levels identified in the Sound Study. Such testing shall be performed by a contractor certified and qualified to conduct acoustic testing and shall occur with no fewer than fifty (50) children present in the outdoor play area under normal operating conditions. If it takes longer than ninety (90) days to verify the sound levels due to an insufficient number of children being enrolled, this period may be extended subject to the discretion of the Community Development Director.

If such testing demonstrates that additional mitigation is necessary to achieve compliance, the Petitioner shall implement additional noise mitigation measures, which may include, but are not limited to, supplemental landscaping, additional perimeter fencing, and/or a reduction in the maximum number of children permitted in the outdoor play area at any one time, as determined by the Community Development Director. Upon the Community Development Director's satisfaction that compliance has been achieved, a Final Certificate of Occupancy may be issued.

The Village Board's decision is final.

### **Commission Questions for Staff**

Commissioner Weir asked the following questions:

1. Since the daycare is governed by the State of Illinois and the Department of Children and Family Services, are there certain child-to-staff ratios based on age?
2. Are there any infants in the daycare or is the daycare intended for children aged two years and older?
3. Does the state require the daycare to provide children with outdoor play time?
4. Are there classroom functions that start at certain times or are there staggered start times?
5. Are there afterschool programs planned for this facility?

Director Shallcross deferred to the Petitioner to answer the questions related to the number of children in the specific age groups and the timing of classroom functions. Director Shallcross confirmed that the daycare is governed by the State of Illinois and that the state requires outdoor play time as part of any daycare, and aftercare programs are planned for this facility.

Chairman Donnelly asked if the turnaround time is 13 minutes for the 37 parking spaces that are currently there. Director Shallcross responded that based on the Petitioner's

operations at other facilities, the Petitioner has stated that it takes approximately 7 minutes on average for parents, but staff wanted to be more conservative and requested additional parking stalls if that average time increased to account for bad weather days or if parents were a little slower getting a child in and out of the vehicle. Director Shallcross stated that staff is comfortable with the amount of parking provided on site, especially with the amount of parking stalls being land banked for potential future installation.

Chairman Donnelly asked if the property is zoned commercial and what uses could go in by-right. Director Shallcross stated that the property is zoned B-1, which is the most restrictive commercial zoning district, and acts as a transitional neighborhood commercial zoning district, and only allows for very light office uses with additional conditional uses such as daycares but the more intensive uses like restaurants would not be permitted.

Vice Chairman Beattie asked what other uses would be allowed by-right. Director Shallcross responded that conditional uses include art and woodcraft studios; art, sculptor, and composer studios; clubs and lodges; daycare centers; driving schools; funeral homes; hospitals; parking lots; planned unit developments; religious institutions; and unique uses. Vice Chairman Beattie asked if an urgent care would require conditional use approval at the subject property and Director Shallcross responded in the affirmative. Director Shallcross continued to state that permitted uses include travel agencies; personal wireless service facilities office uses for both business and professional, municipal buildings; medical and dental offices; electric vehicle charging stations; dance and music academies/studios; contractors', architects' and engineers' offices; computer offices and facilities. Director Shallcross restated that light office uses are permitted uses and a daycare is a conditional use subject to satisfy the standards of a conditional use.

A question was raised by Chairman Donnelly if there were previous entitlements for a townhome development on the subject property. Director Shallcross stated that it was a prior case and that a townhome development request would likely require a combination of a rezoning and a conditional use.

Commissioner Weir asked if all the issues that caused the denial of the daycare were discussed in Director Shallcross' opening statement. Director Shallcross responded that the main concerns were the outdoor play area operations and noise, number of children outside at one time, the trash enclosure placement, potential bus traffic impacts on Northwest Highway, and impacts to property values. Director Shallcross stated that children will not be bussed to and from the site.

Hearing no further questions for staff, Chairman Donnelly swore in the following speakers:

- Jon Farazmand, 220-46 73<sup>rd</sup> Av, Oakland Gardens NY
- Steve Thunder, 847 Randall Rd, Elgin IL
- Philip Fornaro, 1022 S LaGrange Rd, La Grange IL

- Kevin Heffernan, 901 W Jackson Bl, Chicago IL
- Bill Cooney, 775 S Belmont Av, Arlington Heights IL
- Michael Marous, 1550 Northwest Hy, Park Ridge IL
- Mark Daniel, Daniel Law Office, 17W733 Butterfield Rd, Oakbrook Terrace IL

### **Commission Questions for the Petitioner**

Chairman Donnelly asked the Petitioner to describe the proposed project and identify any changes that had been made since the matter was last presented to the Commission.

Mr. Farazmand provided an overview of the proposed daycare and noted that there is a demonstrated need for additional childcare options in the area, citing approximately 10,000 children between the ages of zero and six within a three-mile radius and approximately 3,000 licensed childcare seats currently available. Mr. Farazmand stated that the proposed daycare would provide additional childcare options for families and help promote competitive pricing.

Mr. Farazmand highlighted several features of the proposal, including an approximately 9,000-square-foot outdoor playground and an approximately 2,500-square-foot indoor playground. Mr. Farazmand explained that the outdoor playground would be designed as a natural play area with landscaping, activity stations, art and coloring areas, climbing areas, and other creative play opportunities, rather than a traditional metal play structure. Mr. Farazmand also stated that the indoor playground would allow children to remain active year-round during inclement weather and would include play structures, climbing walls, and other interactive features.

Mr. Farazmand stated that, since the previous meeting, an eight-foot-tall solid sound fence was added along the outdoor play area to help address neighborhood concerns. Mr. Farazmand explained that the fence was proposed to demonstrate their commitment to being responsive to the surrounding neighbors and community.

Mr. Farazmand also addressed the proposed enrollment capacity. Mr. Farazmand stated that the daycare would have a licensed capacity of approximately 339 children; however, he explained that actual daily attendance is typically lower due to absences, illness, travel, doctor appointments, sibling absences, and classroom ratio requirements. Mr. Farazmand noted that, in practice, full capacity for a daycare generally reflects approximately 85 percent attendance.

Vice Chairman Beattie asked for clarification regarding the proposed daycare's capacity and whether 339 children represented the licensed capacity or whether full capacity would exceed that number. Mr. Farazmand clarified that 339 children would be the licensed capacity, but that the actual number of children present on a given day would typically be approximately 85 percent of that number due to attendance fluctuations.

Mr. Farazmand then provided additional background on the Petitioner's company, stating that it has been in operation for over 30 years, has been involved in the daycare industry for over 10 years, and currently operates more than 20 daycare facilities in over five states. Mr. Farazmand stated that the company is experienced in designing and operating daycare facilities and noted that the project team includes architects, consultants, and engineers with substantial daycare experience, including an architect who has designed more than 500 daycare facilities nationwide. Mr. Farazmand also stated that the proposed facility would be required to obtain all necessary licenses, building permits, and approvals, including applicable State Fire Marshal review and approvals.

Commissioner Weir asked Mr. Farazmand to provide additional information regarding daycare operations, including student-to-teacher ratios, classroom sizes, the number of classrooms, the number of children per classroom, and whether children would attend for set class periods or arrive at staggered times. Mr. Farazmand stated that the proposed operating hours would be 7:00 a.m. to 7:00 p.m., with the busiest drop-off period generally occurring between 7:00 a.m. and 9:00 a.m. Mr. Farazmand explained that children would arrive throughout that period and that staffing would increase as children arrive to maintain the required teacher-to-student ratios. Mr. Farazmand stated that the ratios are regulated by the State and vary by age group, and that the daycare would be required to comply with all applicable State staffing requirements.

Commissioner Weir asked about the ages of the children who would attend the daycare. Mr. Farazmand stated that the daycare would serve children from six months to six years of age. Commissioner Weir asked whether infants would require direct access from the classrooms to the outside. Mr. Farazmand stated that the building is designed to accommodate required exits, that all infant classrooms would be located on the first floor, and that any additional egress required by code would be provided during the building permit process.

Chairman Donnelly asked whether the Fire Department had reviewed the egress requirements for the building. Mr. Shallcross stated that the Fire Department had reviewed the design and identified some minor modifications that would be required, including providing two points of egress from each room due to the proposed childcare use. Director Shallcross stated that the Petitioner had committed to making the required modifications at the time of building permit submittal and that the Fire Department was comfortable with the overall design.

Commissioner Weir asked whether the outdoor playground, which would be enclosed by an eight-foot-tall fence, would include an emergency exiting strategy. Mr. Farazmand confirmed that gates would be incorporated into the fence. Commissioner Weir also asked for clarification regarding transportation and whether buses would enter or exit the site, noting the tight turning radius. Mr. Farazmand stated that there are no plans for bus service and that parents would be required to drop off and pick up their children. Mr. Farazmand

explained that parents would park, walk their children into the building, complete the handoff process, and then leave the property, with the same process occurring at pick-up. Chairman Donnelly clarified that the facility would not involve buses, taxis, or similar transportation services typically associated with public schools. Mr. Farazmand confirmed that parents would be responsible for drop-off and pick-up, noting that the facility would serve preschool-aged children and does not function like an elementary or high school.

Director Shallcross directed the Commission to Condition G of the conditions of approval, which the Petitioner agreed to comply with. Director Shallcross stated that the condition prohibits buses from stopping traffic on Northwest Highway and requires all drop-off and pick-up activity to occur entirely on site.

Commissioner Weir asked whether any off-street parking was available at the site or whether parking was located farther down the street. It was clarified that there is no off-street parking at that location.

Commissioner Olsen asked whether the indoor playground, which appeared to be approximately 25 percent of the size of the outdoor playground, would be sufficient during the winter months. Mr. Farazmand stated that the number of children permitted in the play areas would be based on applicable square footage requirements. Mr. Farazmand explained that the Petitioner does not anticipate having more than a few classrooms in the play areas at one time. Mr. Farazmand stated that the outdoor playground would be limited to up to two classrooms or 50 children, whichever is less, and that a similar approach would apply to the indoor playground based on its square footage capacity. Commissioner Olsen asked whether staffing ratios were included in that number, and Mr. Farazmand stated that he believed staffing was included in the applicable square footage requirements.

### **Consultant Testimonies**

Mr. Fornaro, attorney for the Petitioner, introduced the Petitioner's consultant team and requested that all materials, exhibits, studies, and testimony from the prior proceedings be incorporated into the current record. Vice Chairman Beattie noted that the Commission may still have questions because the prior hearing occurred approximately one year ago, and Mr. Fornaro confirmed that the consultants were present to answer questions. Mr. Fornaro stated that the Petitioner intended to focus on what had changed since the prior review and address concerns raised by the Village Board and community, noting that the Petitioner had worked with staff, agreed to numerous conditions, and believed the project had improved through the review process. A member of the public and the property owner, Mr. Hennelly, clarified that the property was not vacant, and Mr. Fornaro responded that it was not operating at full capacity. Mr. Fornaro then outlined the Petitioner's presentation, including testimony regarding sound, traffic, property valuation, planning, and conditional use standards. In response to questions from the Commission, Mr. Fornaro stated that the Petitioner is the contract purchaser with authorization from the property owner to pursue

zoning approval and confirmed that the daycare would be a for-profit use and remain on the tax rolls.

### Noise

Mr. Thunder, the Petitioner's acoustical consultant, summarized the sound study prepared for the proposed daycare. Mr. Thunder explained that the study evaluated existing ambient noise levels at the site, measured children's play noise at Guidepost, a comparable daycare facility in Naperville, and modeled the proposed outdoor play area with up to 50 children and the proposed eight-foot-tall sound fence. Mr. Thunder stated that existing ambient noise was approximately 49 dB(A), largely due to train and vehicle traffic, and that the modeled playground noise would be approximately 52 dB(A). Mr. Thunder stated that this increase would be less than the five dB(A) threshold generally used to determine whether a sound creates a meaningful noise impact.

The Commission asked questions regarding the practical audibility of children playing, comparisons to other neighborhood noises, and the effectiveness of the proposed fence. Vice Chairman Beattie expressed concern that neighborhood sounds, such as a dog barking behind a privacy fence, can still be clearly audible from a distance. Mr. Thunder explained that a dog bark is different from children's play noise because it is more impulsive, and that the study used actual measurements of children playing at a comparable daycare. Commissioner Weir asked whether nearby school, park, and athletic field noises were comparable, and Mr. Thunder stated that those uses may be similar in some respects but differ because the daycare playground would include a sound fence intended to contain noise.

Commissioner Rogers asked whether the proposed eight-foot-tall fence was included in the sound model, and Mr. Thunder confirmed that it was. Commissioners also asked about the fence material and construction. Mr. Thunder stated that the proposed fence would be a PVC sound fence with a core material and tested acoustical performance. Mr. Thunder explained that the purpose of the fence is to block sound, rather than absorb sound, and that the final fence material would need to perform consistently with the assumptions used in the sound model.

### Traffic and Site Design

Mr. Heffernan, the Petitioner's civil engineer and traffic consultant, summarized the site circulation, parking, and traffic analysis for the proposed daycare. Mr. Heffernan stated that the Petitioner worked closely with the Village Engineer on the traffic study and site layout to ensure the site would operate effectively for the proposed number of students and staff. Mr. Heffernan explained that the site would maintain one point of ingress on the east side and one point of egress, with vehicles circulating counterclockwise around the site. Mr. Heffernan stated that parent pick-up and drop-off parking was relocated to the far west side of the property to reduce the potential for vehicle stacking near Northwest Highway. Mr. Heffernan also stated that the trash enclosure was relocated farther into the

interior of the site, which would move trash-related activity farther from neighboring properties, shorten the distance for staff, and allow the Petitioner to add three additional parking spaces, increasing the total parking supply to 89 spaces. Mr. Heffernan stated that the traffic analysis showed the site ingress would continue to operate at Level of Service A, with minimal delay, and that any delay associated with vehicles exiting the site would occur on site rather than on Northwest Highway. Mr. Heffernan further stated that the Petitioner did not anticipate negative impacts to parking, queuing, neighboring properties, or the adjacent roadway.

Commissioner Weir asked whether the existing curb cuts would be modified, and Mr. Heffernan stated that no modifications were proposed. Commissioner Rogers asked about vehicle stacking, and Mr. Heffernan stated that, because pick-up and drop-off operations had been moved to the west side of the site, no significant stacking was anticipated, except for approximately two vehicles at the western exit. Commissioner Rogers asked how the daycare would differ from elementary schools where parent vehicles sometimes stack onto nearby streets. Mr. Heffernan explained that daycare drop-off and pick-up typically occurs over a two- to two-and-a-half-hour window, rather than during a concentrated school start or dismissal time, which reduces peak-hour congestion.

Vice Chairman Beattie asked how the traffic conclusions were developed, particularly given the proposed number of students and the fact that parent drop-off and pick-up would overlap with commuter traffic on Northwest Highway. Mr. Heffernan stated that the analysis relied on national data from the Institute of Transportation Engineers (ITE) for suburban daycare facilities, including information related to students, staff, parking demand, and peak-hour trips. Mr. Heffernan explained that the Petitioner combined that national data with local traffic counts and IDOT data for Northwest Highway to model existing and proposed traffic conditions. Commissioner Weir asked about the worst-case number of vehicles expected to stack at the exit, and Mr. Heffernan stated that approximately two vehicles would be expected to stack on site. Mr. Heffernan also noted that Northwest Highway carries substantially less daily traffic than Rand Road, stating that Northwest Highway carries approximately 9,700 daily trips compared to more than 20,000 daily trips on Rand Road.

#### Property Values

Mr. Marous, the Petitioner's real estate appraiser, summarized the market impact analysis prepared for the proposed daycare. Mr. Marous stated that he is President of Marous and Company, holds the MAI designation, and has extensive experience preparing value impact studies and appraisals for public bodies and private clients. Mr. Marous stated that the analysis considered the existing property, demographics, surrounding neighborhood, traffic conditions, screening, potential noise and operational impacts, and other uses that could be permitted or reasonably expected at the site. Mr. Marous noted that the existing office building is underutilized and that conventional office demand has changed

significantly, with similar buildings being converted, redeveloped, or adapted for other uses.

Mr. Marous explained that the analysis reviewed nearby residential sales, including single-family homes to the north and townhomes to the west, and also evaluated comparable daycare-adjacent properties using a matched-pair analysis. Mr. Marous stated that the analysis compared sales near daycare facilities with similar nearby properties to determine whether proximity to a daycare had a measurable negative impact on property value. Mr. Marous discussed examples involving a newer daycare facility near single-family homes and another daycare near townhomes and stated that the comparisons did not indicate a negative effect on property values.

Mr. Marous further stated that the analysis considered broader community impacts, including traffic, noise, intensity of use, demand for services, and alternative uses that could occupy the property, such as office or medical uses. Mr. Marous concluded that, based on the matched-pair sales analysis, review of the surrounding market, and Mr. Marous' appraisal experience with schools, daycare facilities, parks, and similar uses, the proposed daycare would not have a negative impact on surrounding property values.

### Planning

Mr. Cooney, the Petitioner's planning consultant and former Village of Mount Prospect Community Development Director, summarized how the proposed daycare is consistent with the Village's long-range planning documents and conditional use standards. Mr. Cooney stated that the 2017 Comprehensive Plan designates the subject property and surrounding Northwest Highway corridor as a Neighborhood Center district, which is intended to allow a mix of neighborhood-serving commercial uses, including daycare centers. Mr. Cooney also stated that the Northwest Highway Corridor Plan identifies daycare uses as appropriate and desirable along the corridor because they can serve both nearby residents and the business community.

Mr. Cooney focused on the conditional use standard related to whether the proposed use would be injurious to nearby properties or diminish property values. Mr. Cooney stated that the primary concerns previously raised related to noise and property values, and that the Petitioner addressed those concerns through expert studies, revised plans, and proposed mitigation measures. Mr. Cooney noted that the Petitioner agreed to install an eight-foot-tall sound fence around the outdoor play area, which he characterized as exceeding the mitigation required of other daycare centers in the Village. Mr. Cooney also stated that staff previously reviewed whether the Village had received complaints regarding existing daycare centers and found no history of noise complaints, including for daycare centers located closer to residential neighborhoods.

Mr. Cooney also addressed traffic, parking, and community impact. Mr. Cooney stated that the Petitioner worked with Village engineering staff and revised the plan to address

circulation and parking concerns. Mr. Cooney noted that the site is self-contained, with access to and from Northwest Highway, and stated that the proposed use would not negatively impact nearby residential streets. Mr. Cooney further stated that the project would reinvest in an underutilized office building, bring approximately 50 new employees to the area, and help activate a property located in a corridor affected by high office vacancy rates. Mr. Cooney concluded that, based on the record, supporting studies, consistency with Village plans, and compliance with zoning standards, Mr. Cooney respectfully requested that the Planning and Zoning Commission recommend approval of the request.

### Conditional Use

Mr. Daniel, attorney for the Petitioner, addressed the conditional use standards and stated that the remand was not due to an action or inaction by the Planning and Zoning Commission, but rather because additional concerns, particularly regarding noise, were raised after the prior hearing. Mr. Daniel stated that the Petitioner responded to those concerns by agreeing to install an eight-foot-tall sound fence with no gaps and an STC-rated performance of at least 15 intended to reduce sound transmission. Mr. Daniel stated that the project should be evaluated based on the data and expert testimony presented, including the sound study, traffic analysis, valuation study, and planning report.

Mr. Daniel stated that the proposed daycare would provide a needed service in an underserved area and would involve a significant private investment in Mount Prospect. Mr. Daniel described the proposal as a high-quality daycare facility with enhanced outdoor play and active learning features. Mr. Daniel also stated that daycare uses are recognized as valuable community services and are permitted throughout much of the Village, and that the subject property is located along Northwest Highway in a transitional area near other uses involving children and outdoor activity, including schools and parks.

Mr. Daniel further stated that the Petitioner had gone beyond typical daycare mitigation measures by commissioning a sound study, agreeing to install a specialized sound fence, and agreeing to post-occupancy noise testing to verify the modeled results. Mr. Daniel stated that the proposed mitigation demonstrates the Petitioner's commitment to fitting into the neighborhood and addressing community concerns. Mr. Daniel concluded that there was no unique condition or impact at this specific location that would distinguish the property from other properties where daycare uses are permitted or supported and stated that the evidence presented supported approval of the conditional use request.

### **Resident Concerns**

1. Too many students and staff proposed for the daycare, including comparison to nearby elementary schools;
2. Adequacy of on-site parking for parents, staff, and daily operations; residents stated that the parking provided at existing elementary schools is ten times the size of the parking proposed at the daycare;

3. Traffic impacts related to vehicles entering and exiting the site from Northwest Highway and potential cut-through traffic on nearby residential streets, including Dale Avenue. Whether traffic calming measures, such as speed bumps, may be needed on nearby residential streets;
4. Fire safety and whether the number of children in the building could create a safety concern;
5. Noise impacts to neighboring properties, including a request that sound levels not exceed 50 dB(A) in a nearby yard;
6. Devaluation of nearby properties and the potential impact on surrounding residential property values; and
7. Questions regarding alleged child abuse claims involving the daycare company.

Chairman Donnelly swore in a resident and neighbor, Jean Spejcher, 202 Mac Arthur Bl, Mount Prospect IL. Ms. Spejcher stated that her property has significant exposure to the rear of the subject property and raised concerns regarding the proposed daycare operations. Ms. Spejcher stated that children between the ages of zero and six years old may take longer to load and unload from car seats than anticipated, which could increase pick-up and drop-off times. Ms. Spejcher also asked whether emergency vehicle access and turning movements had been studied, particularly given the proposed playground equipment, parking activity, and site layout. Ms. Spejcher further expressed concern regarding noise impacts, the proximity of the proposed use to nearby homes, and whether the proposed student-to-staff ratio would be comparable to other nearby schools or facilities.

Chairman Donnelly swore in a resident and neighbor, Nancy Fritz, 103 Mac Arthur Bl, Mount Prospect IL. Ms. Fritz expressed concerns regarding traffic, safety, the number of children and employees proposed for the daycare, and noise. Ms. Fritz stated that Northwest Highway is already busy and raised concerns about vehicles entering and exiting the site, particularly during morning commute and school-related travel times. Ms. Fritz stated that young children can be unpredictable and that additional safety measures should be considered to account for children who may run from vehicles or parents who may be distracted during drop-off and pick-up. Ms. Fritz also stated that the proposed number of children and employees appeared high for the size of the facility. Vice Chairman Beattie asked whether the traffic consultant's explanation satisfied Ms. Fritz's concerns, and Ms. Fritz stated that it did not, noting that children, particularly those in car seats, do not always exit vehicles quickly and that delays could result in vehicles backing up onto Northwest Highway. Ms. Fritz acknowledged the work that had gone into the proposal but stated that safety, traffic, and operational concerns remained.

Chairman Donnelly swore in a resident and neighbor, Vicki Kaitchuck, 212 Mac Arthur Bl, Mount Prospect IL. Ms. Kaitchuck stated that the resident's property does not directly abut the subject property, but Ms. Kaitchuck's patio and backyard face the site due to the lot's corner location. Ms. Kaitchuck stated that the family can see the existing building and hear

normal site-related noises, such as garbage trucks, but expressed concern that the proposed daycare would significantly increase activity near the rear yards of surrounding homes. Ms. Kaitchuck stated that the concern was less about children playing and more about the number of vehicles entering, exiting, idling, and circulating through the site during peak drop-off and pick-up times. Ms. Kaitchuck stated that references to daycares being located “nearby” residential properties did not reflect the experience of surrounding residents, because the proposed use would effectively be located in their backyards. Ms. Kaitchuck also raised concerns regarding vehicle noise, exhaust, car doors, garbage odors, and the volume of diapers and waste generated by the daycare. Ms. Kaitchuck acknowledged that the proposed playground and fence appeared attractive and that the Petitioner was attempting to address concerns but stated that the vehicle activity would be disruptive to the surrounding residential properties. Ms. Kaitchuck also noted that wildlife frequently travels through the rear portion of the property and stated that the fenced play area may help separate children from wildlife.

Chairman Donnelly swore in a resident, Robert Benwitz, 304 N Dale Av, Mount Prospect IL. Mr. Benwitz expressed concern regarding potential cut-through traffic through the Northwest Meadows neighborhood. Mr. Benwitz stated that, based on his 44 years living in the area, Dale Avenue experiences significant traffic during peak morning periods due to Prospect High School traffic, despite generally functioning as a quiet residential street at other times. Mr. Benwitz stated that, although the traffic analysis relied on national data and accepted methodology, residents experience the area differently on a daily basis. Mr. Benwitz expressed concern that parents leaving the daycare and attempting to travel eastbound on Northwest Highway may avoid making a difficult left turn due to traffic volume, roadway grade, and sightline conditions, and may instead use nearby residential streets such as Dale Avenue, Isabella Street, and MacArthur Boulevard as a cut-through route. Mr. Benwitz stated that the daycare’s peak drop-off and pick-up times would likely coincide with existing peak traffic periods on Northwest Highway and in the surrounding neighborhood. Mr. Benwitz stated that his primary concern was not noise, but rather the real-world traffic impacts experienced by residents.

Chairman Donnelly swore in a resident and neighbor, Dawn Wolz, 213 N Dale Av, Mount Prospect IL. Ms. Wolz expressed concern regarding potential traffic impacts on surrounding residential streets. Ms. Wolz stated that the neighborhood does not have sidewalks, which creates safety concerns for residents walking dogs or otherwise walking in the area. Ms. Wolz asked what would be done to prevent daycare traffic from cutting through the neighborhood and raised concern that, if on-site traffic backs up, parents may park on nearby residential streets. Chairman Donnelly clarified that parents would be required to use the on-site parking spaces and walk children into the front entrance but acknowledged Ms. Wolz’s concerns regarding cut-through traffic and off-site parking on surrounding streets.

Chairman Donnelly swore in a resident and neighbor, Mona Hines, 702 French Way, Mount Prospect IL. Ms. Hines stated that French Way is a private street located immediately adjacent to the proposed daycare and has only three guest parking spaces. Ms. Hines expressed concern that daycare traffic may enter French Way and use the limited guest parking spaces because it is the closest nearby parking area to the daycare. Commissioner Weir asked whether French Way is a private or public road, and Ms. Hines confirmed that it is private. Ms. Hines also stated that vehicles already cut through French Way. Chairman Donnelly noted that, because French Way is private, the residents would have the ability to tow unauthorized vehicles but acknowledged that the concern regarding off-site parking and cut-through traffic would be addressed with the Petitioner.

### **Petitioner's Responses to Residents' Concerns**

#### Traffic and Parking

Mr. Heffernan responded to resident concerns regarding parking, drop-off/pick-up operations, traffic, emergency access, and cut-through traffic. Mr. Heffernan stated that, based on the Petitioner's daycare experience and traffic impact study, the average drop-off time is approximately six minutes, and the average pick-up time is approximately seven minutes, with some parents taking less time and others taking longer. Mr. Heffernan stated that the plan provides approximately 40 drop-off/pick-up parking spaces, although the traffic analysis indicated that approximately 21 spaces would be needed, and that the site was designed using a conservative approach to account for longer service times. Mr. Heffernan also stated that the site could accommodate approximately 40 vehicles in parking spaces and an additional 28 vehicles stacking on site before traffic would affect the main drive aisle.

In response to concerns about child safety, Mr. Heffernan stated that the drop-off and pick-up spaces are located more than 50 feet from Northwest Highway and that parents would be responsible for supervising children within the parking lot. Regarding emergency vehicle access, Mr. Heffernan stated that the Petitioner prepared a truck circulation plan showing the Village fire truck circulating through the site and that the Fire Department did not identify concerns with emergency access.

Mr. Heffernan also addressed cut-through traffic concerns. Mr. Heffernan stated that the traffic study considered pass-by and diverted trips and concluded that a significant portion of daycare-related trips would already be using Northwest Highway or the surrounding roadway network. Vice Chairman Beattie expressed concern that the Petitioner could not know where future families would be coming from and that some parents may still use neighborhood streets to avoid turning onto Northwest Highway. Commissioner Weir noted that Dale Avenue is already used by high school traffic and stated that the daycare operator should be aware of the existing neighborhood traffic conditions from an operational and safety standpoint. Chairman Donnelly asked whether the Village Engineer had concerns regarding traffic impacts to Dale Avenue, and Director Shallcross stated that the Village Engineer did not.

Director Shallcross added that the traffic study relied on the Institute of Transportation Engineers data, which he described as the accepted standard used by municipal engineers, departments of transportation, and courts for traffic engineering and parking projections. Director Shallcross stated that the Petitioner exceeds Village parking requirements, provides sufficient on-site parking and circulation, and that staff does not have concerns regarding traffic performance, parking, or a reduction in service levels on the surrounding roadway network.

Chairman Donnelly asked whether the Village would have a mechanism to address any off-site parking or pedestrians walking to the daycare from surrounding streets. Director Shallcross stated that private property owners have the ability to tow unauthorized vehicles from private property, and that the Village has code compliance and local adjudication processes available if off-site parking or related activity becomes burdensome to area roadways or adjacent users. Director Shallcross stated that, based on the Petitioner's extensive work with staff to address concerns, staff is confident the Petitioner would be a cooperative partner in resolving any operational issues before enforcement action becomes necessary.

Chairman Donnelly asked whether the Village has experienced similar issues with other daycare centers. Director Shallcross stated that, aside from one daycare located in a multi-tenant shopping center where parking issues were related to other users and shared parking conditions, the Village has not received parking, noise, or traffic complaints from daycare centers that operate within self-contained sites. Mr. Heffernan added that daycare facilities differ from schools because daycare drop-off and pick-up activity is spread out over a longer period, while schools often have more concentrated traffic patterns and may also generate traffic from sporting events, auditorium events, and other large gatherings.

Mr. Daniel asked whether the outbound traffic movements were expected to operate acceptably based on the available gaps identified in the traffic analysis. Mr. Heffernan stated that a Level of Service A is uncommon in urbanized areas and that Level of Service C is generally considered an acceptable design standard in the Chicago metropolitan area and nationally. Chairman Donnelly noted that the proposed condition exceeds that standard, and Mr. Daniel stated that he had no further traffic-related questions.

### Noise

Chairman Donnelly asked about the requested 50 dB noise limit and whether the proposed playground would exceed that level. Mr. Thunder stated that the Village's noise regulations prohibit noise that disturbs the peace and quality of the neighborhood and explained that a common noise standard is to limit sound to no more than 5 dB above ambient levels. Mr. Thunder stated that the existing ambient noise level near the residential backyards was measured at approximately 49 dB, and the projected playground noise level was approximately 52 dB, which is within 5 dB of the ambient level. Mr. Thunder further

explained that the ambient measurements reflected existing conditions without the playground, including surrounding traffic, aircraft, and train noise, while the projected playground noise was modeled using measurements taken from children playing at another daycare facility. Mr. Thunder also noted that the difference between 50 dB and 52 dB would be very difficult to detect in a real-world setting.

#### Fire Department Requirements

Chairman Donnelly asked whether the building would be redesigned to meet Fire Department requirements. Mr. Farazmand confirmed that the building would be fully sprinklered throughout.

#### Fencing and Screening

Chairman Donnelly then asked whether fencing would be installed around the property. Mr. Farazmand stated that a perimeter fence was not currently proposed but noted that they had previously discussed addressing gaps along the rear of the property through additional arborvitae plantings or fencing, if needed. Mr. Farazmand explained that the existing arborvitae provide substantial year-round screening and are taller than a typical fence, but that they would be willing to work with staff to address any screening gaps.

Commissioner Weir expressed concern regarding vehicle headlights from the drive-through shining toward the rear of adjacent homes, particularly during the winter, and suggested that evergreen landscaping or fencing may be needed to provide additional screening. Mr. Farazmand stated that a landscape plan was provided including a species list and that the existing plantings would be reviewed to identify and fill any gaps with evergreen screening where appropriate. Chairman Donnelly noted that either additional plantings or fencing could be considered, depending on what would be most effective and least disruptive to the existing landscaping.

#### Odor

Chairman Donnelly also asked about potential odor impacts from diapers in the trash area. Mr. Farazmand stated that the daycare uses scented bags, trash would be picked up regularly based on demand, and deodorizers could be added to the dumpster area if necessary. Director Shallcross confirmed that if an odor issue occurred, the Village would work with the Petitioner to require additional pickups or other corrective measures. Director Shallcross also noted that the Commission could add a condition of approval requiring additional fencing or screening along the northern property line, such as a six-foot-tall privacy fence consistent with the Village's standard for transitional areas.

Mr. Farazmand further clarified that the number of children in diapers would be significantly less than suggested during public comment. Mr. Farazmand stated that, although the facility may have up to 340 students, the infant population would be approximately 100 children, and the estimated number of children in diapers would be approximately 85 at maximum, rather than 150 to 200 children.

### Number of Vehicles at Peak Hour

Chairman Donnelly asked how many vehicles were estimated for peak drop-off based on the proposed enrollment. Mr. Farazmand stated that the number of vehicles would be reduced by factors such as carpooling and siblings arriving together. Mr. Heffernan stated that approximately 125 vehicles were projected during the peak hour, with just over 200 vehicles anticipated for drop-off overall.

### Cut-Through of Properties

Chairman Donnelly noted that a resident raised a concern about parents potentially cutting through neighboring properties when walking children to the daycare. Mr. Daniel stated that the Village would have code enforcement remedies available if issues occurred and noted that failure to comply with operational requirements could be treated as operating outside the approved conditional use. Mr. Daniel also stated that parent communication would be an important part of daycare operations, including reminders to respect neighbors, follow drop-off and pick-up procedures, and park appropriately if street parking occurs.

### Child-Abuse Allegations

Chairman Donnelly asked about concerns raised regarding child abuse allegations involving a daycare operator. Mr. Daniel stated that allegations must be taken seriously but noted that the property owner would ultimately be responsible for the operation of the property and tenant compliance. Mr. Daniel further stated that the daycare would be subject to DCFS jurisdiction, required training, insurance requirements, and other operational safeguards.

Vice Chairman Beattie asked for clarification regarding the nature of the allegation and whether it had been adjudicated or proven. Mr. Farazmand stated that the allegation did not involve one of their properties and involved a Nest-operated daycare at another location. Mr. Farazmand clarified that Nest is one of several daycare operators they work with, but the operator for the proposed site had not yet been finalized. Director Shallcross reminded the Commission that its role is to evaluate the proposed use against the Village Code and not to adjudicate allegations from other jurisdictions.

### **Resident's Concerns**

Chairman Donnelly swore in a resident and neighbor, Jan Ramion, 715 French Way, Mount Prospect IL. Ms. Ramion asked how the proposed daycare's enrollment compared to other daycare facilities in the Village. Director Shallcross stated that the proposed facility would have the highest enrollment of any daycare in the Village, with the next closest likely being Children's Land on Route 83, which has more than 100 children. Director Shallcross noted that, although the proposed facility would have a higher maximum enrollment, other

daycare facilities do not have restrictions on the number of children permitted outdoors at one time, while the proposed facility would be limited to no more than 50 children outdoors between 9:00 a.m. and 5:00 p.m.

Ms. Ramion also questioned why the sound study was based on 30 children when up to 50 children would be permitted on the playground. Ms. Ramion further raised concerns regarding fire safety for two- and three-year-old children on the second floor of the building, noting that local elementary schools are generally single-story. Chairman Donnelly stated that the Fire Department had reviewed the plans and had no issues.

Ms. Ramion also asked questions regarding the Nest operator, including the age of the company, the number of facilities operated, and which entity would operate the proposed daycare. Director Shallcross stated that the matter before the Commission was a land use request and that concerns regarding allegations or issues in other jurisdictions were outside the scope of the conditional use request.

### **Petitioner's Responses**

Mr. Thunder clarified that the sound study used measurements from an operating daycare in Naperville with 30 children on the playground to establish the source noise level. Mr. Thunder explained that the sound model was then adjusted to reflect 50 children outdoors, and the projected noise levels were based on that higher number. Chairman Donnelly noted that if actual noise levels exceeded the model's projections, mitigation measures would be required.

Mr. Fornaro stated that staff have included conditions of approval to address potential noise and traffic issues if problems occur after the daycare opens. Mr. Fornaro emphasized that the Petitioner intends to be a good neighbor and would work with staff and residents to address any operational concerns. Vice Chairman Beattie asked about the traffic backstop, including land-banked parking spaces, and Mr. Fornaro stated that the Petitioner would exceed the Village's parking requirements by 11 parking spaces including the additional land-banked spaces.

Chairman Donnelly stated that if traffic were to back up onto Northwest Highway, the Petitioner would be required to address the issue with staff. Mr. Daniel stated that the site could accommodate a significant number of vehicles before any backup would occur and noted that staggered arrival times could be used as an enforcement tool if necessary. Vice Chairman Beattie expressed concern that some corrective measures may only occur after a problem has already developed and stated that the goal should be to avoid problems from occurring in the first place.

Director Shallcross stated that daycare facilities generally manage drop-off and pick-up times closely, including through enforcement of assigned times. Chairman Donnelly noted that, as a private facility, the daycare could also address repeat parent noncompliance

through its enrollment policies. Mr. Farazmand stated that the Petitioner and its operators have extensive daycare experience, including more than 20 properties, and that the projected number of vehicles in any 15-minute interval would be substantially lower than the site's overall capacity.

### **Commission Discussion**

Vice Chairman Beattie asked whether any public comments submitted over the weekend were in support of the request. Director Shallcross stated that no letters or emails in support had been received to Director Shallcross's knowledge. Commissioner Weir noted that daycare facilities are regulated and inspected by the State, including required teacher-to-student ratios based on age, and stated that those requirements are an important consideration.

Vice Chairman Beattie stated that the Petitioner had provided substantial information and coordination but expressed concern that no impacted neighborhood residents had spoken in support of the request. Vice Chairman Beattie noted that one of the conditional use standards is whether the use would be injurious to the use and enjoyment of other properties and expressed concern regarding the intensity of the proposed use, including the number of children and staff, the compact site, traffic, drop-off activity, and the potential for ongoing noise and commotion. Chairman Donnelly stated that the Village's engineering, fire, and other departments had reviewed the proposal and that staff's review and recommended conditions provided additional confidence that the issues had been evaluated.

Commissioner Weir suggested adding a requirement for additional screening to address vehicle headlights and impacts to adjacent residential properties. Director Shallcross stated that a fence could be added as a condition of approval but acknowledged that installation could impact existing mature landscaping. Commissioner Weir suggested that additional evergreen plantings to fill screening gaps may be more appropriate. Mr. Farazmand stated that the Petitioner could reassess the northern perimeter and replace non-evergreen plantings with evergreen plantings where appropriate.

Director Shallcross recommended that the condition require continuous six-foot-tall screening along the northern property line, subject to approval by the Director of Community Development. Chairman Donnelly confirmed that the condition would be added.

### **Motion and Vote**

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a motion. Commissioner Weir made a motion seconded by Commissioner Olsen to add a condition of approval to add continuous 6-foot-tall screening along the north property subject to the approval of the Director of Community Development. Commissioner Weir made a motion seconded by Commissioner Szymczak to approve the

conditional use for a daycare center subject to the conditions presented by staff and as amended by the Commission.

UPON ROLL CALL   AYES: Szymczak, Weir, Olsen, Donnelly  
                          NAYS: Beattie, Rogers

The Planning and Zoning Commission gave a positive recommendation (4-2) for the next Village Board meeting to be held on June 3, 2026.

Commissioner Weir made a motion, seconded by Vice Chairman Beattie, and the meeting was adjourned at 10:08 PM.

A handwritten signature in black ink, appearing to read "Ann Choi", written over a horizontal line.

Ann Choi, Development Planner



## Item Cover Page

|                     |  |
|---------------------|--|
| <b>Subject</b>      | <b>PZ-14-26 / 504 S Albert St / CU: Accessory Structure / PZ Final</b>               |
| Meeting             | June 25, 2026 - REGULAR MEETING OF THE MOUNT PROSPECT PLANNING AND ZONING COMMISSION |
| Fiscal Impact (Y/N) | N  |
| Dollar Amount       |  |
| Budget Source       |  |
| Category            | NEW BUSINESS   |
| Type                | Action Item  |

### Information

The Petitioner and property owner, Sam Frasco, is seeking conditional use approval to construct a walkway that encroaches four feet (4'-0") into the interior side yard at 504 South Albert Street (the Subject Property). The proposal meets the standards for a conditional use and Staff is supportive of the request.

### Discussion

#### **BACKGROUND / PROPERTY HISTORY**

The Subject Property was annexed into the Village in 1917 and is improved with a single-family residence that was constructed in 1958. The Subject Property is zoned R-1 Single Family Residence District and consists of approximately 0.19 acres on South Albert Street, south of East Prospect Avenue. The Petitioner has resided at the Subject Property since 2004.

Pursuant to the Village's Zoning Ordinance, walkways located within an interior side yard are permitted as an obstruction, provided they do not exceed three feet (3'-0") in width. The Petitioner is requesting conditional use approval to allow a four-foot (4'-0") wide walkway within the interior side yard, where a maximum width of three feet (3'-0") is permitted.

#### **PROPOSAL**

The Petitioner proposes to increase the permitted encroachment of the side yard walkway from the maximum permitted width of three feet (3'-0") to four feet (4'-0"), which would allow the walkway to extend to and abut the exterior wall of the attached garage. The Petitioner stated in the application that by extending the sidewalk towards the garage, it will prevent rain and ice water from entering the garage. The Petitioner also stated that he would like to install a pop-up drain several feet from the property to allow proper drainage.

The Subject Property is zoned R-1 Single Family Residential. The increased encroachment for a walkway in the interior side yard will not cause the Subject Property to exceed the maximum 45% lot coverage requirement.

#### **PUBLIC COMMENT**

As of this writing, staff has not received any public comments.

## **STANDARDS AND FINDINGS**

Staff has reviewed the Petitioner's request for conditional use approval to allow an increased encroachment for a walkway in the interior side yard and finds that the applicable standards have been met. There is no indication that the proposed request would endanger the public health, safety, morals, comfort, or general welfare or result in physical changes that would adversely impact surrounding property values, public utilities, drainage, or traffic circulation on public streets. Given that the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, staff recommends approval of the requested conditional use.

## **Alternatives**

A. Approval of the following motion: "A conditional use to construct a walkway that encroaches four feet (4'-0") into the interior side yard at 504 South Albert Street, subject to the following conditions:

1. The conditional use for the increase in encroachment for the permitted obstruction of the walkway shall only apply to the walkway located in the southern interior side yard as indicated on the plat of survey and not to any other accessory structure;
2. The improvements shall be in strict conformance with the submitted plat of survey as illustrated in **Exhibit B**; and
3. The existing drainage patterns are not adversely impacted. The sidewalk shall be installed to meet the existing grades. If a change in the sidewalk elevation is desired, a grading plan shall be required showing both existing and proposed ground and sidewalk elevations.
4. Any downspout design changes or undergrounding requires approval by the Village engineer prior to the issuance of a permit."

B. Action at the discretion of the Planning and Zoning Commission.

## **Staff Recommendation**

Approval of a conditional use to construct a walkway that encroaches four feet (4'-0") into the interior side yard at 504 South Albert Street, subject to the conditions listed in the staff report.

## **Attachments**

1. PZ-14-26 Staff Report
2. PZ-14-26 Administrative Content\_Redacted
3. PZ-14-26 Plans



**DATE:** June 18, 2026

**CASE NUMBER**

PZ-14-26

**APPLICANT/PROPERTY OWNER**

Sam Frasco

**PUBLIC HEARING DATE**

June 25, 2026

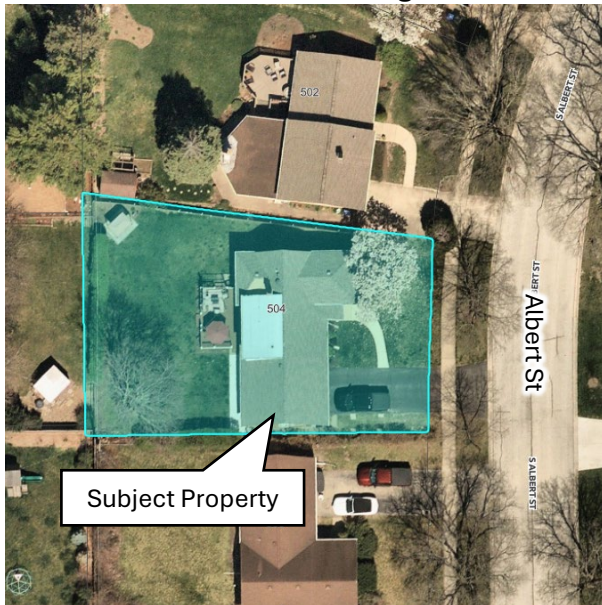
**PROPERTY ADDRESS/LOCATION**

504 S Albert St

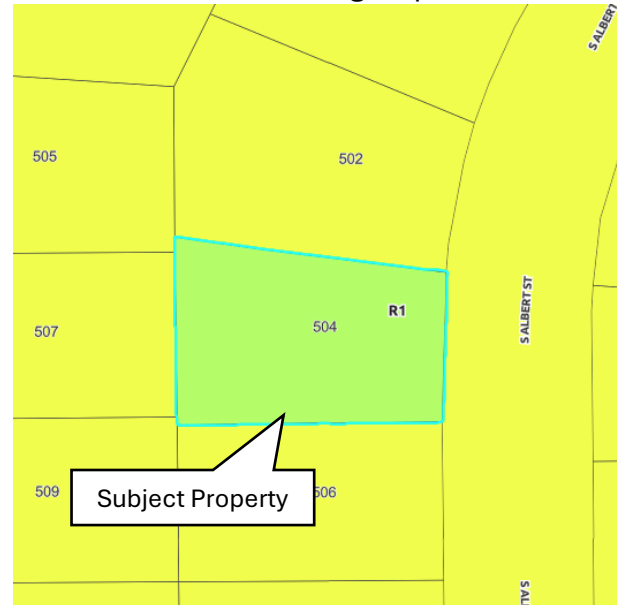
**BRIEF SUMMARY OF REQUEST**

The Petitioner and property owner, Sam Frasco, is seeking conditional use approval to increase the maximum walkway width in the required side yard from three feet (3'-0") to four feet (4'-0") at 504 South Albert Street (the Subject Property). The proposal meets the standards for a conditional use and Staff is supportive of the request.

2024 Aerial Image



2025 Zoning Map



| EXISTING ZONING               | EXISTING LAND USE/ SITE IMPROVEMENTS | SURROUNDING ZONING & LAND USE  | SIZE OF PROPERTY |
|-------------------------------|--------------------------------------|--|------------------|
| R-1 Single Family Residential | Single Family Residence              | North: R-1 Single Family Residential<br>East: R-1 Single Family Residential<br>South: R-1 Single Family Residential<br>West: R-1 Single Family Residential | 0.19 acres       |

**STAFF RECOMMENDATION**

APPROVE

APPROVE WITH CONDITIONS

DENY

## DISCUSSION OF PROPOSAL

### BACKGROUND / PROPERTY HISTORY

The Subject Property was annexed into the Village in 1917 and is improved with a single-family residence that was constructed in 1958. The Subject Property is zoned R-1 Single Family Residence District and consists of approximately 0.19 acres on South Albert Street, south of East Prospect Avenue. The Petitioner has resided at the Subject Property since 2004.

Pursuant to the Village's Zoning Ordinance, walkways located within an interior side yard are permitted as an obstruction, provided they do not exceed three feet (3'-0") in width. The Petitioner is requesting conditional use approval to allow a four-foot (4'-0") wide walkway within the interior side yard, where a maximum width of three feet (3'-0") is permitted.

### PROPOSAL

The Petitioner, Sam Frasco, proposes to increase the permitted encroachment of the side yard walkway from the maximum permitted width of three feet (3'-0") to four feet (4'-0"), which would allow the walkway to extend to and abut the exterior wall of the attached garage. The Petitioner stated in the application that by extending the sidewalk towards the garage, it will prevent rain and ice water from entering the garage. The Petitioner also stated that he would like to install a pop-up drain several feet from the property to allow proper drainage.

The Subject Property is zoned R-1 Single Family Residential. The increased encroachment for a walkway in the interior side yard will not cause the Subject Property to exceed the maximum 45% lot coverage requirement.

### PUBLIC COMMENT

As of this writing, staff has not received any public comments.

### STANDARDS AND FINDINGS

The Planning and Zoning Commission shall review the standards and findings of fact outlined in **Exhibit A** and 1) accept them without changes, 2) accept them with changes, or 3) reject the findings. The Planning and Zoning Commission shall use the findings of fact to guide their recommendation to the Village Board.

## STAFF RECOMMENDATION

Staff finds that the proposed conditional use meets the standards contained in the Mount Prospect Zoning Ordinance. Staff requests that the Planning and Zoning Commission make a motion to adopt Staff's findings as the findings of the Planning and Zoning Commission and recommend **approval** of the following motion:

1. "A conditional use to construct a walkway that encroaches four feet (4'-0") into the interior side yard at 504 South Albert Street, subject to the following conditions:
  - a. The conditional use for the increase in encroachment for the permitted obstruction of the walkway shall only apply to the walkway located in the southern interior side yard as indicated on the plat of survey and not to any other accessory structure;
  - b. The improvements shall be in strict conformance with the submitted plat of survey as illustrated in **Exhibit B**; and

- c. The existing drainage patterns are not adversely impacted. The sidewalk shall be installed to meet the existing grades. If a change in the sidewalk elevation is desired, a grading plan shall be required showing both existing and proposed ground and sidewalk elevations.
- d. Any downspout design changes or undergrounding requires approval by the Village engineer prior to the issuance of a permit.”

The Planning & Zoning Commission’s decision is final for this case.

**ATTACHMENTS:**

**ADMINISTRATIVE CONTENT**  
(Zoning Request Application, Responses to Standards, etc...)

**PLANS**  
(Plat of Survey, Site Plan, etc.)

**OTHER**  
(Supplemental Information, Public Comments Received, etc...)

I concur:



Jason C Shallcross, AICP, CEcD  
Director of Community Development

**Exhibit A**  
**Standards and Findings of Fact**

**CONDITIONAL USE STANDARDS**

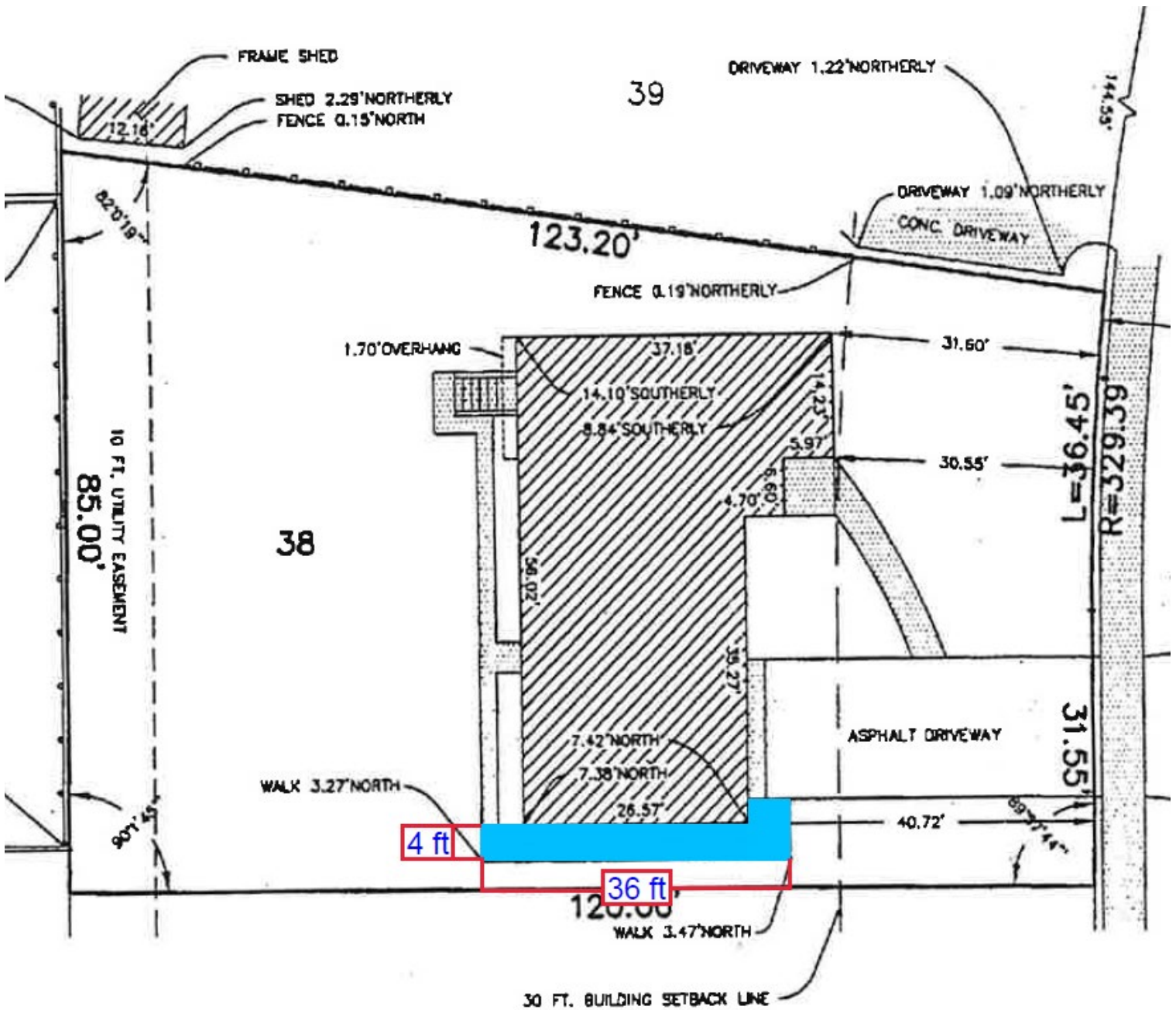
Section 14.203.F.8 of the Village of Mount Prospect Zoning Ordinance provides that a Conditional Use shall conform to the following requirements:

1. That the establishment, maintenance, or operation of the conditional use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare;
2. That the conditional use will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located;
3. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;
4. That adequate public utilities, access roads, drainage and/or necessary facilities have been or will be provided;
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;
6. That the proposed conditional use is not contrary to the objectives of the current comprehensive plan for the village; and
7. That the conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the planning and zoning commission.

Petitioner's Findings: The Petitioner states in their application the planned work will conform to the requirements stated above.

Staff's Findings: Staff has reviewed the Petitioner's request for conditional use approval to allow an increased encroachment for a walkway in the interior side yard and finds that the applicable standards have been met. There is no indication that the proposed request would endanger the public health, safety, morals, comfort, or general welfare or result in physical changes that would adversely impact surrounding property values, public utilities, drainage, or traffic circulation on public streets. Given that the conditional use shall, in all other respects, conforms to the applicable regulations of the district in which it is located, staff recommends approval of the requested conditional use.

Exhibit B  
Plat of Survey / Site Plan





Village of Mount Prospect  
 Community Development Department  
 50 S. Emerson Street  
 Mount Prospect, Illinois 60056  
 Phone: (847) 818-5328

## Zoning Request Application

### Official Use Only (To be completed by Village Staff)

Case Number: PZZ26-000013 (PZ-14-26) Date of Submission: 05/20/2026 Hearing Date: 6/25/2026  
 Project Name/Address: I would like to widen the walkway within the interior side yard from 3'to 4'. This will also prevent water from entering my garage.

### I. Subject Property

Address(es): 504 S Albert St  
 Zoning District(s): R1 Property Area (SqFt and/or Acreage): \_\_\_\_\_  
 Parcel Index (PIN(s)): 08-12-423-012-0000

### II. Zoning Request(s) (Check all that apply)

- Conditional Use: For Accessory Structure  
 Variation(s): To \_\_\_\_\_  
 Zoning Map Amendment: Rezone From \_\_\_\_\_ To \_\_\_\_\_  
 Zoning Text Amendment: Section(s) \_\_\_\_\_  
 Other: \_\_\_\_\_

### III. Summary of Proposal (use separate sheet if necessary)

We would like to widen the walkway within the interior (gangway) side yard from 3' to 4'. By doing this it will prevent rain / ice water from entering the garage. We would also like to install "pop up " drain several feet from the property to also prevent water to property drain.

### IV. Applicant (all correspondence will be sent to the applicant)

Name: Sam Frasco Corporation: \_\_\_\_\_  
 Address: 504 S Albert St  
 City, State, ZIP Code: mount prospect IL 60056  
 Phone: \_\_\_\_\_ Email: [REDACTED]  
 Interest in Property: \_\_\_\_\_

### V. Property Owner

Check if Same as Applicant  
 Name: Sam Frasco Corporation: \_\_\_\_\_  
 Address: 504 S Albert St  
 City, State, ZIP Code: Mount Prospect, IL 60056  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

In consideration of the information contained in this petition as well as all supporting documentation, it is requested that approval be given to this request. The applicant is the owner or authorized representative of the owner of the property. The petitioner and the owner of the property grant employees of the Village of Mount Prospect and their agent's permission to enter on the property during reasonable hours for visual inspection of the subject property.

I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

**Applicant:** Sam Frasco Date: 5/20/2026  
(Print or Type Name) Sam Frasco

If applicant is not property owner:

I hereby designate the applicant to act as my agent for the purpose of seeking the zoning request(s) described in this application and the associated supporting material.

**Property Owner:** \_\_\_\_\_ Date: \_\_\_\_\_  
(Print or Type Name) \_\_\_\_\_

**Affidavit of Ownership**

COUNTY OF COOK )  
STATE OF ILLINOIS )

I, SAMUEL FRASCO, under oath, state that I am  
(print name)

- the sole owner of the property
- an owner of the property
- an authorized officer for the owner of the property

commonly described as 504 S. ALBERT MT. PROSPECT, IL 60056  
(property address and PIN) PIN 08-12-423-012-0000

and that such property is owned by SAMUEL FRASCO as of this date.  
(print name)



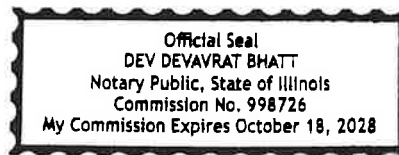
Signature

Subscribed and sworn to before

me this 20<sup>th</sup> day of  
MAY, 2026.



Notary Public



| Property Owner   |                          |
|--|--------------------------|
| <input checked="" type="checkbox"/> Check if Same as Applicant |                          |
| Name: <u>SAMUEL FRASCO</u>                                     | Corporation: _____       |
| Address: <u>504 S. ALBERT</u>                                  |                          |
| City, State, ZIP Code: <u>MT. PROSPECT, IL 60056</u>           |                          |
| Phone: <u>[REDACTED]</u>                                       | Email: <u>[REDACTED]</u> |

In consideration of the information contained in this petition as well as all supporting documentation, it is requested that approval be given to this request. The applicant is the owner or authorized representative of the owner of the property. The petitioner and the owner of the property grant employees of the Village of Mount Prospect and their agent's permission to enter on the property during reasonable hours for visual inspection of the subject property.

I hereby affirm that all information provided herein and in all materials submitted in association with this application are true and accurate to the best of my knowledge.

Applicant: *Sam Frasco* Date: 20 May 26  
 (Signature)

SAM FRASCO  
 (Print or Type Name)

If applicant is not property owner:

I hereby designate the applicant to act as my agent for the purpose of seeking the zoning request(s) described in this application and the associated supporting material.

Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Print or Type Name)

**TOTAL PAYMENT DUE**

**2025 First Installment Property Tax Bill - Cook County Electronic Bill**

**\$0.00**

By 06/01/26

Property Index Number (PIN) Volume Code Tax Year (Payable In) Township Classification  
 08-12-423-012-0000 049 16016 2025 (2026) Elk Grove 2-04

**IF PAYING LATE, PLEASE PAY** 06/02/26-07/01/26 07/02/26-08/01/26 08/02/26-09/01/26 **LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW**  
**\$0.00 \$0.00 \$0.00**

**TAXING DISTRICT DEBT AND FINANCIAL DATA**

| Your Taxing Districts                   | Money Owed by Your Taxing Districts | Pension and Healthcare Amounts Promised by Your Taxing Districts | Amount of Pension and Healthcare Shortage | % of Pension and Healthcare Costs Taxing Districts Can Pay |
|---|-------------------------------------|--|---|--|
| NORTHWEST MOSQUITO ABATEMENT DISTRICT   | \$362,063                           | \$9,328,682  | \$696,896                                 | 92.53%   |
| METRO WATER RECLAMATION DIST OF GR CHGO | \$3,248,879,000                     | \$3,303,258,000  | \$1,444,138,000                           | 56.28%   |
| MT PROSPECT PARK DISTRICT               | \$34,898,393                        | \$37,295,507   | \$2,280,399                               | 93.89%   |
| ARLINGTON HTS TWNSHP H S 214            | \$88,467,507                        | \$302,199,024  | \$0                                       | 100.91%  |
| SCHOOL DISTRICT 57                      | \$34,439,368                        | \$32,331,582   | \$11,520,617                              | 64.37%   |
| VILLAGE OF MT PROSPECT                  | \$160,211,518                       | \$405,111,078  | \$129,548,371                             | 68.02%   |
| TOWN ELK GROVE                          | \$70,673                            | \$7,617,011  | \$398,884                                 | 94.76%   |
| FOREST PRESERVE DISTRICT OF COOK COUNTY | \$214,441,242                       | \$617,834,550  | \$382,643,760                             | 38.07%   |
| COUNTY OF COOK                          | \$14,499,553,496                    | \$21,406,518,462   | \$8,452,341,655                           | 60.52%   |
| <b>TOTALS:</b>                          | <b>\$18,587,627,648</b>             | <b>\$26,152,521,149</b>  | <b>\$10,451,845,794</b>                   |  |

For a more in-depth look at government finances and how they affect your taxes, visit [cookcountytreasurer.com](http://cookcountytreasurer.com)

**PAY YOUR TAXES ONLINE**

Pay at [cookcountytreasurer.com](http://cookcountytreasurer.com) from your bank account or credit card.

**IMPORTANT MESSAGES**

**TAX CALCULATOR**

2024 TOTAL TAX 11,899.38

2025 ESTIMATE X 55%

2025 1st INSTALLMENT = 6,544.67

The First Installment amount is 55% of last year's total taxes. All exemptions, such as homeowner and senior exemptions, will be reflected on your Second Installment tax bill.

**PROPERTY LOCATION**

504 S ALBERT ST  
MOUNT PROSPECT IL 60056

**MAILING ADDRESS**

SAMUEL FRASCO  
504 S ALBERT ST  
MT PROSPECT IL 60056-4356

\*\*\* Please see 2025 First Installment Payment Coupon next page \*\*\*

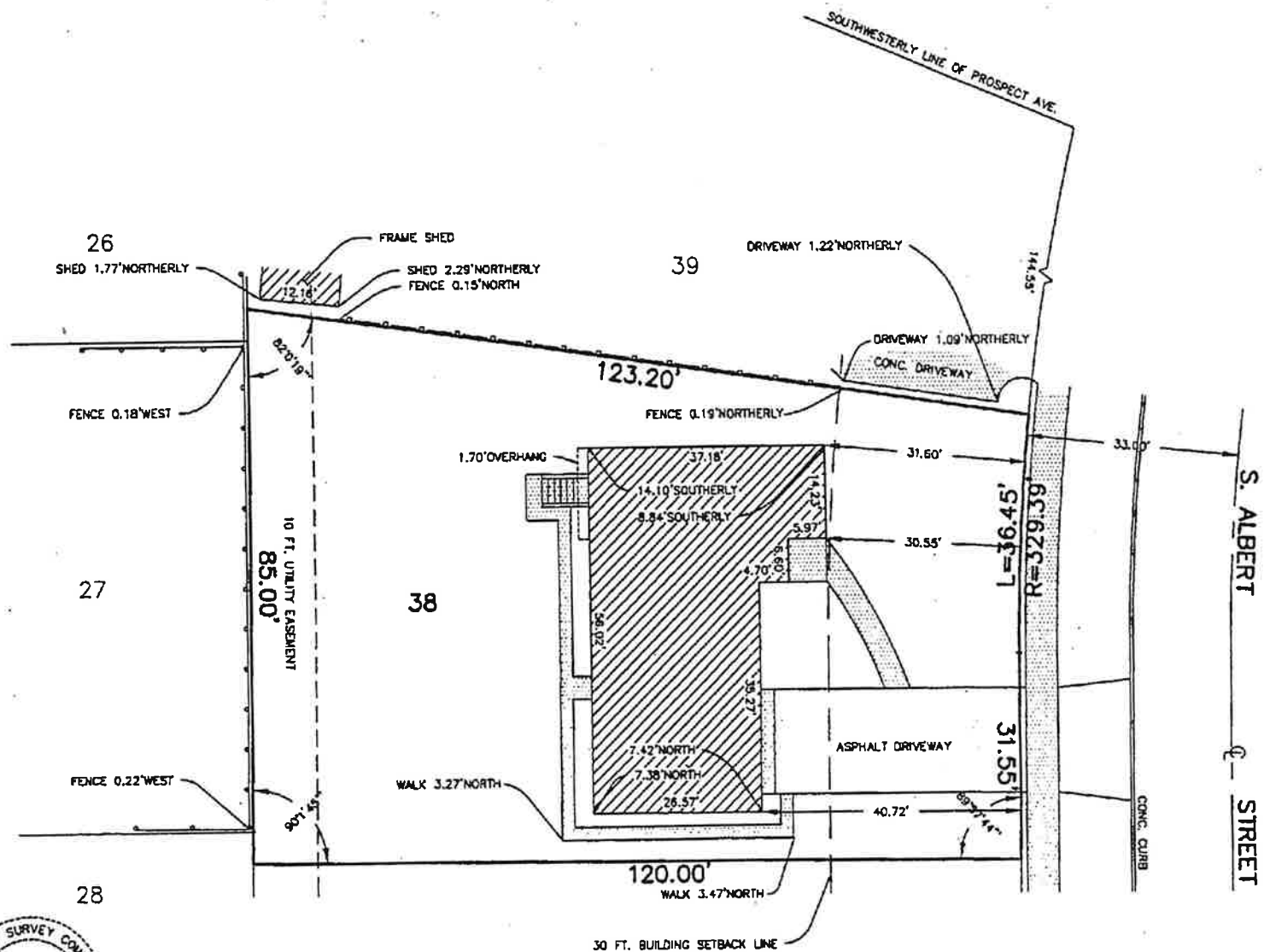


## This document is for Conditional Use for 504 S Albert, Mt. Prospect

- This planned work will not endanger public health, safety, morals or general welfare.
- This work will not in any way diminish or impair property values within the neighborhood in which it's located.
- This will not impede the normal and orderly development and improvement of any surrounding properties.
- This work will meet all requirements.
- This work will not obstruct any traffic confections or ingress ant public streets.
- This improvement will not have any contrary objectives of the current Comprehensive Plan for the village.
- These improvements will respect all the recommendations of the Planning and Zoning Commission.

# PLAT OF SURVEY OF

LOT 38 IN SURETY'S BONNIE PARK, A SUBDIVISION OF LOT 2 IN OEHLERKING'S DIVISION OF PART OF SECTION 12, TOWNSHIP 41 NORTH, RANGE 11, EAST OF THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF MOUNT PROSPECT, ACCORDING TO THE PLAT THEREOF REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS, ON MAY 11, 1956, AS DOCUMENT NO. 1669522.



© 2003 LIBERTY SURVEY COMPANY, ALL RIGHTS RESERVED.

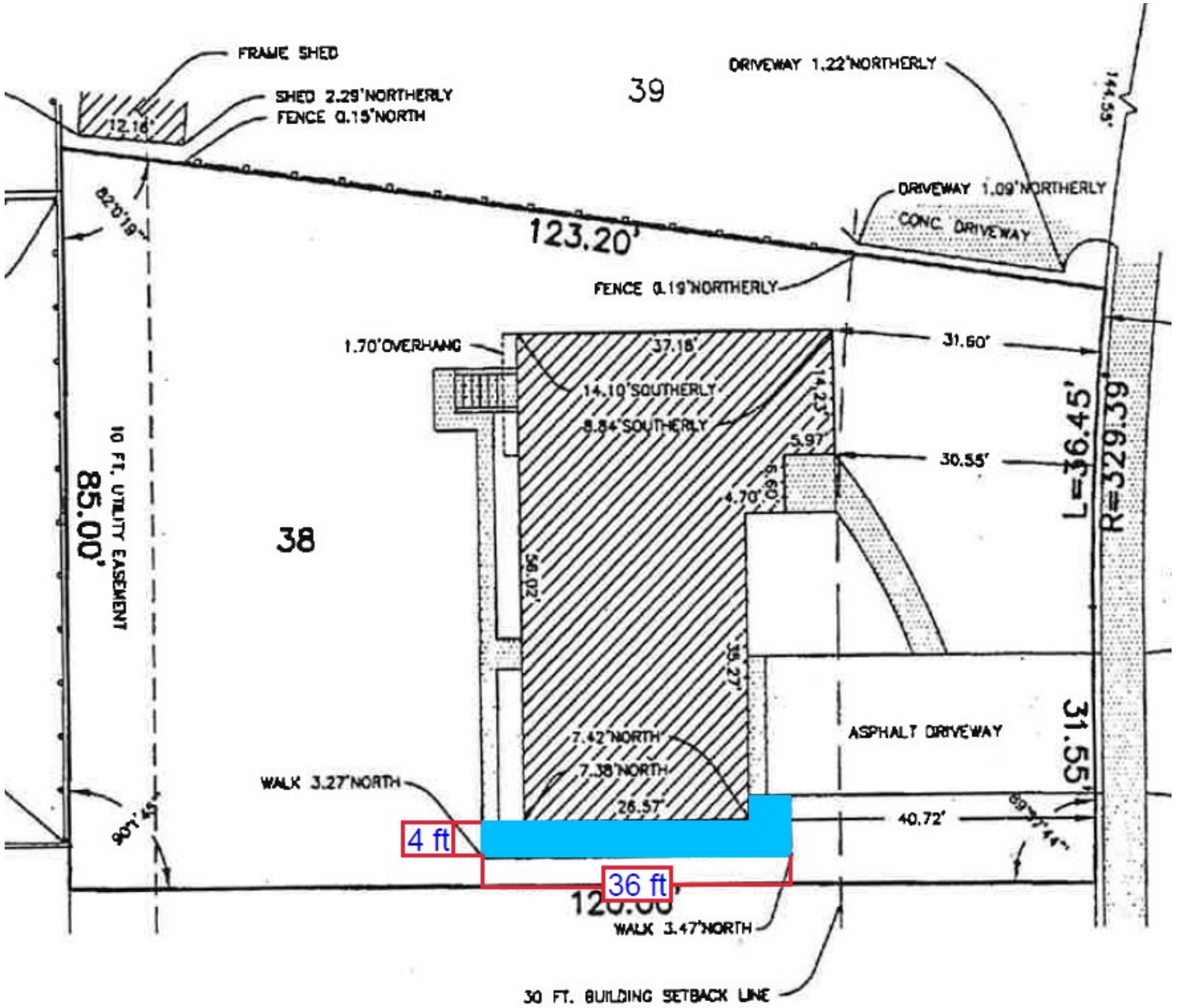


RENEWS ON 11/30/2004

Legal Description For 504 S Albert St

LOT 38 IN SURETY'S BONNIE PARK, A SUBDIVISION OF LOT 2 IN OEHLERKING'S DIVISION OF PART OF SECTION 12, TOWNSHIP 41 NORTH, RANGE 11, EAST OF THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF MOUNT PROSPECT, ACCORDING TO THE PLAT THEREOF REGISTERED IN THE OFFICE OF THE REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS.

Plat of Survey / Site Plan





# De La Torre Concrete

TEL: (847) 293-6284 E-MAIL: dltconcrete@gmail.com

## Proposal

We here by propose to furnish labor and supply materials necessary for the completion of concrete work for:

Sam Frasco  
504 S. Albert St  
Mount Prospect, IL 60056  
E-mail: [REDACTED]  
[REDACTED]

**We propose to do all the necessary excavation and haul away all debris, set grade and form, install 4" stone base, pour 4" of 6 bags 4000 psi concrete mix, install control joints and expansion joints where needed with 6x6 wire mesh #10 to the following:**

- **Driveway 41' x 19'**
- **Sidewalk 32' long x 4'wide**

Total cost for specified work will be **\$10,250** dollars. A 50% deposit will be required to start the work. The remaining will be due at the completion of work.

DLT Concrete LLC DBA De La Torre Concrete will not be held responsible for cracks, scaling or popping of concrete surfaces due to weathering or settlement.

### UPON ACCEPTANCE, PLEASE SIGN AND RETURN ONE COPY TO US

|                    |                          |  |                         |
|--------------------|--------------------------|--|-------------------------|
|                    |                          |  |                         |
| Customer-Signature | <u>10 APR 26</u><br>Date | <u>Alejandro De La Torre</u><br>Contractor-Signature | <u>04/10/26</u><br>Date |

We sincerely appreciate the opportunity of doing business with you on your project. Thank you!

Sincerely,

Alejandro De La Torre  
De la Torre Concrete



## Item Cover Page

|                     |  |
|---------------------|--|
| <b>Subject</b>      | <b>CDBG Program Year 2026 Action Plan</b>  |
| Meeting             | June 25, 2026 - REGULAR MEETING OF THE MOUNT PROSPECT PLANNING AND ZONING COMMISSION |
| Fiscal Impact (Y/N) | Y  |
| Dollar Amount       | \$396,561  |
| Budget Source       | CDBG   |
| Category            | NEW BUSINESS   |
| Type                | Action Item  |

**Information**

The Community Development Department has drafted the Community Development Block Grant (CDBG) Program Year (PY) 2026 Action Plan, which will include CDBG funding allocations for a number of social service and non-profit organizations. The Planning and Zoning Commission has the responsibility to review requests for CDBG funding from non-Village agencies and to make recommendations with respect to such requests. To assist the Commission in the review of the PY 2026 CDBG applications, staff has provided the following documents:

- Attachment 1: Draft PY 2026 CDBG Action Plan
- Attachment 2: Proposed PY 2026 CDBG Budget
- Attachment 3: Table of PY 2026 CDBG Funding Requests
- Attachment 4: PY 2026 CDBG Applications

**Discussion**

**2026 Action Plan**

The draft PY2026 Action Plan (Attachment 1) outlines the specific use of CDBG funds for the time period of October 1, 2026 to September 30, 2027. The proposed CDBG Budget for PY2026 is shown on Attachment 2 and summarized below. Funding sources consist of the annual entitlement grant, program income, and carry-over funds.

| <b>Priority Needs</b> | <b>PY2026</b>    |
|-----------------------|------------------|
| Homeless Services     | \$33,500         |
| Public Services       | \$25,980         |
| Affordable Housing    | \$117,081        |
| Community Facilities  | \$25,000         |
| Public Infrastructure | \$195,000        |
| <b>TOTAL</b>          | <b>\$396,561</b> |

Staff is requesting the Planning and Zoning Commission review the draft 2026 Action Plan and recommend approval of the PY2026 CDBG proposed budget as shown in Attachment 2.

**Alternatives**

1. Approve staff recommendation of the proposed funding amounts as shown in Attachment 2.
2. Action at the discretion of the Planning & Zoning Commission.

**Staff Recommendation**

Approval of the PY2026 CDBG proposed budget as shown in Attachment 2.

**Attachments**

1. PY2026 Memo to P&Z\_06.18.26
2. Attachment 1\_A0 PY2026 AAP Mount Prospect Draft 06.10.26
3. Attachment 2\_PY2026 CDBG Budget\_06.01.26
4. Attachment 3\_PY2026 CDBG Funding Requests\_06.01.26
5. Attachment 4\_PY2026 Subrecipient Applications

# Village of Mount Prospect

## Community Development Department



### MEMORANDUM

**TO:** MOUNT PROSPECT PLANNING & ZONING COMMISSION  
JOSEPH DONNELLY, CHAIRPERSON

**FROM:** JASON C SHALLCROSS, DIRECTOR OF COMMUNITY DEVELOPMENT  
ANTONIA LALAGOS, DEVELOPMENT PLANNER

**DATE:** JUNE 18, 2026

**HEARING DATE:** JUNE 25, 2026

**SUBJECT:** CDBG PROGRAM YEAR 2026 ACTION PLAN AND FUNDING REQUESTS

#### **INTRODUCTION**

The Community Development Department has drafted the Community Development Block Grant (CDBG) Program Year (PY) 2026 Action Plan, which will include CDBG funding allocations for a number of social service and non-profit organizations. These organizations were extended an invitation to attend the June 25, 2026 public hearing to answer questions from the Commission and general public regarding their applications for CDBG funds.

The Planning and Zoning Commission has the responsibility to review requests for CDBG funding from non-Village agencies and to make recommendations with respect to such requests. To assist the Commission in the review of the PY 2026 CDBG applications, staff has provided the following documents:

- Attachment 1: Draft PY 2026 CDBG Action Plan
- Attachment 2: Proposed PY 2026 CDBG Budget
- Attachment 3: Table of PY 2026 CDBG Funding Requests
- Attachment 4: PY 2026 CDBG Applications

#### **CDBG BACKGROUND**

Mount Prospect is classified as an entitlement community and receives an annual allocation of Community Development Block Grant (CDBG) funding from the US Department of Housing and Urban Development (HUD). HUD requires each entitlement community to develop a Five-Year Consolidated Plan with effective, coordinated neighborhood and community development strategies. The 2025-2029 Consolidated Planning document will guide CDBG planning from October 1, 2025 through September 30, 2030. The priority needs identified in the plan are Public Services, Homeless Services, Affordable Housing, Community Facilities, and Public Infrastructure.

The Annual Action Plan (AAP) includes the projects and funding allocations for each program year (PY). It is a list of programs, projects, or activities that are in line with the approved Five-Year Consolidated Plan. The 2026 Action Plan covers the period from October 1, 2026 through September 30, 2027.

CDBG funds may only be used for eligible activities that address at least one of three national objectives: 1) benefit to low- and moderate-income (LMI) persons; 2) aid in the prevention or elimination of slum or blight; or 3) meet a need having a particular urgency. As a CDBG grantee, the Village must ensure that Mount Prospect residents, specifically those qualifying as low- or moderate-income, are benefiting from the grant.

**PROGRAM YEAR 2026 ACTION PLAN**

The draft PY2026 Action Plan (**Attachment 1**) outlines the specific use of CDBG funds for the time period of October 1, 2026 to September 30, 2027. The proposed CDBG Budget for PY2026 is shown on **Attachment 2** and summarized below. Funding sources consist of the annual entitlement grant, program income, and carry-over funds. Program income is generated from the repayment of loans issued by the Single Family Rehabilitation Loan Program.

**Proposed CDBG Budget for PY2026**

| <b>Priority Needs</b> | <b>PY2026</b>    |
|-----------------------|------------------|
| Homeless Services     | \$33,500         |
| Public Services       | \$25,980         |
| Affordable Housing    | \$117,081        |
| Community Facilities  | \$25,000         |
| Public Infrastructure | \$195,000        |
| <b>TOTAL</b>          | <b>\$396,561</b> |

The amount of funding that can be allocated to public service / homeless service activities is limited to 15% of the annual CDBG allocation (\$308,045 for PY2026) plus 15% of the previous year’s program income (\$88,516 for PY2025). Therefore, the maximum amount available for public service programs is \$59,484, approximately 91% of the total amount requested by public services applicants. The amount of funding that can be allocated to other non-public service activities varies depending on the type of project.

**PY2026 CDBG APPLICATION EVALUATION**

The Village received nine subrecipient applications. All funded activities must meet the following HUD requirements:

1. The activity must be included within the listing of CDBG eligible activities;
2. The activity must meet at least one of the national objectives of the CDBG program;
3. 70% of CDBG expenditures must be for activities that will benefit low- and moderate-income persons;
4. The costs of the activity must appear to be necessary and reasonable;
5. The applicant agency has demonstrated satisfactory current and/or past performance;
6. The activity must address a priority identified in the Village’s CDBG 2025-2029 Consolidated Plan.

Staff utilizes additional criteria to evaluate the subrecipient applications in addition to the above HUD requirements.

7. Does the administrative capacity of the agency allow for efficient use of funds and compliance with monitoring responsibilities?
8. Does the activity overlap with services provided by other public agencies or government?

9. 'But for' this funding, would the agency be able to provide this activity to Mount Prospect residents?
10. Does the activity fill a gap in services where community needs are not being met?

The CDBG application comparison and staff recommendations are included as **Attachment 3**.

### **PY2026 ACTION PLAN TIMELINE**

The draft 2026 Action Plan is available for a 30-day public review period, from June 10 through July 10, 2026. The draft Consolidated Plan is posted on the Village website and is available for review in hard copy at Village Hall (50 S Emerson St) and at the Community Connections Center (1711 W Algonquin Rd). Any comments received during this period will be included in the final document.

The draft 2026 Action Plan will be presented at the Mount Prospect Planning and Zoning Commission meeting on June 25, 2026 at 7:00 pm. The final plan is anticipated to go before the Village Board on July 21, 2026 for approval through resolution. Upon Board approval, Staff will coordinate with the Cook County HOME Consortium to submit the 2026 Action Plan to HUD before the August 15<sup>th</sup> deadline.

### **CONCLUSION**

Staff is requesting the Planning and Zoning Commission review the PY 2026 CDBG applications submitted from non-Village agencies and recommend approval of the PY 2026 CDBG proposed budget as shown on **Attachment 2**.

I concur:



Jason C Shallcross, AICP  
Director of Community Development

**Village of Mount Prospect, Illinois  
Community Development Block Grant  
Program  
2026 Annual Action Plan**



Prepared by:  
Community Development Department  
50 S Emerson St  
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## **Executive Summary**

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

#### **1. Introduction**

Mount Prospect is classified as an entitlement community and receives an annual allocation of Community Development Block Grant (CDBG) funding from the US Department of Housing and Urban Development (HUD). HUD requires each entitlement community to develop a Five-Year Consolidated Plan with effective, coordinated neighborhood and community development strategies. The public participation process establishes the priorities for the next five years with benchmarks to measure accomplishments. The process is an opportunity to involve numerous agencies and to reduce the duplication of efforts at the local level by assessing existing services.

In 2013, the Village Board approved a resolution authorizing the Village of Mount Prospect's participation in Cook County's HOME Investment Partnerships Program Consortium ("the Consortium"). By joining the Consortium, the Village's allocation of HOME funds is combined with Cook County's allocation and the Village submits applications to the county rather than the state for eligible projects in the community. The advantages are twofold: the Village has a greater chance of being funded because it is competing with a smaller group of communities for HOME funds and its annual allocation is used locally (in Cook County versus statewide) if funds are not allocated for a Village project.

As a member of Cook County's HOME Consortium, the Village of Mount Prospect, along with the Consortium members, submitted their 2025-2029 Consolidated Plan as a joint and coordinated document. Although a member of the Consortium, the Village will continue to receive a direct allocation of CDBG entitlement funds from HUD and strategies developed for the use of CDBG funding are specific to the Village of Mount Prospect.

The Village's 2025-2029 Consolidated Plan identified priorities through the needs assessment and public participation process. Numerous agencies were involved to assess existing services and reduce the duplication of effort at the local level. The priority needs identified were:

- Public Services
- Homeless Services
- Affordable Housing
- Community Facilities
- Public Infrastructure

Each year the Village drafts an Annual Action Plan (AAP) which proposes activities and programs to address the priority needs and goals for the upcoming program year. The Program Year (PY) 2026 AAP outlines the specific use of CDBG funds for the period October 1, 2026 through September 30, 2027. CDBG funds may only be used for eligible activities that address at least one of three national objectives: 1) benefit to low- and moderate-income (LMI) persons; 2) aid in the prevention or elimination of slum or blight; or 3) meet a need having a particular urgency. As a CDBG grantee, the Village must ensure that Mount Prospect residents, specifically those qualifying as low- or moderate-income, are benefiting from the grant.

Funding sources for PY2026 consist of the annual entitlement grant and estimated carry-over funds. The total anticipated amount available for projects in PY2026 is \$283,285, comprised of the Village's PY2026 allocation of \$268,066, and estimated program income of \$15,219 from PY2025. Program income is generated from the repayment of loans issued by the Single Family Rehabilitation (SFR) Loan program. The loans are repaid when a borrower that participated in the SFR program chooses to sell their home, and the Village has no method of predicting when or if any sales will occur in a given year.

The Village will address these same goals through our participation in regional efforts, including the Cook County Consortium for HOME funds. The Village of Mount Prospect also works to align the AAP and Consolidated Plan with other long-range plans for the Village, including the Comprehensive Plan, the South Mount Prospect Area Plan, and the Village Strategic Plan.

## **2. Summarize the objectives and outcomes identified in the Plan**

The Village of Mount Prospect identified the following priority needs through the Consolidated Plan needs assessment and public participation:

- Public Services
- Homeless Services
- Affordable Housing
- Community Facilities
- Public Infrastructure

Mount Prospect's entitlement grant is limited; thus, not all programs and needs will be financed with CDBG funding. In the Consolidated Plan, the Village of Mount Prospect describes programs that do not receive funding to ensure that the priorities of the community are met through a variety of resources. The purpose of the Consolidated Plan is to ensure the efficient delivery and non-duplication of services.

The community needs are listed by HUD codes and categories. Priorities are assigned as follows:

- High - Currently funded (with CDBG funds)
- Low - Reliant upon outside support and resources

## **3. Evaluation of past performance**

The Village of Mount Prospect has been a recipient of Community Development Block Grant (CDBG) funds since 1981. Funds are used for activities that benefit our low- and moderate-income residents. CDBG public service programs address high priority needs such as homelessness prevention and programs for specific populations such as children and the elderly. Housing is made more affordable through our Single Family Rehabilitation Program which provides zero-interest financing for critical home repairs. The Village has funded rehabilitation of public facilities that serve low- and moderate-income residents and public infrastructure improvements have been completed within our low- and moderate-income census blocks.

Each activity funded through the Village's CDBG program is tied to at least one goal in the Consolidated Plan and is assigned an objective, outcome, and indicators. The three objectives are:

creating a suitable living environment; providing decent housing; and creating economic opportunities. The three outcome categories are: availability/ accessibility, affordability, and sustainability. Accomplishments for all programs are reported in the Integrated Disbursement and Information System (IDIS).

At the end of each program year, the Village submits a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. The CAPER is posted on the Village website and showcases the accomplishments of the program year as well as the progress towards meeting the goals identified in the Five-Year Consolidated Plan. The most recent CAPER available provides outcomes for PY 2024 (October 1, 2024 – September 30, 2025).

#### **4. Summary of Citizen Participation Process and consultation process**

The 2025-2029 Consolidated Plan was developed with input from the public. An online survey was posted to the Village website and publicized to local and regional service providers, community stakeholders, Village staff, and residents for their feedback. The Consolidated Plan was presented at a Planning and Zoning Commission meeting and at a Village Board meeting in summer 2025. The meetings were televised on the Village’s cable station and live-streamed via the Village website. The recordings of the meetings were posted to the Village website for later viewing. The document was available for a 30-day public review period to allow citizens the opportunity to comment. More detailed information may be found in the Process section of the Consolidated Plan.

Funding applications for PY2026 activities were made available in April 2026. A 30-day public review period for the PY2026 Action Plan will take place from June 10 through July 10, 2026. The draft plan is available on the Village website and hard copies are available at Village Hall. The Village will hold a Planning and Zoning Commission Meeting on June 25, 2026 to discuss the proposed CDBG budget for PY2026. The Action Plan will go to the Village Board for a second public hearing on July 21, 2026. The meetings will be televised on the Village’s cable station and the recordings will be posted to the Village website for later viewing.

#### **5. Summary of public comments**

The 2025-2029 Consolidated Plan attachments contain the online community survey results, and minutes of the Planning and Zoning meeting and the Village Board meeting held in the summer of 2025.

The PY2026 Annual Action Plan attachments will contain the minutes of the Planning and Zoning Commission meeting to be held June 25, 2026 and the Village Board meeting to be held July 21, 2026.

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

N/A

#### **7. Summary**

The Village has granted CDBG funds during PY2026 for the following priority needs:

- Public Services
- Homeless Services
- Affordable Housing
- Community Facilities
- Public Infrastructure

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

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

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

| <b>Agency Role</b> | <b>Name</b>    | <b>Department/Agency</b>         |
|--------------------|----------------|----------------------------------|
| CDBG Administrator | Mount Prospect | Community Development Department |

**Table 1 – Responsible Agencies**

**Narrative**

The lead agency and CDBG Administrator is the Village of Mount Prospect.

**Consolidated Plan Public Contact Information**

Village of Mount Prospect  
Community Development Department  
50 South Emerson Street  
Mount Prospect, IL 60056  
847-818-5328

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

### **1. Introduction**

The Village recognizes that communication and cooperation among housing providers, community organizations, social service organizations, and governmental units is highly desirable and essential to a coordinated system of service delivery.

Refer to PR-10 in the Village's 2025-2029 Consolidated Plan for a summary of consultation efforts for developing our five-year strategic 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(l)).**

The Village of Mount Prospect maintains ongoing coordination between public and assisted housing providers. There is no public housing within the Village of Mount Prospect; however, the Village works with the Housing Authority of Cook County (HACC) to encourage participation in the Housing Choice Voucher (HCV) Program.

Six privately owned, federally subsidized housing developments are located in Mount Prospect: Mount Prospect Horizon Senior Living Community, Centennial Apartments, Huntington Towers, Myers Place, The Kenzie Senior Residences at Randhurst, and Prospect Senior Lofts (newly opened in 2025). These facilities serve seniors and adults with disabilities. The Village continues to work with private developers and surrounding communities to share ideas and solutions to address the affordable housing issues in the northwest suburbs.

Within the Community Development Department, the Economic Development and Planning & Zoning Division works with local public service providers to address the priorities established in the Consolidated Plan and has regular contact with providers that receive CDBG funding. The Building & Inspection Services Division is responsible for improving the quality of life for Mount Prospect residents through multi-family housing inspections, environmental health programs, and code enforcement.

The Human Services Department provides health services such as health screening, outreach, health education, the Life Line Program, the Home Companion Program, and the Medical Equipment Lending Closet. Social service activities are coordinated through the Village's Human Services Department in conjunction with the Community Development Department and the Police Department. The Human Services Department works with several agencies, both locally and statewide, to assist clients in need. The department does not have the capacity to provide direct service to individuals with severe mental illness; these clients are referred to Alexian Brothers and the Kenneth Young Center for specific mental health 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.**

The Alliance to End Homelessness in Suburban Cook County ("the Alliance") is the Continuum of Care Coordinator for Suburban Cook County. For the 2025-2029 Consolidated Plan, the Village

referred to the Alliance’s most recent strategic plan (2019-2022 Strategic Plan to End Homelessness in Suburban Cook County) as well as homelessness data that pertain to Mount Prospect. The Alliance Homelessness Response System is divided into three buckets: 1) Eviction prevention and homelessness diversion; 2) Emergency shelter and crisis housing; and 3) Safe and stable housing placement. The Village of Mount Prospect continues to work with the Alliance to address all components of the CoC Program, including access to affordable housing, prevention of homelessness, community outreach, and transitional housing.

The Village of Mount Prospect supports existing programs and services designed to prevent first-time or recurring homelessness, such as rent and mortgage assistance, utility assistance, mediation programs for landlord-tenant disputes, and communicating landlord-tenant rights and responsibilities. Community outreach is meant to inform the public about services to help avoid homelessness or shorten the length of time a person is homeless. The Village of Mount Prospect publicizes information relating to homelessness and homelessness prevention through the Human Services Department located in Village Hall, the Community Connections Center located at 1711 West Algonquin Road, and through a strong referral network of social service agencies.

The Village places a high priority on providing basic shelter to households experiencing homelessness or those at risk of becoming homeless, including those receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs. To address this need, the Village has funded local agencies providing emergency housing and housing counseling services, including Northwest Compass, Journeys – The Road Home, and Women in Need Growing Stronger (WINGS). The Northwest Compass Program is open to anyone experiencing a housing crisis, including extremely low-income individuals and families, and those who are likely to become homeless after being discharged from publicly funded institutions and systems of care.

Transitional housing is meant to bridge the gap between emergency shelter and permanent housing. Transitional housing programs offer assistance to individuals or families to help stabilize their housing costs and identify housing affordable for their budget. The Village is committed to providing transitional housing programs for any residents that are at risk of becoming homeless, including battered or abused persons, and supports local agencies that offer these programs, including Northwest Compass, Journeys – The Road Home, and WINGS.

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

The Village of Mount Prospect does not directly receive Emergency Solutions Grant (ESG) funds. Cook County receives ESG funding and serves Suburban Cook County where Mount Prospect is located. The Alliance is the CoC Coordinator responsible for administrating the Homeless Management Information System (HMIS) in our area and works directly with Cook County regarding the allocation of ESG funds.

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

|          |   |  |
|----------|---|--|
| <b>1</b> | <b>Agency/Group/Organization</b>  | <b>Village of Mount Prospect</b>   |
|          | Agency/Group/Organization Type  | Other government – Local   |
|          | What section of the Plan was addressed by Consultation?   | Housing Need Assessment<br>Homelessness Strategy<br>Non-Homeless Special Needs<br>Market Analysis<br>Non-housing Community Development Strategy<br>Anti-poverty Strategy   |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Community Development Department consulted with other Village Departments including Human Services, Finance, and Public Works. Public Works was consulted regarding hazard mitigation. The anticipated outcome is a Consolidated Plan and goals supported by all departments and in alignment with other Village planning and investment efforts.  |
| <b>2</b> | <b>Agency/Group/Organization</b>  | <b>Journeys   The Road Home</b>  |
|          | Agency/Group/Organization Type  | Housing<br>Services-Housing<br>Services-Homeless   |
|          | What section of the Plan was addressed by Consultation?   | Housing Need Assessment<br>Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy<br>Anti-poverty Strategy   |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Journeys   The Road Home provides a wide variety of homeless and homeless prevention programs. The agency operates an emergency shelter program (PADS), the HOPE Center (homeless day center), and transitional housing units. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community. |

|          |   |   |
|----------|---|---|
| <b>3</b> | <b>Agency/Group/Organization</b>  | <b>Northwest Compass, Inc.</b>  |
|          | Agency/Group/Organization Type  | Services-Housing<br>Services-Children<br>Services-Elderly Persons<br>Services-Persons with Disabilities<br>Services-Persons with HIV/AIDS<br>Services-Victims of Domestic Violence<br>Services-homeless<br>Services-Health<br>Services-Education<br>Services-Employment<br>Service-Fair Housing   |
|          | What section of the Plan was addressed by Consultation?   | Homeless Needs - Chronically homeless<br>Homeless Needs - Families with children<br>Homelessness Needs - Veterans<br>Homelessness Needs - Unaccompanied youth<br>Homelessness Strategy  |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Northwest Compass provides housing assistance to low and moderate income persons. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community.                           |
| <b>4</b> | <b>Agency/Group/Organization</b>  | <b>WINGS</b>  |
|          | Agency/Group/Organization Type  | Services-Housing<br>Services-Children<br>Services-Victims of Domestic Violence<br>Services-Homeless<br>Services-Education<br>Services-Employment<br>Services-Victims  |
|          | What section of the Plan was addressed by Consultation?   | Homeless Needs - Families with children<br>Homelessness Strategy  |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | WINGS provides a wide variety of supportive services and emergency housing to victims of domestic violence. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community. |
| <b>5</b> | <b>Agency/Group/Organization</b>  | <b>Children's Advocacy Center</b>   |
|          | Agency/Group/Organization Type  | Services-Children<br>Services-Victims of Domestic Violence<br>Services-Victims  |

|          |   |  |
|----------|---|--|
|          | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs   |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The Children’s Advocacy Center provides direct client services for child victims of sexual assault, severe physical abuse, witnesses to domestic violence, and their families. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community. |
| <b>6</b> | <b>Agency/Group/Organization</b>  | <b>Connections to Care</b>   |
|          | Agency/Group/Organization Type  | Services-Elderly Persons   |
|          | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs   |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Connections to Care volunteers provide one-on-one transportation for frail elderly residents to and from medical and dental appointments. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community.                                      |
| <b>7</b> | <b>Agency/Group/Organization</b>  | <b>Northwest Center Against Sexual Assault (NW CASA)</b>   |
|          | Agency/Group/Organization Type  | Services-Victims of Domestic Violence<br>Services-Victims  |
|          | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs   |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Northwest CASA is a non-profit organization that provides counseling, crisis intervention, and advocacy services for persons who are victims of sexual assault. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community.                |
| <b>8</b> | <b>Agency/Group/Organization</b>  | <b>Suburban Primary Health Care Council (SPHCC) - Access to Care</b>   |
|          | Agency/Group/Organization Type  | Services-Health  |
|          | What section of the Plan was addressed by Consultation?   | Non-Homeless Special Needs   |

|          |   |  |
|----------|---|--|
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | SPHCC provides subsidized health care for qualifying persons who are uninsured or are under insured. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community.   |
| <b>9</b> | <b>Agency/Group/Organization</b>  | <b>Search Inc.</b>   |
|          | Agency/Group/Organization Type  | Housing Services-Persons with Disabilities   |
|          | What section of the Plan was addressed by Consultation?   | Housing Need Assessment  |
|          | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | Search operates community-based living arrangements and provides support services to individuals with intellectual and development disabilities. The agency submitted an application for funding, which describes their organization and services, and was invited to a public hearing to discuss what impact their services provide in our community. The anticipated outcome is better understanding of how this organization can address the identified needs in our community. |

**Table 2 – Agencies, groups, organizations who participated**

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

N/A

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

| <b>Name of Plan</b>               | <b>Lead Organization</b>  | <b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>  |
|-----------------------------------|---------------------------|--|
| 2025 Mount Prospect Transit Study | Village of Mount Prospect | The Transit Study identified gaps and barriers to accessing transit, with a focus on the needs of older adults and transit-reliant households. Lack of transportation is often cited by low and moderate income populations as a barrier to accessing critical services, and transportation was cited as a high priority in the CDBG survey. The recommendations from the Transit Study report may be addressed with CDBG funds in the future. |

| Name of Plan                                       | Lead Organization         | How do the goals of your Strategic Plan overlap with the goals of each plan?   |
|--|---------------------------|--|
| 2025 Mount Prospect Community Needs Assessment     | Village of Mount Prospect | To ensure the Village Community Connections Center (CCC) continues to meet the evolving needs of residents, the Village retained a consultant to conduct a needs assessment as part of a process to evaluate the potential for expansion. The assessment identified consistent barriers to accessing services and amenities, such as transportation, cost, childcare, and digital literacy. The key findings and recommendations from the CCC Needs Assessment are integrated into the Consolidated Plan Needs Assessment.   |
| 2023 Aging in Community Action Plan                | Village of Mount Prospect | The mission of the Aging in Community Initiative is to strengthen community infrastructure and systems that enhance the lives of older adults. The Village convened a Task Force composed of community partners and residents with expertise and interest in age-friendly policy and programming to develop a three-year Action Plan. The Action Plan lays out concrete goals and objectives that will enhance age-friendly features of the community and advance Mount Prospect as an accessible, inclusive community where older adults thrive and have the tools to navigate the aging process. The Action Plan goals align with the CDBG Strategic Plan goals to address the needs of elderly persons. |
| Village of Mount Prospect 2025-2026 Strategic Plan | Village of Mount Prospect | Each year since 2015, Village staff and Village Board have worked together to complete a Strategic Plan. Short and long-term goals are identified and help ensure the board, staff, and public are each working toward consistent and measurable goals. The Strategic Plan communicates the priorities of Village leadership and a long-term vision for the community.   |

| Name of Plan   | Lead Organization   | How do the goals of your Strategic Plan overlap with the goals of each plan?  |
|--|---|---|
| Village of Mount Prospect Comprehensive Plan                         | Village of Mount Prospect   | The Comprehensive Plan guides planning and development policy for the Village. It is general in nature and serves as an "umbrella plan" to the sub-area and strategic plans which have greater detail on specific areas of the Village. The goals and objectives of the sub-area and strategic plans are drafted in compliance with the Comprehensive Plan but remain standalone documents. A new Comprehensive Plan is under development and expected to be adopted in Fall 2026. Existing sub-area plans include: South Mount Prospect Sub-Area Plan (2020); Downtown Implementation Plan (2013); Bicycle Plan (2012); Northwest Highway Corridor Plan (2011); and Public Transportation System Plan (2009). The Capital Improvement Plan and the Five-Year Consolidated Plan allocate resources necessary to implement the strategies of the Village's Comprehensive Plan. |
| Community Investment Program (CIP)                                   | Village of Mount Prospect   | The CIP is prepared annually by the Finance Department and Village Manager's Office with the help of each Village department. The CIP outlines the next five years of capital expenditures and projects and gives a clear, comprehensive view of the Village's long-term capital needs. The goals in the CDBG Strategic Plan are aligned with the goals in the CIP. By contributing CDBG funds to eligible public improvement projects, the Village is able to leverage the Public Works budget and redirect funds to other necessary projects.   |
| 2019-2022 Strategic Plan to End Homelessness in Suburban Cook County | Alliance to End Homelessness in Suburban Cook County (The Alliance) | The data in this strategic planning document regarding homeless needs, shelter facilities, and services informed the goals of the CDBG Strategic Plan.  |
| ON TO 2050   | Chicago Metropolitan Agency for Planning (CMAP)                     | The goals of the CDBG Strategic Plan are consistent with the ON TO 2050 Comprehensive Plan for the Chicago Metropolitan Area, including reinvestment for vibrant communities; collaboration at all levels of government; and a transportation system that works better for everyone. "The Century Plan" is currently under development and will prioritize what the region will need to thrive by midcentury.   |

| Name of Plan  | Lead Organization                                  | How do the goals of your Strategic Plan overlap with the goals of each plan?  |
|---|--|---|
| Uplift Cook: 2025-2029 Comprehensive Economic Development Strategy (CEDS) | Cook County Department of Planning and Development | The Uplift Cook strategic planning initiative includes the Cook County Consolidated Plan and 2025-2029 Comprehensive Economic Development Strategy (CEDS). The CEDS plan identifies county-wide and sub-regional goals and priorities for future housing, community, and economic development needs throughout Cook County. The goals identified in the CED are aligned with the Village's identified housing needs and the goals in our CDBG Strategic Plan. |
| Draft Regional Assessment of Fair Housing (AFH)                           | Cook County Bureau of Economic Development         | The Village is participating in a regional Assessment of Fair Housing (AFH) led by the Cook County Bureau of Economic Development, with participation from CDBG entitlement communities, public housing authorities, and not-for-profit organizations. The AFH consists of a housing assessment and recommendations to further fair housing in Cook County.   |

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

The Village referred to the priorities and goals established in the 2025-2029 Consolidated Plan as well as the plans described in Table 3 when determining the activities to fund in the PY2026 AAP.

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

**1. Summary of citizen participation process/Efforts made to broaden citizen participation**

**Summarize citizen participation process and how it impacted goal-setting**

Refer to PR-15 in the Village's 2025-2029 CDBG Consolidated Plan for the Village's Citizen Participation Plan.

PY2026 applications for funding were emailed to all current subrecipient organizations. The application was posted on the Village website and a legal notice announcing the application was published in the *Daily Herald* newspaper on April 10, 2026.

Legal Notice of the public review period for the draft PY2026 Action Plan and the Planning and Zoning Commission meeting was published in the *Daily Herald Newspaper* on June 10, 2026. The 30-day public review period took place from June 10 through July 10, 2026. The draft Action Plan will be available on the Village website and hard copies will be available at Village Hall and the Community Connections Center. The draft plan provides information (including the amount of assistance anticipated, the various activities that will be undertaken, and the amount that will benefit persons of low- and moderate-income) to citizens, public agencies and other interested parties.

Proposed allocations will be discussed at the Planning and Zoning Commission public hearing to be held on June 25, 2026, which will be televised on the Village's cable station. The minutes of the Planning and Zoning Commission meeting will be included in the PY2026 AAP attachments. The Action Plan will go to the Village Board for a second public hearing on July 21, 2026. A copy of the Resolution will be included with the SF-424 and Certification Attachments submitted to HUD.

**Citizen Participation Outreach**

| <b>Sort Order</b> | <b>Mode of Outreach</b> | <b>Target of Outreach</b>        | <b>Summary of response/attendance</b>   | <b>Summary comments received</b>    | <b>Summary of comments not accepted and reasons</b> | <b>URL</b> |
|-------------------|-------------------------|----------------------------------|---|-------------------------------------|---|------------|
| 1                 | 2026 CDBG RFP           | Non-targeted/<br>broad community | On April 8, 2026, the CDBG application was posted to the Village website. Notice via email was also given to past recipients of CDBG funding and interested parties. A newspaper notice announcing the RFP was published in the Daily Herald on April 10, 2026.                         | 9 CDBG grant applications received. | N/A   | N/A        |
| 2                 | Public Comment Period   | Non-targeted/<br>broad community | On June 10, 2026, a newspaper notice was published concerning the 30-day public review period for the PY2026 Action Plan. The plan will be posted on the Village’s website and available for review at Village Hall and the Community Connections Center from June 10 to July 10, 2026. | TBD                                 | N/A   | N/A        |
| 3                 | Public Hearing          | Non-targeted/<br>broad community | On June 10, 2026, a newspaper notice was published concerning the Planning and Zoning Commission meeting on June 25, 2026. The meeting will be televised on the Village's cable station. Notice was also emailed to PY2026 applicants for CDBG funds.                                   | TBD                                 | N/A   | N/A        |
| 4                 | Public Hearing          | Non-targeted/<br>broad community | The PY2026 Action Plan will be brought before the Village Board on July 21, 2026. The meeting will be televised on the Village's cable station.   | TBD                                 | N/A   | N/A        |

**Table 4 – Citizen Participation Outreach**

**Expected Resources**

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

**Introduction**

The Village's CDBG allocation is a major source of funding for addressing housing needs and other identified needs of our low-moderate income residents. The Village’s expected entitlement allocation is \$308,045.00 for the Program Year (PY) 2026 Annual Action Plan. This is the second year in the Five-Year Consolidated Plan (2025-2029).

**Anticipated Resources**

| Program | Source of Funds  | Uses of Funds              | Expected Amount Available Year 2 |                    |                          |              | Expected Amount Available Remainder of ConPlan \$ | Narrative Description  |
|---------|------------------|----------------------------|----------------------------------|--------------------|--------------------------|--------------|---|--|
|         |                  |                            | Annual Allocation: \$            | Program Income: \$ | Prior Year Resources: \$ | Total: \$    |   |  |
| CDBG    | public - federal | CDBG – Eligible activities | \$308,045.00                     | \$88,516.54        | \$0                      | \$396,561.54 | \$750,000   | The expected amount available for Year 1 is \$396,561.54, assuming the following:<br>Actual 2026 Allocation: \$308,045.00<br>Estimated Program Income: \$88,516.54<br>Estimated Carryover: \$0 |

**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**

CDBG funds are leveraged by many sources. Subrecipient agencies leverage the funding in their budgets to assist more residents. The Building & Inspection Services Division and Human Services Department offer many resources for improving the quality of life for low- and moderate-income residents through housing inspections, tenant rights information, food pantries, health clinics, and emergency financial assistance. These services are available for Mount Prospect residents.

The Village of Mount Prospect is able to provide more public infrastructure improvements Village-wide when CDBG funding can be used for projects within low- and moderate-income neighborhoods.

By joining the Cook County’s HOME Investment Partnerships Program Consortium, the Village (and investors/ not-for-profit groups pursuing projects in the Village) will be able to apply to the county rather than the state for HOME funds.

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

The Village will not utilize any publicly owned land for Program Year 2026.

**Discussion**

N/A

## Annual Goals and Objectives

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

| Sort Order   | Goal Name  | Start Year | End Year | Category                          | Outcome/ Objective                                      | Needs Addressed       | Funding    | Goal Outcome Indicator  |
|--|--|------------|----------|-----------------------------------|---|-----------------------|------------|---|
| 1  | Improve access to public services                | 2026       | 2027     | Non-Homeless Special Needs        | Availability-Accessibility/Suitable Living Environments | Public Services       | \$25,980   | Public service activities (other than low/ moderate income housing benefit): 149 persons assisted                           |
| <b>Description:</b> Public services funded in PY26 will be provided by the Children's Advocacy Center, Connections to Care, Northwest CASA, and Suburban Primary Health Care Council.  |  |            |          |                                   |   |                       |            |   |
| 2  | Support homeless services network                | 2026       | 2027     | Homeless                          | Availability-Accessibility/Suitable Living Environments | Homeless Prevention   | \$33,500   | Homelessness prevention: 115 persons assisted   |
| <b>Description:</b> Homeless services include emergency and transitional housing, outreach, and homelessness prevention. Services will be provided by Northwest Compass' housing counseling and assistance program, Journeys - The Road Home which administers the PADS Shelter Program and HOPE Center, and emergency housing and wrap-around services provided by WINGS. |  |            |          |                                   |   |                       |            |   |
| 3  | Improve Existing Housing Stock                   | 2026       | 2027     | Affordable Housing                | Affordability/ Decent Housing                           | Affordable Housing    | \$117,082* | Homeowner housing rehabilitated: 5 housing units  |
| <b>Description:</b> North West Housing Partnership will administer the Mount Prospect Single-Family Rehabilitation (SFR) Program. An estimated 5 homes will be rehabbed in PY26 through the SFR Program. Additional program income received in PY26 may be directed to this activity as it is received.  |  |            |          |                                   |   |                       |            |   |
| 4  | Rehabilitate or provide new community facilities | 2026       | 2027     | Public Facilities                 | Availability-Accessibility/Suitable Living Environments | Public Facilities     | \$25,000   | Public facility or infrastructure activities for low/ moderate income housing benefit: 1 household / 6 individuals assisted |
| <b>Description:</b> HUD defines group homes that provide housing and supportive services for adults with disabilities as public facilities. Search Inc has one group home that will be renovated in PY26.  |  |            |          |                                   |   |                       |            |   |
| 5  | Improve Public Infrastructure                    | 2026       | 2027     | Non-Housing Community Development | Sustainability/Suitable Living Environments             | Public Infrastructure | \$195,000  | Public facility or infrastructure activities (other than low/ moderate income housing benefit): 2,500 persons assisted      |
| <b>Description:</b> Public infrastructure projects for PY26 will include sidewalk improvements within qualifying low/ moderate income census tracts.   |  |            |          |                                   |   |                       |            |   |

**Table 6 – Goals Summary**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).**

The Village participates in the Cook County HOME Consortium and does not receive a direct allocation of HOME funds. Estimates for the number of ELI, LI or MI families provided affordable housing will be determined by Cook County.

**AP-35 Projects - 91.420, 91.220(d)**  
**Introduction**

The Annual Action Plan proposes eligible activities to be undertaken in the upcoming Program Year (October 1, 2026 to September 30, 2027) that address goals and priorities established in the Five-Year Consolidated Plan. The Village's responsibility for the Community Development Block Grant funds is to ensure Mount Prospect residents, specifically those qualifying as low/moderate income, are benefiting from the grant.

| # | Project Name                               |
|---|--|
| 1 | Public Services                            |
| 2 | Homeless Services                          |
| 3 | Single-Family Rehabilitation (SFR) Program |
| 4 | Search Inc – Pin Oak CILA Rehab            |
| 5 | Low/Mod Area Sidewalk Replacement          |

**Table 7 – Project Information**

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

The priorities and goals established in the 2025-2029 Consolidated Plan were the basis for determining activities to fund for PY2025. An obstacle to addressing underserved needs is limited funding and the 15% cap for public service activities.

Staff used HUD guidelines to evaluate applications for CDBG funding, which are as follows:

- Eligible activity according to CDBG categories;
- Fulfills at least one CDBG national objective;
- Primarily benefits low- and moderate-income persons or households;
- Costs of the activity appear to be necessary and reasonable;
- Satisfactory current / past performance of the agency; and
- Addresses a priority need identified in the Village’s 2025-2029 Consolidated Plan.

Because of limited funding available to public service agencies, funding requests were further evaluated by staff members of the Community Development Department, Human Services Department, and the Finance Department using the following criteria:

- The administrative capacity of the agency allows for efficient use of funds and compliance with monitoring responsibilities;
- Degree to which program overlaps with services provided by other public agencies or government;
- But for this funding, would the agency be able to provide this program to Mount Prospect residents; and
- Degree to which program fills a gap in services where community needs are not being met.

Although all of the public service agencies provide invaluable services to our residents, special consideration was given to those organizations that a) address multiple priorities, b) provide comprehensive services to aid our residents, and c) use CDBG funding towards direct client costs as opposed to the payroll of employees providing client services.

**AP-38 Project Summary**  
**Project Summary Information**

The Annual Action Plan (AAP) proposes eligible activities to be undertaken in the upcoming program year (October 1, 2026 to September 30, 2027) that address goals and priorities established in the Five-Year Consolidated Plan. The Village’s responsibility for the CDBG funds is to ensure Mount Prospect residents, specifically those qualifying as low- and moderate-income, are benefiting from the grant.

|          |  |  |
|----------|--|--|
| <b>1</b> | <b>Project Name</b>  | <b>Public Services</b>   |
|          | <b>Target Area</b>   | Village of Mount Prospect  |
|          | <b>Goals Supported</b>   | Improve access to public services  |
|          | <b>Needs Addressed</b>   | Public Services  |
|          | <b>Funding</b>   | CDBG: \$25,980   |
|          | <b>Description</b>   | <ul style="list-style-type: none"> <li>Specialized services to child victims and their non-offending caregivers for allegations of sexual abuse, physical abuse, and witnesses to violence.</li> <li>One-on-one transportation for frail elderly residents to and from medical and dental appointments.</li> <li>Specialized counseling, crisis intervention and advocacy services for Mount Prospect residents who are victims of sexual abuse and sexual assault.</li> <li>Access to primary medical care to low-income uninsured and underinsured residents, including physician office visits, lab and radiology testing, prescription medications, and behavioral health services.</li> </ul> |
|          | <b>Target Date</b>   | 9/30/2027  |
|          | <b>Estimate the number/ type of families that will benefit</b> | An estimated 149 low/ moderate income Mount Prospect residents will benefit from this project.   |
|          | <b>Location Description</b>                                    | Village-wide   |
|          | <b>Planned Activities</b>                                      | <ol style="list-style-type: none"> <li>Children's Advocacy Center: Child Victim and Witness Services</li> <li>Connections to Care: Transportation to Health Services</li> <li>Northwest Center Against Sexual Assault: Sexual Violence Intervention Services</li> <li>Suburban Primary Health Care Council: Access to Care</li> </ol>  |
| <b>2</b> | <b>Project Name</b>  | <b>Homeless Services</b>   |
|          | <b>Target Area</b>   | Village of Mount Prospect  |
|          | <b>Goals Supported</b>   | Support homeless services network  |
|          | <b>Needs Addressed</b>   | Homeless prevention  |
|          | <b>Funding</b>   | CDBG: \$33,500   |

|          |  |  |
|----------|--|--|
|          | <b>Description</b>   | <ul style="list-style-type: none"> <li>• Case management and other social services which may include housing counseling, health care, transportation assistance, vocational counseling, benefits counseling, mental health counseling, and a variety of immediate services (food, clothing, shower, laundry) for the homeless and near-homeless population of Mount Prospect.</li> <li>• Services for residents of Mount Prospect experiencing housing instability, including homelessness diversion, rental assistance payments, landlord mitigation, housing counseling, and/or assistance with utility payments.</li> <li>• Emergency shelter, counseling, safety planning, food, clothing, and case management to prevent homelessness among adults and children that are victims of domestic violence.</li> </ul> |
|          | <b>Target Date</b>   | 9/30/2027  |
|          | <b>Estimate the number/ type of families that will benefit</b> | An estimated 115 low/ moderate income Mount Prospect residents will benefit from this program.   |
|          | <b>Location Description</b>                                    | Village-wide   |
|          | <b>Planned Activities</b>                                      | <ol style="list-style-type: none"> <li>1. Journeys   The Road Home: Homeless Services</li> <li>2. Northwest Compass Inc: Homelessness Diversion and Prevention</li> <li>3. WINGS: Safe House and Counseling</li> </ol>   |
| <b>3</b> | <b>Project Name</b>  | <b>Single-Family Rehabilitation (SFR) Program</b>  |
|          | <b>Target Area</b>   | Village of Mount Prospect  |
|          | <b>Goals Supported</b>   | Improve existing housing stock   |
|          | <b>Needs Addressed</b>   | Affordable Housing   |
|          | <b>Funding</b>   | CDBG: \$117,082  |
|          | <b>Description</b>   | Due to the age of housing stock, many homes are in need of repairs or energy efficient upgrades. The cost of housing rehabilitation is often a burden for low/ moderate income homeowners. The Single-Family Rehabilitation Loan provides a 0% interest loan up to \$25,000 for repairs/ improvements to eligible households. The Mount Prospect SFR Program will be administered by North West Housing Partnership. Additional program income received in PY26 may be directed to this activity as it is received.  |
|          | <b>Target Date</b>   | 9/30/2027  |
|          | <b>Estimate the number/ type of families that will benefit</b> | An estimated 5 low/ moderate income households will benefit from this program.   |
|          | <b>Location Description</b>                                    | Village-wide   |
|          | <b>Planned Activities</b>                                      |  |
| <b>4</b> | <b>Project Name</b>  | <b>Search Inc – Energy Efficiency at Kenilworth CILA</b>   |
|          | <b>Target Area</b>   | Village of Mount Prospect  |

|   |  |   |
|---|--|---|
|   | <b>Goals Supported</b>   | Rehabilitate or provide new community facilities  |
|   | <b>Needs Addressed</b>   | Public Facilities   |
|   | <b>Funding</b>   | CDBG: \$25,000  |
|   | <b>Description</b>   | Search Inc operates group homes for adults with developmental and intellectual disabilities. Search maintains eight group homes in Mount Prospect. The residence on Kenilworth is home to six women with disabilities. Funds will be used to upgrade the HVAC system and add a whole-house generator to ensure that the medically fragile residents can age safely in their home. |
|   | <b>Target Date</b>   | 9/30/2027   |
|   | <b>Estimate the number/ type of families that will benefit</b> | 1 household consisting of 6 women with disabilities.  |
|   | <b>Location Description</b>                                    | 114 N Kenilworth Ave, Mount Prospect  |
|   | <b>Planned Activities</b>                                      |   |
| 5 | <b>Project Name</b>  | <b>Low/Mod Area Sidewalk Replacement</b>  |
|   | <b>Target Area</b>   | Low-moderate income census block groups   |
|   | <b>Goals Supported</b>   | Improve public infrastructure   |
|   | <b>Needs Addressed</b>   | Public Infrastructure   |
|   | <b>Funding</b>   | CDBG: \$195,000   |
|   | <b>Description</b>   | This project involves the removal of hazardous and deteriorated public sidewalk and replacement with new concrete sidewalk.   |
|   | <b>Target Date</b>   | 9/30/2027   |
|   | <b>Estimate the number/ type of families that will benefit</b> | An estimated 2,500 low/ moderate income Mount Prospect residents will benefit from this Project.  |
|   | <b>Location Description</b>                                    | Low/ moderate income census tracts within the Village.  |
|   | <b>Planned Activities</b>                                      |   |

**Table 8**

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

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

CDBG program funds are spent within the corporate limits of Mount Prospect. Funding for public improvement projects are used in qualifying census blocks. The housing rehabilitation programs are Village-wide for qualifying households and similarly, subrecipient organizations provide services to all Mount Prospect residents meeting CDBG income criteria.

**Geographic Distribution**

| <b>Target Area</b>           | <b>Percentage of Funds</b> |
|------------------------------|----------------------------|
| No geographic areas targeted |                            |
|                              |                            |

**Table 9 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

The Village of Mount Prospect will not invest funds on a geographic basis other than directing some public facility and/or infrastructure funds to qualified low and moderate income census block groups.

**Discussion**

If known at the time the Annual Action Plan is submitted to HUD, specific locations for projects are indicated in the AAP. Some project locations will be identified during the program year such as locations of homes under the Single Family Rehabilitation Program and public sidewalk improvements.

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

### **Introduction**

The Illinois Housing Development Authority (IHDA) determined that 24.4% of the Village's housing stock is affordable. Housing affordability is a growing challenge in many places in the United States. Local Housing Solutions (a national housing policy organization) identifies four main reasons for this:

- 1) Wages have not kept pace with housing costs;
- 2) Developing and operating new housing is costly;
- 3) Regulation can restrict the supply of new housing; and
- 4) Federal funding for housing assistance has been declining for decades.<sup>1</sup>

### **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 has reduced or eliminated permitting fees for senior developments, accessibility projects, and single-family rehabilitation projects if the improvement is serving low- and moderate-income individuals or households.

As a CDBG grantee, the Village is required to comply with the Fair Housing Act to affirmatively further fair housing. The Village is currently participating in development of a regional Assessment of Fair Housing. Regional participants include Cook County, CDBG entitlement communities within Cook County, and local public housing authorities. The regional assessment of fair housing will outline additional actions that the Village can take to reduce barriers to affordable housing.

### **Discussion**

Mount Prospect will continue to advance housing affordability through strategic planning and collaborative efforts at the local and regional level. In addition to the regional Assessment of Fair Housing, it will be necessary to revisit the recommendations of the last decade's housing studies (Homes for a Changing Region, NWSHC Senior Housing Assessment) to evaluate the progress that has been made and recalibrate our efforts in the face of current challenges. The Village has been participating in the Metropolitan Mayors Caucus Housing and Community Development Committee to identify housing challenges at the local and regional level, as well as to identify local housing data needs.

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<sup>1</sup> <https://www.localhousingsolutions.org/learn/why-is-housing-unaffordable/>

## **AP-85 Other Actions – 91.420, 91.220(k)**

### **Introduction**

The Village continually assesses the needs of the community, and in collaboration with local municipalities and the Cook County Consortium, works to close service gaps, maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional capacity, and enhance public-private partnerships.

### **Actions planned to address obstacles to meeting underserved needs**

HUD allows entitlement communities to use a maximum of 15% of CDBG entitlement funds plus 15% of the previous year's program income for public service programs. The Village has historically used the maximum amount allowed and continues to see an increase in the requested funding amounts. The subrecipients provide invaluable services and activities for the low- and moderate-income residents of Mount Prospect. Therefore, the Village will continue to monitor subrecipients to ensure that CDBG funds are used efficiently and effectively to meet the underserved needs of the Mount Prospect community by identifying funding overlaps, gaps, and administrative capacity of the subrecipient agencies.

An obstacle to meeting underserved needs is the limited amount of developable land, rental units, and affordable housing for low- and moderate-income residents. The Village's CDBG Single-Family Rehabilitation Program alleviates some of the obstacles to affordable housing by providing financial assistance to eligible low- and moderate-income residents of Mount Prospect to repair their homes. Also, the Village continues to work with developers interested in building senior housing and housing for residents with special needs, such as the Horizon Senior Living Community and Myers Place.

Another obstacle to the delivery of services is the identification of populations and individuals who might be eligible for assistance. The Community Connections Center will continue to provide information to residents and businesses to ensure the population is aware of all services available by the Village, other units of government, and social service organizations.

Since 1985, the Lifeline program has provided a discount on phone service for qualifying low-income consumers to ensure that all Americans have the opportunities and security that phone service brings, including being able to connect to jobs, family and emergency services. Lifeline is part of the Universal Service Fund. The Lifeline program is available to eligible low-income consumers in every state, territory, commonwealth, and on Tribal lands. The Lifeline program is administered by the Universal Service Administrative Company (USAC).

Broadband access for low- and moderate-income households was federally subsidized by the Federal Communication Commission (FCC) Affordable Connectivity Program until the program ended on June 1, 2024 due to lack of additional funding by Congress.

### **Actions planned to foster and maintain affordable housing**

The Illinois Housing Development Authority (IHDA) determined that 24.4% of the Village's housing

stock is affordable.<sup>2</sup> Mount Prospect is investigating options to maintain affordability. In PY2026, the Village expects to assist at least 5 households to increase housing affordability through rehabilitation and repair programs. The organizations funded through public service dollars will increase the amount of affordable units by providing rental assistance and other housing activities.

The Village has supported affordable housing projects with CDBG funds. Myers Place is a mixed-use permanent supportive housing development comprised of commercial spaces and affordable housing rental apartments. Residents are supported by social service staff, both onsite and through community linkages. The Village provided CDBG funding for property acquisition for the Alden Foundation's Horizon Senior Living Community, which provides 91 housing units and supportive services to our elderly, low- and moderate-income residents.

### **Actions planned to reduce lead-based paint hazards**

As of April 22, 2008, the Village of Mount Prospect follows the EPA issued rule, requiring the use of lead-safe practices and other actions aimed at preventing lead poisoning. Under the rule, beginning in April 2010, contractors performing renovation, repair, and painting projects that disturb lead-based paint in homes, child care facilities, and schools built before 1978 must be certified and must follow specific work practices to prevent lead contamination.

Much of the housing stock in Mount Prospect was constructed before 1978. The 60056 zip code is listed as a high-risk zip code by IDPH as of July 1, 2025. The Village of Mount Prospect and North West Housing Partnership implement HUD's lead-based paint regulations in its housing rehabilitation through the CDBG program.

Refer to SP-65 in the 2025-2029 Consolidated Plan for more information.

### **Actions planned to reduce the number of poverty-level families**

The federal government has devised several programs such as SNAP, public housing, and Medicaid to address the immediate needs of those persons in poverty. The Village plays an important role in publicizing, connecting, and coordinating the available resources that can address the problems of income-challenged residents.

Direct services are available to residents through the Human Services Department which consist of assessments, short term counseling, case management, entitlement benefit application assistance, emergency financial assistance, court advocacy, crisis intervention, and nursing and homebound care for seniors and the disabled. Programs and clinics address health education, provide health screenings, work with at risk adolescents and preschool age children, provide opportunities for participation in health activities and support groups, and provide other educational opportunities. The Human Services Department operates a food pantry and a medical lending closet year-round. When necessary, clients are referred to other area agencies and programs for assistance.

The Mount Prospect Community Connections Center is the south branch of the Human Services department. The center offers centralized information and referral for all residents in South Mount

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<sup>2</sup> [IHDA 2023 Report on Statewide Local Government Affordability](#)

Prospect and educational programs for families.

The Village coordinates with and provides CDBG funds to a variety of anti-poverty public service programs that assist low- and moderate-income residents. Low- and moderate-income residents would not be able to afford these services without assistance from HUD, the Village, and the subrecipient agencies. Available services include:

- The Single Family Rehabilitation Program reduces the cost burden to homeowners who cannot afford to repair their properties.
- Northwest Compass Inc provide services for housing, budgeting, and skill building.
- The HOPE Day Resource Center provides case management, mental health counseling, housing coordination, vocational training, and a variety of immediate services (food, clothing, supplies).
- WINGS has a continuum of housing ranging from emergency shelter through permanent supportive housing that allows homeless women to have a housing solution based on their individual needs.
- The Suburban Primary Health Care Council - Access to Care program provides low- and moderate-income residents with medical services.

Refer to SP-70 in the 2025-2029 Consolidated Plan for more information.

#### **Actions planned to develop institutional structure**

The Village continues to address affordable housing and other community needs within the area by coordinating its efforts with private and non-profit agencies and organizations, and other units of local government such as the townships, public library, and park districts. Strong communication between these entities helps identify gaps in service, increases timely access to resources, and reduces duplication of services. The Village regularly works with regional planning groups, such as the Metropolitan Mayors Caucus (MMC) and the Chicago Metropolitan Agency for Planning (CMAP). The Village participates in the MMC Housing and Economic Development Committee, as well as the MMC Age-Friendly Communities Collaborative. The Village regularly meets with the Cook County HOME Consortium and Northwest Suburban CDBG Network to coordinate Consolidated Plan activities. The gaps in the institutional delivery system include difficulty of coordination across a very large and diverse geographic area with multiple overlapping jurisdictions.

Refer to SP-40 in the 2025-2029 Consolidated Plan for more information.

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

Communication between the public, private, and not-for-profit agencies is critical to the provision of housing and community development programs in the Village. Without open communication between these groups, it is unlikely that the housing strategies set forth in this plan will be successful. The Village of Mount Prospect coordinates with different entities to provide the resources necessary to meet the community's needs. Monthly meetings with service providers and governmental organizations are held at the Village's Human Services Department. The group discusses upcoming events and trends in their respective fields. The Community Connections

Center hosts communication meetings and encourages partnerships between local service providers.

**Discussion**

N/A

**Program Specific Requirements**

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

**Introduction**

The Village is not anticipating urgent need activities for the 2026 program year and estimates that 100 percent of the CDBG funds will be used for activities that benefit persons of low and moderate income.

**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 | 100.00 |

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.

**Discussion**

The period of one year is used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income.

**Attachments**

**PY2026 CDBG Budget**

| PY 2026 CDBG Budget (October 1, 2026 - September 30, 2027) |                          |                     |               |
|--|--------------------------|---------------------|---------------|
| Priority Needs   | PY 2026 Funding Requests | PY 2026 Budget      | Comments      |
| <b>Homeless Services</b>                                   |                          |                     |               |
| JOURNEYS   The Road Home                                   | \$14,000                 | \$14,000.00         |               |
| Northwest Compass  | \$15,000                 | \$13,000.00         |               |
| WINGS  | \$6,500                  | \$6,500.00          |               |
| <b>SUB-TOTAL</b>   | <b>\$35,500</b>          | <b>\$33,500.00</b>  | See note #1   |
| <b>Public Services</b>                                     |                          |                     |               |
| Children's Advocacy Center                                 | \$6,000                  | \$6,000.00          |               |
| Connections to Care  | \$1,800                  | \$1,800.00          |               |
| Northwest CASA   | \$15,000                 | \$11,180.00         |               |
| Suburban Primary Health Care Council                       | \$7,000                  | \$7,000.00          |               |
| <b>SUB-TOTAL</b>   | <b>\$29,800</b>          | <b>\$25,980.00</b>  | See note #1   |
| <b>Affordable Housing</b>                                  |                          |                     |               |
| Single Family Rehab Program*                               | \$150,000                | \$117,081.54        |               |
| <b>SUB-TOTAL</b>   | <b>\$150,000</b>         | <b>\$117,081.54</b> | See note #3   |
| <b>Community Facilities</b>                                |                          |                     |               |
| Search360 Group Home Rehab                                 | \$25,000                 | \$25,000.00         |               |
| <b>SUB-TOTAL</b>   | <b>\$25,000</b>          | <b>\$25,000.00</b>  |               |
| <b>Public Infrastructure</b>                               |                          |                     |               |
| Low/Mod Area Sidewalk Improvements                         | \$200,000                | \$195,000.00        |               |
| <b>SUB-TOTAL</b>   | <b>\$200,000</b>         | <b>\$195,000.00</b> |               |
| <b>TOTAL FUNDS COMMITTED</b>                               |                          | <b>\$396,561.54</b> |               |
| PY2026 HUD Allocation                                      |                          | \$308,045.00        |               |
| Estimated PY2025 Program Income*                           |                          | \$88,516.54         | See note #2,3 |
| Estimated PY2025 Carry Over*                               |                          | \$0.00              |               |
| <b>TOTAL FUNDS AVAILABLE</b>                               |                          | <b>\$396,561.54</b> |               |

6/1/2026

**Notes:**

- Public services expenditures are subject to a 15% cap based on the 2026 formula allocation plus the 2025 program income.
- Program income is generated from repayment of 0% interest loans from the Single Family Rehabilitation program. Program income received in PY2026 will be programmed after it is received.
- Numbers with \* are subject to change.

## Citizen Participation – Notice, Minutes, Comments

### Website Announcement for PY2026 Request for Proposals

4/8/26, 2:22 PM

Community Development Block Grant (CDBG) | Village of Mount Prospect, IL

## Community Development Block Grant (CDBG)

### **PY 2026 CDBG Application Deadline is May 4, 2026**

The Village is seeking applications for its Community Development Block Grant (CDBG) Program for the 2026 Program Year (October 1, 2026 to September 30, 2027.) Applications may be obtained from the Village's Community Development Department or by clicking the link below.

[Download PY 2026 CDBG Application](#)

**Proposals must be submitted no later than Monday, May 4, 2026, at 5:00 p.m.** Digital submissions are preferred. All proposals must address one of three CDBG national objectives: benefit to low and moderate-income persons; aid in the prevention or elimination of slums and blight; or alleviate conditions posing a serious and immediate threat to the health and welfare of the community.

Regulations regarding eligible activities are located in the Community Development Department at 50 South Emerson Street. For an application or more information about the Village of Mount Prospect CDBG Program, please contact the Planning & Zoning Division at 847-818-5328.

### **CDBG Background**

Since 1981, the Village of Mount Prospect has received an allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). CDBG funds are intended to create viable communities by providing decent housing, a suitable living environment, and expanded economic opportunities for low- and moderate-income residents.

The Village is an "entitlement community" (having a population over 50,000) and develops its own program and funding priorities. HUD requires the Village to adopt a Five-Year Consolidated Plan and an Annual Action Plan. The Consolidated Plan explains the community's needs and priorities as well as the programs and projects it intends to fund. The Annual Action Plan explains how the Village will use CDBG funds during each fiscal year.

The Village has granted CDBG funds for the following priority needs during the 2025-2029 Consolidated Plan Cycle:

- Public Services
- Homeless Services
- Affordable Housing
- Community Facilities
- Public Infrastructure

**For more information about the CDBG Program, please contact the Community Development Department at (847) 818-5328.**

# Certificate of Publication for PY2026 Request for Proposals

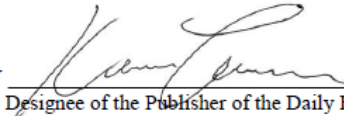
**NOTICE**  
**To All Interested Parties**  
THE VILLAGE OF MOUNT PROSPECT, ILLINOIS, is seeking applications for its Community Development Block Grant (CDBG) Program for the 2026 Program Year (October 1, 2026 to September 30, 2027.) Applications for funding may be obtained from the Village's Community Development Department or on the Village website at [www.mountprospect.org](http://www.mountprospect.org). Complete proposals must be submitted no later than Monday, May 4, 2026 at 5:00 p.m. Digital submissions are required. All proposals must address one of three CDBG national objectives: benefit to low and moderate-income persons; aid in the prevention or elimination of slums and blight; or alleviate conditions posing a serious and immediate threat to the health and welfare of the community. Regulations regarding eligible activities are located in the Community Development Department at 50 South Emerson Street. For an application or more information about the CDBG program, please contact the Planning & Zoning Division at 847-818-5328.  
Published in Daily Herald April 10, 2026 (328013)

## CERTIFICATE OF PUBLICATION Paddock Publications, Inc.

### Northwest Suburbs **Daily Herald**

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the Northwest Suburbs **DAILY HERALD**. That said Northwest Suburbs **DAILY HERALD** is a secular newspaper, published in Arlington Heights, Cook County, State of Illinois, and has been in general circulation daily throughout Cook County, continuously for more than 50 weeks prior to the first Publication of the attached notice, and a newspaper as defined by 715 ILCS 5/5.

I further certify that the Northwest Suburbs **DAILY HERALD** is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 04/10/2026 in said Northwest Suburbs **DAILY HERALD**. This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.

BY   
Designee of the Publisher of the Daily Herald

Control # 328013



## Website Announcement for June 25, 2026 Public Hearing and June 10 – July 10, 2026 Public Comment Period

6/8/26, 10:13 PM

Community Development Block Grant (CDBG) | Village of Mount Prospect, IL

### Community Development Block Grant (CDBG)

#### **PY2026 CDBG Annual Action Plan**

The Village has prepared a draft of the Program Year (PY) 2026 Annual Action Plan (AAP), which allocates CDBG entitlement funds for the period October 1, 2026 through September 30, 2027. The proposed projects address the national objectives for benefitting low- and moderate-income persons or households and the priorities described in the Village of Mount Prospect 2025-2029 Consolidated Plan.

#### **Public Comment Period: June 10 – July 10, 2026**

The PY2026 AAP will be available for public review and comment from June 10, 2026 through July 10, 2026 in the Community Development Department, located in the Mount Prospect Village Hall (50 South Emerson Street), the Community Connections Center (1711 West Algonquin Road), and posted at the link below. Free copies of the plans are available to citizens and interested parties upon request, including formats accessible to persons with disabilities.

#### [PY2026 Annual Action Plan](#)

Interested persons may submit written comments to the Mount Prospect Community Development Department at 50 South Emerson Street, Mount Prospect, Illinois 60056 or via e-mail to [alalagos@mountprospect.org](mailto:alalagos@mountprospect.org).

#### **Public Hearing: June 25, 2026**

All interested parties are invited to attend a Public Hearing of the Village's Planning and Zoning Commission on June 25, 2026 at 7:00 pm in the 3rd Floor Board Room of Mount Prospect Village Hall, 50 South Emerson Street, Mount Prospect, Illinois. At this meeting, we will review preliminary recommendations and collect public comments for the PY2026 Action Plan. Public service organizations that are applying for funding will be encouraged to attend this meeting and be available for questions.

#### **CDBG Background**

Since 1981, the Village of Mount Prospect has received an allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). CDBG funds are intended to create viable communities by providing decent housing, a suitable living environment, and expanded economic opportunities for low- and moderate-income residents.

The Village is an "entitlement community" (having a population over 50,000) and develops its own program and funding priorities. HUD requires the Village to adopt a Five-Year Consolidated Plan and an Annual Action Plan. The Consolidated Plan explains the community's needs and priorities as well as the programs and projects it intends to fund. The Annual Action Plan explains how the Village will use CDBG funds during each fiscal year.

The Village has granted CDBG funds for the following priority needs during the 2025-2029 Consolidated Plan Cycle:

**Certificate of Publication for June 25, 2026 Public Hearing and June 10 – July 10, 2026 Public Comment Period**

[To be inserted]

**Minutes of the June 25, 2026 Planning & Zoning Commission Meeting**

[To be Inserted]

**Minutes of the July 21, 2026 Village Board Meeting**

[To be Inserted]

## Grantee SF-424 and Certifications

[View Burden Statement](#)

OMB Number: 4040-0004  
Expiration Date: 03/31/2029

| Application for Federal Assistance SF-424  |  |  |
|--|--|--|
| * 1. Type of Submission:<br><input type="checkbox"/> Preapplication<br><input checked="" type="checkbox"/> Application<br><input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application:<br><input checked="" type="checkbox"/> New<br><input type="checkbox"/> Continuation<br><input type="checkbox"/> Revision | * If Revision, select appropriate letter(s):<br><input type="text"/><br>* Other (Specify):<br><input type="text"/> |
| * 3. Date Received:<br>08/01/2026  | 4. Applicant Identifier:<br><input type="text"/>   |  |
| 5a. Federal Entity Identifier:<br><input type="text"/>   | 5b. Federal Award Identifier:<br><input type="text"/>  |  |
| <b>State Use Only:</b>   |  |  |
| 6. Date Received by State: <input type="text"/>  | 7. State Application Identifier: <input type="text"/>  |  |
| <b>8. APPLICANT INFORMATION:</b>   |  |  |
| * a. Legal Name: <input type="text" value="Village of Mount Prospect"/>  |  |  |
| * b. Employer/Taxpayer Identification Number (EIN/TIN):<br>36-6006011  | * c. UEI:<br>D5HGKASDD214  |  |
| <b>d. Address:</b>   |  |  |
| * Street1: <input type="text" value="50 S Emerson St"/>  | Street2: <input type="text"/>  |  |
| * City: <input type="text" value="Mount Prospect"/>  | County/Parish: <input type="text"/>  |  |
| * State: <input type="text" value="IL: Illinois"/>   | Province: <input type="text"/>   |  |
| * Country: <input type="text" value="USA: UNITED STATES"/>   | * Zip / Postal Code: <input type="text" value="60056-3218"/>   |  |
| <b>e. Organizational Unit:</b>   |  |  |
| Department Name:<br><input type="text" value="Community Development Dept"/>  | Division Name:<br><input type="text" value="Planning Division"/>   |  |
| <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  |  |  |
| Prefix: <input type="text"/>   | * First Name: <input type="text" value="Antonia"/>   |  |
| Middle Name: <input type="text"/>  | * Last Name: <input type="text" value="Lalagos"/>  |  |
| Suffix: <input type="text"/>   | Title: <input type="text" value="Development Planner"/>  |  |
| Organizational Affiliation:<br><input type="text"/>  |  |  |
| * Telephone Number: <input type="text" value="847-818-5302"/>  | Fax Number: <input type="text" value="847-818-5329"/>  |  |
| * Email: <input type="text" value="alalagos@mountprospect.org"/>   |  |  |

**Application for Federal Assistance SF-424**

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

US Department of Housing and Urban Development

**11. Assistance Listing Number:**

14-218

Assistance Listing Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

-

\* Title:

-

**13. Competition Identification Number:**

Title:

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

Add Attachment

Delete Attachment

View Attachment

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

Village of Mount Prospect Community Development Block Grant Program Year 2026 Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**  
 \* a. Applicant  \* b. Program/Project

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

**17. Proposed Project:**  
 \* a. Start Date:  \* b. End Date:

**18. Estimated Funding (\$):**

|                     |   |
|---------------------|---|
| * a. Federal        | <input type="text" value="308,045.00"/> |
| * b. Applicant      | <input type="text" value="0.00"/>       |
| * c. State          | <input type="text" value="0.00"/>       |
| * d. Local          | <input type="text" value="0.00"/>       |
| * e. Other          | <input type="text" value="0.00"/>       |
| * f. Program Income | <input type="text" value="88,516.54"/>  |
| * g. TOTAL          | <input type="text" value="396,561.54"/> |

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**  
 a. This application was made available to the State under the Executive Order 12372 Process for review on .  
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.  
 c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**  
 Yes  No  
 If "Yes", provide explanation and attach

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

**Authorized Representative:**

Prefix:  \* First Name:   
 Middle Name:   
 \* Last Name:   
 Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**Applicant and Recipient  
Assurances and Certifications**

U.S. Department of Housing  
and Urban Development

OMB Number: 2501-0044  
Expiration Date: 02/28/2027

**Instructions for the HUD-424-B Assurances and Certifications**

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

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

\*Authorized Representative Name:

Prefix:  \*First Name:   
Middle Name:   
\*Last Name:   
Suffix:

\*Title:

\*Applicant Organization:

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.
2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).
3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.
4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.
6. Will not use Federal funding to promote diversity, equity, and inclusion (DEI) mandates, policies, programs, or activities that violate any applicable Federal anti-discrimination laws.
7. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.
8. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.
9. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true, accurate, and correct.

**WARNING:** Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802; 24 CFR §28.10(b)(1)(iii)).

\*Signature:

\*Date:

## CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

\_\_\_\_\_  
Signature of Authorized Official

07/22/2026  
\_\_\_\_\_  
Date

Village Manager  
\_\_\_\_\_  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

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

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

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

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

\_\_\_\_\_  
Signature of Authorized Official

07/22/2026  
\_\_\_\_\_  
Date

Village Manager  
\_\_\_\_\_  
Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

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

**Resolution Approving Annual Action Plan**

[To be Inserted]

**PY 2026 CDBG Budget (October 1, 2026 - September 30, 2027)**

| <b>Priority Needs</b>                | <b>PY 2026 Funding Requests</b> | <b>PY 2026 Budget</b> | <b>Comments</b> |
|--------------------------------------|---------------------------------|-----------------------|-----------------|
| <b>Homeless Services</b>             |                                 |                       |                 |
| JOURNEYS   The Road Home             | \$14,000                        | \$14,000.00           |                 |
| Northwest Compass                    | \$15,000                        | \$13,000.00           |                 |
| WINGS                                | \$6,500                         | \$6,500.00            |                 |
| <b>SUB-TOTAL</b>                     | <b>\$35,500</b>                 | <b>\$33,500.00</b>    | See note #1     |
| <b>Public Services</b>               |                                 |                       |                 |
| Children's Advocacy Center           | \$6,000                         | \$6,000.00            |                 |
| Connections to Care                  | \$1,800                         | \$1,800.00            |                 |
| Northwest CASA                       | \$15,000                        | \$11,180.00           |                 |
| Suburban Primary Health Care Council | \$7,000                         | \$7,000.00            |                 |
| <b>SUB-TOTAL</b>                     | <b>\$29,800</b>                 | <b>\$25,980.00</b>    | See note #1     |
| <b>Affordable Housing</b>            |                                 |                       |                 |
| Single Family Rehab Program*         | \$150,000                       | \$117,081.54          |                 |
| <b>SUB-TOTAL</b>                     | <b>\$150,000</b>                | <b>\$117,081.54</b>   | See note #3     |
| <b>Community Facilities</b>          |                                 |                       |                 |
| Search360 Group Home Rehab           | \$25,000                        | \$25,000.00           |                 |
| <b>SUB-TOTAL</b>                     | <b>\$25,000</b>                 | <b>\$25,000.00</b>    |                 |
| <b>Public Infrastructure</b>         |                                 |                       |                 |
| Low/Mod Area Sidewalk Improvements   | \$200,000                       | \$195,000.00          |                 |
| <b>SUB-TOTAL</b>                     | <b>\$200,000</b>                | <b>\$195,000.00</b>   |                 |
| <b>TOTAL FUNDS COMMITTED</b>         |                                 | <b>\$396,561.54</b>   |                 |
| PY2026 HUD Allocation                |                                 | \$308,045.00          |                 |
| Estimated PY2025 Program Income*     |                                 | \$88,516.54           | See note #2,3   |
| Estimated PY2025 Carry Over*         |                                 | \$0.00                |                 |
| <b>TOTAL FUNDS AVAILABLE</b>         |                                 | <b>\$396,561.54</b>   |                 |

6/1/2026

**Notes:**

- Public services expenditures are subject to a 15% cap based on the 2026 formula allocation plus the 2025 program income.
- Program income is generated from repayment of 0% interest loans from the Single Family Rehabilitation program. Program income received in PY2026 will be programmed after it is received.
- Numbers with \* are subject to change.

| PY 2026 CDBG Subrecipient Applications  |                                       |                      |                                      |                        |                                     |                                       |                                  |                                      |                            |              |
|---|---------------------------------------|----------------------|--------------------------------------|------------------------|-------------------------------------|---------------------------------------|----------------------------------|--------------------------------------|----------------------------|--------------|
| Public Services   |                                       |                      |                                      |                        |                                     |                                       |                                  |                                      |                            |              |
| Funding cap is estimated at \$59,484 (15% of PY2026 CDBG allocation + 15% of PY2026 Program Income) |                                       |                      |                                      |                        |                                     |                                       |                                  |                                      |                            |              |
| Organization  | Program                               | PY26 Funding Request | PY26 Funding Request Per Beneficiary | PY26 Total Prgm Budget | PY26 Request % of Total Prgm Budget | PY26 Proposed MP Residents w/ CDBG \$ | PY26 Proposed Total Participants | MP Residents % of Total Participants | PY26 Staff Recommendations | % of Request |
| Journeys I The Road Home  | Homeless Services                     | \$14,000             | \$280.00                             | \$888,598              | 1.6%                                | 50                                    | 955                              | 5.2%                                 | \$14,000                   | 100%         |
| Northwest Compass Inc   | Homelessness Diversion and Prevention | \$15,000             | \$220.59                             | \$398,000              | 3.8%                                | 68                                    | 7200                             | 0.9%                                 | \$13,000                   | 87%          |
| WINGS   | Safe House and Counseling             | \$6,500              | \$1,083.33                           | \$2,963,968            | 0.2%                                | 6                                     | 1382                             | 0.4%                                 | \$6,500                    | 100%         |
| Children's Advocacy Center  | Child Victim and Witness Services     | \$6,000              | \$66.67                              | \$1,280,475            | 0.5%                                | 90                                    | 1900                             | 4.7%                                 | \$6,000                    | 100%         |
| Connections to Care   | Transportation to Health Services     | \$1,800              | \$78.26                              | \$125,650              | 1.4%                                | 23                                    | 226                              | 10.2%                                | \$1,800                    | 100%         |
| Northwest Center Against Sexual Assault   | Sexual Violence Intervention Services | \$15,000             | \$833.33                             | \$1,743,770            | 0.9%                                | 18                                    | 510                              | 3.5%                                 | \$11,180                   | 75%          |
| Suburban Primary Health Care Council  | Access to Care                        | \$7,000              | \$318.18                             | \$3,215,000            | 0.2%                                | 22                                    | 5000                             | 0.4%                                 | \$7,000                    | 100%         |
| <b>Total</b>  |                                       | <b>\$65,300</b>      |                                      |                        |                                     | <b>277</b>                            |                                  |                                      | <b>\$59,480</b>            |              |

91% Total: 263.35  
PS: 148.62  
COC: 114.93

| Non-Public Services            |                                       |                      |                                      |                        |                                     |                                       |                                  |                                      |                            |              |
|--------------------------------|---------------------------------------|----------------------|--------------------------------------|------------------------|-------------------------------------|---------------------------------------|----------------------------------|--------------------------------------|----------------------------|--------------|
| Not subject to the 15% cap     |                                       |                      |                                      |                        |                                     |                                       |                                  |                                      |                            |              |
| Organization                   | Project                               | PY26 Funding Request | PY26 Funding Request Per Beneficiary | PY26 Total Prgm Budget | PY26 Request % of Total Prgm Budget | PY26 Proposed MP Residents w/ CDBG \$ | PY26 Proposed Total Participants | MP Residents % of Total Participants | PY26 Staff Recommendations | % of Request |
| Search360                      | Energy Efficiency at Kenilworth C.I.A | \$25,000             | \$4,166.67                           | \$20,246,101           | 0.1%                                | 6                                     | 170                              | 3.5%                                 | \$25,000                   | 100%         |
| North West Housing Partnership | Single Family Rehab Program           | \$150,000            | \$25,000.00                          | \$150,000              | 100.0%                              | 6                                     | 6                                | 100.0%                               | \$117,082                  | 78%          |
| <b>Total</b>                   |                                       | <b>\$175,000</b>     |                                      |                        |                                     |                                       |                                  |                                      | <b>\$142,082</b>           |              |

Case management and other social services which may include housing counseling, health care, transportation assistance, vocational counseling, benefits counseling, mental health counseling, and a variety of immediate services (food, clothing, shower, laundry) for the homeless and near-homeless population of Mount Prospect.

Services for residents of Mount Prospect experiencing housing instability, including homelessness diversion, rental assistance payments, landlord mitigation, housing counseling, and/or assistance with utility payments.

Emergency shelter, counseling, safety planning, food, clothing, and case management to prevent homelessness among adults and children that are victims of domestic violence.

Specialized services to child victims and their non-offending caregivers for allegations of sexual abuse, physical abuse, and witnesses to violence.

One-on-one transportation for frail elderly residents to and from medical and dental appointments.

Specialized counseling, crisis intervention and advocacy services for Mount Prospect residents who are victims of sexual abuse and sexual assault.

Access to primary medical care to low-income uninsured and underinsured residents, including physician office visits, lab and radiology testing, prescription medications, and behavioral health services.

Search Inc operates group homes for adults with developmental and intellectual disabilities, eight of which are located in Mount Prospect. The residence on Kenilworth Lane is home to six women with disabilities. Funds will be used to upgrade the HVAC system and add a whole-house generator to ensure that the medically fragile residents can age safely in their home.

Assist income eligible, owner occupied households with necessary and often neglected home repairs that address health, safety, and code compliance issues, preserve the existing housing stock, and support neighborhood stability.

# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

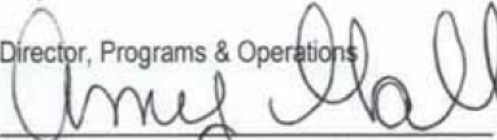
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Name for Proposed Project or Service: **Connections to Care**  
Project Location: Northwest Suburbs- Concentration in Mount Prospect  
CDBG Funding Request: \$1,800.00

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Organization Name: Connections to Care  
Unique Entity Identifier (UEI) Number: [REDACTED]

## Person Authorized to Submit Application

Name: Amy Gall  
Title: Director, Programs & Operations  
Signature: 

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

Mailing Address 1: 1801 West Central Road  
Mailing Address 2:  
City, State, Zip: Arlington Heights, IL 60005  
Telephone Number: [REDACTED]  
Fax Number: [REDACTED]  
Email Address: [REDACTED]  
Organization website: [www.connectionstocare.org](http://www.connectionstocare.org)

# Application

## *Mount Prospect Community Development Block Grant (CDBG) Program*

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

### A. Program / Project

#### 1. Description

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

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

Our unique transportation service is offered in 14 NW Cook County municipalities which include 4 Townships and 5 medical centers. Unlike other transportation services for seniors, we cross township boundaries in taking passengers to their medical appointments. Over the past 19 years, we have provided more than 39,150 critical services rides, allowing our elderly to age in place while caring for their health.

While anyone 60 years old or older can apply for our service, our average passenger is 85, on a low fixed income, and can no longer drive or take public transportation. Many are also unable to rely on family members or friends to take them to their numerous appointments. This is an expanding population that is often marginalized and underserved. Prior to Covid-19, requests for rides grew at 5%-7% annually. We anticipate this growth rate will resume as we continue to build from Covid. We are aggressively expanding our services to clients for their medical appointments. We are excited to be part of the Village of Mount Prospect Age Friendly Transportation Task Force. We are visiting local Mount Prospect low income housing sites to provide an overview of our services with other agencies.

Between 10/01/2024 and 09/30/2025 Connections to Care provided 190 rides to 20 individual Mount Prospect residents, many of whom utilized the service multiple times. These Mt. Prospect individuals represented 10% of all Connections to Care passengers and 14% of all Connections to Care rides.

#### 2. Previous CDBG Funding

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

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

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

- Yes
- No

If so, please specify how funds will be used.

## B. Service Area

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

Our service area includes 14 municipalities: Barrington, Inverness, Hoffman Estates, Schaumburg, Elk Grove Village, Palatine, Arlington Heights, Wheeling, Des Plaines, Buffalo Grove, Mount Prospect, Park Ridge, Rolling Meadows and Prospect Heights.

4 Townships: Wheeling, Elk Grove, Palatine and Schaumburg and 5 major medical centers: Northwest Community, St. Alexius, Alexian Brothers, Advocate Lutheran General and NorthShore Glenbrook

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

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

**4. What facilities, services, or programs are operated in Mount Prospect?**

Connections to Care office is located in Arlington Heights in the Senior Center 10% of our riders during the past year were Mount Prospect residents. In addition, we bring frail older adult residents from the 13 other municipalities we serve to doctors, dentists and medical facilities in Mount Prospect, including Northwest Community Healthcare's extensive network of offices and Immediate Care Center in Mount Prospect.

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

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

### C. Program / Project Client Statistics

- List services provided to clients (meals served, shelter, counseling, day care, etc.):  
Transportation of the frail older adults to and from their medical and dental appointments
- Complete the following table for low- and moderate-income persons to be assisted under the program / project for which funding is requested, excluding persons whose assistance is limited to indirect services such as information and referrals.

|   | Total Persons Served      | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|---------------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 226 Seniors               | 23 Seniors                            | 23 Seniors  |
| October 1, 2025 – present                       | 132 Seniors<br>1184 Rides | 16 Seniors<br>65 Rides                | 16 Seniors<br>65 Rides                              |
| October 1, 2024 – September 30, 2025            | 206 Seniors<br>2696 Rides | 20 Seniors<br>190 Rides               | 20 Seniors<br>190 Rides                             |

**3. Please state anticipated cost per client per service for the 2026-27 program year.**

Our passenger donations only cover less than 10% of the actual cost per ride. This ride cost is based on the number of rides we provide and our budget. The cost per one way ride is \$49.04 We did not adjust our cost per ride since 2020 because of the effects of Covid on our budget.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

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

WAll of the CDBG funds will go toward helping us serve current and new passengers. Our passengers are not charged a fee, rather they are asked for a \$7.50 donation for each one-way ride. This is an amount that is affordable to most of our fixed income passengers and those unable to donate are still able to use our service. Our passenger donations only covered less than 10.0% of the actual cost per ride. CDBG funds will go toward covering the other 90%.

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

We are aggressively expanding our services to clients of Mount Prospect for their medical appointments. We are excited to be part of the Village of Mount Prospect Age Friendly Transportation Task Force. We are visiting local Mount Prospect low income housing sites to provide an overview of our services with other agencies. These funds will help serve Mount Prospect residents that have not previously used Connections to Cares services.

6. Would this program / project exist without CDBG funding?

*(Select one)*

Yes

No

## D. Staff for Funded Program / Project

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

- a. Full-time 0
- b. Part-time 2
- c. Volunteers 98 total 85 Drivers, 8 Board Members, 5 Office & Administrative

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

Name, Title: Amy Gall, Executive Director

Phone Number: [REDACTED]

Email Address: [REDACTED]

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

8

## E. Fees and Funding Sources

1. Describe any client fees collected\*. If so describe how client fees are used.

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

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

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

2. Describe how client fees are used:

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

3. List all other funding sources received for this program / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$          | \$   |
| ESG Funds                  | \$          | \$   |
| HOME Funds                 | \$          | \$   |
| HOPWA Funds                | \$          | \$   |

Other Funds

| Source                                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|--|-------------|--|
| Other Federal Funds                        | \$ 6,800    | \$ 1,800                                     |
| State/Local Funds                          | \$ 22,294   | \$ 2,229                                     |
| Private Funds                              | \$ 23,334   | \$ 2,333                                     |
| Program Income                             | \$ 15,901   | \$ 1,590                                     |
| Other Funding Annual Appeal , Fund Raising | \$ 25,901   | \$ 2,590                                     |

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

(Select one)

- Yes  
 No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 125,650    | \$ 125,650                       | \$ 1,800                           |
| Program Year 2025            | \$ 127,850    | \$ 127,850                       | \$ 1,800                           |
| Program Year 2024            | \$ 117,263    | \$ 117,263                       | \$ 1,792                           |

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

| Use of CDBG Funds  | CDBG Amount     |
|--|-----------------|
| Payroll of employees providing direct client service*                                  | \$ 1,800        |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$              |
| Construction/Rehabilitation  | \$              |
| Other  | \$              |
| Please specify:  |                 |
| <b>Total CDBG Request</b>  | <b>\$ 1,800</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

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

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

All Applications:

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* (This is a two-page document. Please do not submit the federal form.)
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)

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\* Required attachment

# 2025 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Child Victim & Witness Services**  
Project Location: **640 Illinois Blvd, Hoffman Estates, IL 60169**  
CDBG Funding Request: **\$6,000**

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Organization Name: **Children's Advocacy Center of North and Northwest Cook County**  
Unique Entity Identifier (UEI) Number: **[REDACTED]**

## Person Authorized to Submit Application

Name: **Luna Spivey**  
Title: **Grants Coordinator**

Signature: *Luna Spivey* *04/21/2026*

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

Mailing Address 1: **640 Illinois Blvd**  
Mailing Address 2:  
City, State, Zip: **Hoffman Estates, IL 60169**  
Telephone Number: **[REDACTED]**  
Fax Number: **n/a**  
Email Address: **[REDACTED]**  
Organization website: **www.cachelps.org**

# Application

## *Mount Prospect Community Development Block Grant (CDBG) Program*

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

### A. Program / Project

#### 1. Description

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

CAC's Forensic and Advocacy Services (FAS) is the CAC's core services program that uses a Multidisciplinary Team (MDT) comprised of law enforcement, child protective services, the State's Attorney's Office and healthcare personnel, along with CAC staff, to respond to allegations of abuse. After a referral from our law enforcement or DCFS partners, CAC provides a neutral, child-friendly setting for the MDT to observe a live-feed interview with alleged child victims and witnesses. Specially trained CAC Forensic Interviewers are well-versed in child development, trauma and effective questioning and are able to elicit credible information from children that assists investigators with determining the next steps in a case.

Building on this foundation, CAC's Mental Health Services (MHS) program provides trauma-informed, evidence-based therapy to children and their non-offending caregivers to support healing and long-term stability. MHS addresses the emotional and psychological impact of abuse by offering individualized treatment plans, family engagement and services in both English and Spanish at no cost. This approach reduces barriers to care and ensures that families from underserved and historically marginalized communities can access consistent, high-quality mental health support.

CAC's Safe from the Start (SFTS) program complements these services by focusing specifically on children ages 0-5 who have been exposed to violence or trauma. SFTS provides early childhood mental health interventions that strengthen the caregiver-child relationship, support healthy development and mitigate the long-term effects of trauma during a critical developmental window. By engaging caregivers as active participants in the healing process, SFTS helps build protective factors that promote resilience and emotional well-being. All services are provided free of charge in both English and Spanish.

Together, FAS, MHS and SFTS create a coordinated, trauma-informed continuum of care that ensures children and families receive timely intervention, compassionate support and the resources needed to move toward safety and healing.

#### 2. Previous CDBG Funding

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

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

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

- Yes  
 No

## B. Service Area

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

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

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

CAC accepts referrals for the FAS program come from law enforcement and DCFS during active criminal and/or child protective investigations when a child is an alleged victim or witness. Children 3-17 qualify for a forensic interview. Children 0-17 and their non-offending family members qualify for victim/court advocacy services.

Referrals to CAC's MHS and SFTS programs are most often generated internally through the FAS program when children present with signs of trauma and emotional distress. CAC's Trauma Therapists deliver care using a structured 20-week, evidence-based treatment model, with ongoing assessments to evaluate each child's progress and determine the appropriate duration of services. Additionally, referrals may also come directly from community partners, primarily DCFS and law enforcement, including for children who have not participated in FAS. In these cases, children are eligible for services if they demonstrate symptoms of trauma or distress that warrant clinical intervention care regardless of their point of entry into CAC's programs.

**4. What facilities, services, or programs are operated in Mount Prospect?**

Mount Prospect residents receive Forensic and Advocacy Services out of the CAC's main office in Hoffman Estates. Any CAC clients receiving Mental Health Services will be seen at our Arlington Heights and Skokie offices. Teletherapy is also available for any residents unable to come into the office for whatever reason.

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

No

### C. Program / Project Client Statistics

- List services provided to clients (meals served, shelter, counseling, day care, etc.):  
Case Coordination, Forensic Interviews, Victim/Court Advocacy, and Individual, Family and Group Therapy.
- Complete the following table for low- and moderate-income persons to be assisted under the program / project for which funding is requested, excluding persons whose assistance is limited to indirect services such as information and referrals.

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2025 – September 30, 2026 (proposed) | 1,900                | 90                                    | 90  |
| October 1, 2024 – present                       | 1,394                | 70                                    | 70  |
| October 1, 2023 – September 30, 2024            | 1,867                | 80                                    | 80  |

**3. Please state anticipated cost per client per service for the 2025-26 program year.**

\$150

**2024 Income Limits**

**Household Size**

|                     | 1 Person | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
|---------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Low/Moderate-Income | \$62,800 | \$71,800  | \$80,750  | \$89,700  | \$96,900  | \$104,100 | \$111,250 | \$118,450 |

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

- How would CDBG funds be used to address the needs of low/moderate-income Mount Prospect residents (i.e., households with annual incomes at or below the amounts above)?  
CDBG fund would support the health and wellbeing of children who have been victims of abuse or experienced other forms of violence. All CAC services are provided in both English and Spanish free of charge. Child abuse victims are assumed beneficiaries of CDBG funding despite actual income.
- If you receive CDBG funds, will they be used to serve Mount Prospect residents that have not been previously served using CDBG funds?  
Yes, funds would be used to provide forensic, advocacy and mental health services for new clients who are residents of Mount Prospect.
- Would this program / project exist without CDBG funding?  
(Select one)  
 Yes  
 No

## D. Staff for Funded Program / Project

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

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

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

Name, Title:      Luna Spivey

Phone Number:    [REDACTED]

Email Address:    [REDACTED]

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

1 year

## E. Fees and Funding Sources

1. Describe any client fees collected\*. If so describe how client fees are used.

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 received for this program / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$ 0        | \$ 0   |
| ESG Funds                  | \$ 0        | \$ 0   |
| HOME Funds                 | \$ 0        | \$ 0   |
| HOPWA Funds                | \$ 0        | \$ 0   |

### Other Funds

| Source              | Total Funds  | Amount Utilized for Mount Prospect Residents |
|---------------------|--------------|--|
| Other Federal Funds | \$ 322,228   | \$ 13,791                                    |
| State/Local Funds   | \$ 1,151,038 | \$ 49,264                                    |
| Private Funds       | \$ 53,000    | \$ 2,268                                     |
| Program Income      | \$           | \$   |
| Other Funding       | \$           | \$   |

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

(Select one)

Yes

No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2025 (proposed) | \$            | \$                               | \$ 6,000                           |
| Program Year 2024            | \$ 2,151,816  | \$ 1,280,475                     | \$ 6,000                           |
| Program Year 2023            | \$ 1,937,357  | \$ 1,332,357                     | \$ 4,500                           |

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

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

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

The CAC of North and Northwest Cook County empowers children to overcome trauma from physical and sexual violence through empathetic collaboration and culturally sensitive services for the victims and their families.

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

**All Applications:**

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* *(This is a two-page document. Please do not submit the federal form.)*
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (one hard copy, electronic copy or web address where the audit can be found only)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)

# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

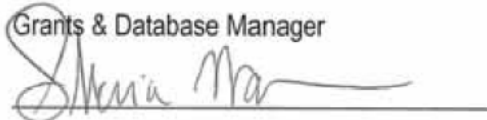
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Name for Proposed Project or Service: **Homeless Services**  
Project Location: 1140 E. Northwest Highway Palatine, IL 60074  
CDBG Funding Request: 14,000.00


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Organization Name: JOURNEYS | The Road Home  
Unique Entity Identifier (UEI) Number: 

## Person Authorized to Submit Application

Name: Shaina Makani  
Title: Grants & Database Manager  
Signature: 

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

Mailing Address 1: 1140 E. Northwest Highway  
Mailing Address 2:  
City, State, Zip: Palatine, IL 60074  
Telephone Number:   
Fax Number:  
Email Address:  
Organization website: [www.journeystheroadhome.org](http://www.journeystheroadhome.org)

# Application

## Mount Prospect Community Development Block Grant (CDBG) Program

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

### A. Program / Project

#### 1. Description

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

JOURNEYS is a non profit organization that aims to end and prevent homelessness for residents of Mount Prospect and 36 surrounding communities. We have served Mount Prospect residents since 1989, providing the only emergency shelter system and supportive services to help anyone in a housing crisis, homeless or at risk.

Our largest and most impactful program is our HOPE Day Center. The HOPE Day Center is a walk-in social service center that operates 365 days a year. Here, clients have access to everything JOURNEYS has to offer: 50 wrap-around services including mental health and substance use counseling, job and housing assistance, personalized case management, food pantry, clothing closet, primary medical care, transportation, and connection to our shelters. All services are free, and there is no limit on the number of services a client may receive or the length of time they may utilize our services. Instead, we are here for our clients for as long as they might need us.

Our services are open to anyone from the Village of Mount Prospect who is either homeless or at risk of becoming homeless. Upon entry each client receives a comprehensive intake and assessment and creates a goal plan with their case manager based on their unique strengths needs, and resources. Common goals include obtaining/maintaining housing, gaining employment, and building their personal safety net. The most requested services include case management, showers, street outreach, housing counseling, and food pantry, showing how there is not one singular solution to helping clients achieve housing stability. Funding will be used to serve CDBG qualified Mount Prospect residents at our HOPE Day Center.

#### 2. Previous CDBG Funding

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

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

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

Yes

No

If so, please specify how funds will be used.

NA

## B. Service Area

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

We serve 37 communities in north and northwest suburban Cook County, including Arlington Heights, Barrington, Barrington Hills, Bartlett, Bensenville, Buffalo Grove, Deerfield, Deer Park, Des Plaines, East Dundee, Elk Grove Village, Glencoe, Glenview, Golf, Hanover Park, Hoffman Estates, Inverness, Kenilworth, Lincolnwood, Morton Grove, Mt. Prospect, Niles, Northbrook, Northfield, Palatine, Park Ridge, Prospect Heights, Rolling Meadows, Roselle, Rosemont, Schaumburg, Skokie, South Barrington, Streamwood, Wheeling, Wilmette, and Winnetka.

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

There are only two criteria required for eligibility 1). Reside in our service area. 2). Experiencing some form of housing insecurity.

**4. What facilities, services, or programs are operated in Mount Prospect?**

Mount Prospect is the 5<sup>th</sup> largest city in our service area by client population. Volunteers and faith communities in Mount Prospect provide essential support for our agency by serving at the HOPE Day Center or our shelter sites, and preparing meals and support for our shelters.

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

JOURNEYS has been serving Mount Prospect since 1989. We are the only organization in our service area to provide a comprehensive Continuum of Care to guide people from experiences of homelessness to obtaining housing. Mount Prospect is a significant source of our client population, with 5% of our population served last year coming from Mount Prospect. The free services we provide village residents offset costs typically absorbed by hospitals, municipalities, and legal systems. The agency does not duplicate services, and works with other agencies in the region to ensure that services are not duplicated and that best practices are followed.

### C. Program / Project Client Statistics

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

The HOPE Day Center provides clients with access to 50 wrap-around social services that address both critical and long-term needs. HOPE Center services include case management, school advocacy, transportation assistance, bike repair, healthcare, and various counseling services such as mental health, substance abuse, benefits, vocational, and housing counseling. Through the HOPE Center, clients also have access to the food pantry, clothing closet, haircuts, mail, laundry facility, and shower facility.

In FY25, 1,051 children and adults received wrap-around services and 92,000 meals. We provided 25,751 services to meet the diverse needs of our clients. The top 10 services included: 10,396 case management sessions, 3,373 showers, 2,285 street outreach visits, 1,860 housing counseling sessions, 1,707 food pantry visits, 1,458 clothing closet visits, 1,173 laundry loads, 968 general counseling sessions, 740 personal grooming closet visits, and 323 health care sessions.

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

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 955                  | 50                                    | 50  |
| October 1, 2025 – present                       | 626                  | 38                                    | 38  |
| October 1, 2024 – September 30, 2025            | 920                  | 34                                    | 34  |

**3. Please state anticipated cost per client per service for the 2026-27 program year.**

All services are free to all clients, and there is no limit or timeline enforced on the number of services or the length of time the client has in the program. The clinical staff tracks the estimated cost of services, with case management, mental health services, counseling, job and housing services tracked at \$66.00/hour; other services such as food pantry, clothing closet, showers, and laundry are tracked at \$31.00/hour. Health care services provided by JOURNEYS partner, Heartland Alliance Health, are recorded but the cost is not tracked since the service is provided by Heartland's medical team. In addition, services provided to children are also recorded, but the cost is only tracked under the parent's services. In FY25 we provided \$381,465.00 in direct HOPE Center services. In FY26, we average \$4,663 per quarter for Mount Prospect clients.

**2025 Income Limits**

**Household Size**

|                     | 1 Person | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
|---------------------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Low/Moderate-Income | \$67,150 | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

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

JOURNEYS will meet its CDBG goals by providing comprehensive social services to Mount Prospect residents. All of JOURNEYS clients qualify as low-income. All clients are currently experiencing homelessness or are at risk of homelessness. 44% of clients have no income at all, relying on JOURNEYS secure their basic needs, while 9 out of 10 clients qualify as 'Extremely Low Income' based on AMI. To serve the unhoused and low income populations of Mount Prospect, the agency will work with its partners in Mount Prospect and other communities to provide best-practice intervention and case management for those in need of agency services. Additionally, JOURNEYS will continue to reach out to the larger Mount Prospect community through volunteer opportunities, community events, tours, speaking engagements, and social media posts.

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

We serve anyone from Mount Prospect who seeks our services.

**6. Would this program / project exist without CDBG funding?**

*(Select one)*

Yes

No

**D. Staff for Funded Program / Project**

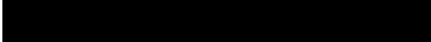
1. Total number of staff employed by agency for this program / project:

- a. Full-time                    25
- b. Part-time                    10
- c. Volunteers                2000

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

Name, Title:        Shaina Makani, Grants & Database Manager

Phone Number: 

Email Address: 

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

## E. Fees and Funding Sources

1. Describe any client fees collected\*. If so describe how client fees are used.

No fee is collected

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

2. Describe how client fees are used:

n/a

3. List all other funding sources received for this program / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$          | \$   |
| ESG Funds                  | \$ 25,000   | \$ 1,500                                     |
| HOME Funds                 | \$          | \$   |
| HOPWA Funds                | \$          | \$   |

### Other Funds

| Source                     | Total Funds  | Amount Utilized for Mount Prospect Residents |
|----------------------------|--------------|--|
| Other Federal Funds        | \$ 285,000   | \$ 17,100                                    |
| State/Local Funds          | \$ 553,000   | \$ 33,180                                    |
| Private Funds              | \$ 1,061,712 | \$ 63,702                                    |
| Program Income             | \$           | \$   |
| Other Funding event income | \$ 196,419   | \$ 11,785                                    |

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

(Select one)

Yes

No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 2,422,007  | \$ 888,598                       | \$ 14,000                          |
| Program Year 2025            | \$ 2,306,674  | \$ 846,284                       | \$ 13,000                          |
| Program Year 2024            | \$ 2,182,403  | \$ 766,351                       | \$ 8,200                           |

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

| Use of CDBG Funds  | CDBG Amount      |
|--|------------------|
| Payroll of employees providing direct client service*                                  | \$               |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$ 14,000        |
| Construction/Rehabilitation  | \$               |
| Other  | \$               |
| Please specify:  |                  |
| <b>Total CDBG Request</b>  | <b>\$ 14,000</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

(The selection should reflect the purpose of your agency's proposed program / project.)

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

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

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

The mission of JOURNEYS is to individually assess and serve the unhoused and at-risk of homelessness, while broadening community awareness and involvement with the homeless

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

**All Applications:**

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* (This is a two-page document. Please do not submit the federal form.)
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)

# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Homelessness Diversion and Prevention in Mount Prospect**  
Project Location: 1300 W Northwest Highway, Mount Prospect, IL 60056  
CDBG Funding Request: \$15,000

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Organization Name: Northwest Compass, Inc.

Unique Entity Identifier (UEI) Number: 

## Person Authorized to Submit Application

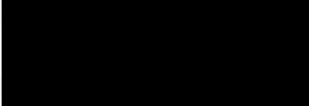
Name: Sonia Ivanov

Title: Executive Director

Signature: 

---

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

Mailing Address 1: 1300 W Northwest Highway  
Mailing Address 2:  
City, State, Zip: Mount Prospect, IL 60056  
Telephone Number:   
Fax Number:  
Email Address:  
Organization website: [www.northwestcompass.org](http://www.northwestcompass.org)

# Application

## *Mount Prospect Community Development Block Grant (CDBG) Program*

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

### A. Program / Project

#### 1. Description

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

Funds requested from Village of Mount Prospect CDBG will be used to help make housing more affordable and accessible to residents of Mount Prospect by providing problem-solving case management and diversion funds to residents of Mount Prospect experiencing housing instability. Currently, housing and rent prices are at an all-time high in the Northwest Suburbs. Many people are in need of limited financial assistance to get them through a housing crisis upon experiencing a hardship such as job loss, medical expense, or illness. Services provided will be based on the individuals' needs and may include homelessness diversion, rental assistance payments, landlord mitigation, housing counseling, and/or assistance with utility payments. The goal of homelessness diversion is to do everything possible to keep someone housed and if that's not possible then we strive to make homelessness a rare, brief, and one-time occurrence. Our staff works one-on-one with each client to ensure we can utilize our resources to the greatest advantage to improve each clients' housing outcome. With additional funds from Mount Prospect CDBG we can ensure that Mount Prospect residents will have a safety net when they need it and that we will have funding for our case managers who are essential to program success.

#### 2. Previous CDBG Funding

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

Yes, we receive CDBG funds from Mount Prospect other municipalities annually including Arlington Heights, Palatine, Schaumburg, and Skokie.

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

- Yes  
 No

If so, please specify how funds will be used.

N/A

## B. Service Area

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

We serve the Northwest Suburbs of Cook County. This area includes 67 different communities including 14 townships including; Barrington Township, Elk Grove Township, Elgin Township, Evanston Township, Hanover Township, Leyden Township, Maine Township, New Trier Township, Niles Township, Northfield Township, Norwood Park Township, Palatine Township, Schaumburg Township, and Wheeling Township.

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

All residents of The Village of Mount Prospect who are experiencing a housing crisis or homelessness are eligible for our Housing Program. Participants must reside within the boundaries of the Village of Mount Prospect and meet the low-income criteria as defined by HUD. They should either be in a housing crisis, in danger of being evicted, or meet HUD's definition of homelessness in order to receive assistance.

**4. What facilities, services, or programs are operated in Mount Prospect?**

Our office is located in Mount Prospect. This is where we administer our services although we have a very large service area that served the Northwest Suburbs of Cook. At our office location in Mount Prospect, we operate a walk-in center Monday through Friday from 9 am-5pm so that people can walk in to talk with someone and access services. At this location we have a very busy food pantry serving 800-1000 people monthly. This location is where all of our housing case managers are located and where we provide Street Outreach services, youth programming, and all of our essential supportive wrap-around services.

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

Currently, we are the lead agency in the Northwest Suburbs of Suburban Cook County for Coordinated Entry – a HUD mandated initiative to coordinate housing and supportive services resources in the Suburban Cook area. All social service agencies receiving HUD and State of Illinois funding are required to refer clients to an agency such as ours for housing assistance. Although there are other agencies in the area providing services to housing insecure and homeless individuals, our services are the most comprehensive. We are the only agency in the area providing Street Outreach to homeless individuals who are on the streets. We have excellent working partnerships with like-minded organizations in the area such as The Bridge Youth & Family Services, Harper College, Journeys the Road Home, Wings, The Harbor, Center of Concern, Faith Community Homes, Good Neighbors Network, among others in order to prevent service duplication.

### C. Program / Project Client Statistics

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

We provide comprehensive services that are based on client need. Within our Housing Program we offer Permanent Supportive Housing, Rapid Rehousing, Housing Counseling, Housing Navigation, Street Outreach, Homelessness Diversion and Prevention, and essential wrap-around services. Clients working with a case manager for homelessness diversion and prevention will receive solution-focused, trauma informed housing counseling services. All cases are different but in many instances we provide housing navigation, landlord mitigation, limited financial assistance, limited legal aid, transportation assistance, assistance with applying for mainstream benefits, educational opportunities, and more.

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

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 7200                 | 760                                   | 68+   |
| October 1, 2025 – present                       | 3405                 | 438                                   | 37  |
| October 1, 2024 – September 30, 2025            | 6624                 | 745                                   | 61  |

3. Please state anticipated cost per client per service for the 2026-27 program year.

The cost per client per service is between \$150-\$175. Financial assistance provided to the client is in addition to that cost and is based on individual need.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

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

All of our clients are at either zero, low, or moderate income levels. Each individual that comes to us for assistance will undergo a comprehensive intake process and will be offered wrap-around services based on their individual needs. Case managers will work with each client to determine the appropriate services for their needs, provide in-depth counseling on their options, and work with them to ensure that they can either retain the housing they have currently or help to locate safe and affordable housing options for them in order to prevent homelessness or make it a one-time, brief occurrence. With limited diversion funds, some clients may receive financial assistance to pay for rent, utilities, or transportation if available.

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

Yes, we can assume that we will have new clients from Mount Prospect that have not been served by CDBG funds previously. Due to the rising costs of living and lack of affordable housing in our area we expect demand for our services across our entire service area to increase.

6. **Would this program / project exist without CDBG funding?**

*(Select one)*

- Yes
- No

## D. Staff for Funded Program / Project

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

- a. Full-time                      6
- b. Part-time                      3
- c. Volunteers                    2

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

Name, Title:     Anna Klimkowicz

Phone Number: [REDACTED]

Email Address: [REDACTED]

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

Anna has been with Northwest Compass for 13+ years.

## E. Fees and Funding Sources

1. Describe any client fees collected\*. If so describe how client fees are used.

We do not provide a fee for services. All services are provided at no cost.

\* 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 / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$ 0        | \$ 0   |
| ESG Funds                  | \$ 280,670  | \$ 33,680                                    |
| HOME Funds                 | \$ 0        | \$ 0   |
| HOPWA Funds                | \$ 0        | \$ 0   |

### Other Funds

| Source              | Total Funds  | Amount Utilized for Mount Prospect Residents |
|---------------------|--------------|--|
| Other Federal Funds | \$ 1,558,065 | \$ 186,968                                   |
| State/Local Funds   | \$ 700,457   | \$ 84,055                                    |
| Private Funds       | \$ 46,500    | \$ 5,580                                     |
| Program Income      | \$ N/A       | \$ 0   |
| Other Funding       | \$ 126,300   | \$ 15,156                                    |

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

(Select one)

Yes

No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 2,139,937  | \$ 398,000                       | \$ 15,000                          |
| Program Year 2025            | \$ 2,473,422  | \$ 395,000                       | \$ 10,380                          |
| Program Year 2024            | \$ 2,456,468  | \$ 380,000                       | \$ 8,600                           |

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

| Use of CDBG Funds  | CDBG Amount      |
|--|------------------|
| Payroll of employees providing direct client service*                                  | \$ 12,000        |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$ 3,000         |
| Construction/Rehabilitation  | \$               |
| Other  | \$               |
| Please specify:  |                  |
| <b>Total CDBG Request</b>  | <b>\$ 15,000</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

We enhance the community by providing emergency services, education and empowerment which foster personal responsibility for those who are vulnerable or in crisis.

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

**All Applications:**

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* *(This is a two-page document. Please do not submit the federal form.)*
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe) 2024 Northwest Compass Annual Report


# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

---

Name for Proposed Project or Service: **Sexual Violence Intervention Services**  
Project Location: 415 West Golf Road, Suite 47, Arlington Heights, IL 60005  
**CDBG Funding Request:** \$15,000

---

Organization Name: Northwest Center Against Sexual Assault  
Unique Entity Identifier (UEI) Number: 

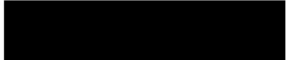
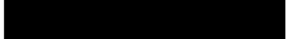

### Person Authorized to Submit Application

Name: Rebecca Plascencia

Title: Deputy Director

Signature:   
Signed by:  
8A8A9A300FFB407

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

Mailing Address 1: 415 West Golf Road  
Mailing Address 2: Suite 47  
City, State, Zip: Arlington Heights, IL 60005  
Telephone Number:   
Fax Number:   
Email Address:   
Organization website: [www.nwcasa.org](http://www.nwcasa.org)

# Application

## Mount Prospect Community Development Block Grant (CDBG) Program

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

### A. Program / Project

#### 1. Description

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

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

Counseling is offered for individuals, families, and groups both in-person and virtually. All counseling is provided by specially trained masters level therapists who have expertise in working with sexual violence victims of all demographics.

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

Advocacy services include 24/7 emergency room response to 9 area hospitals and 24/7 criminal justice advocacy on behalf of victims who are at the police station or whose cases are being adjudicated in court both at the Roling Meadows and Skokie courthouses. Advocacy services are provided by trained staff and volunteers and are available in both English and Spanish.

#### 2. Previous CDBG Funding

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

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

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

- Yes  
 No

If so, please specify how funds will be used.

N/A

## B. Service Area

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

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

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

We provide services to anyone who has experienced sexual harm within our service area, whether directly or indirectly. The exception is that we are unable to serve someone who is or has been a perpetrator of sexual violence.

**4. What facilities, services, or programs are operated in Mount Prospect?**

NWCASA's main office is located in Arlington Heights and all services are available to Mount Prospect residents.

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

No. NWCASA is the only agency covering this service area that can provide services to adult and child survivors under the Illinois absolute privilege statute. This provides victims with stronger protections and more control over their lives. Victims can confide in rape crisis center staff knowing that they run little risk of having those communications disclosed publicly unless they consent to such disclosure.

**C. Program / Project Client Statistics**

- List services provided to clients (meals served, shelter, counseling, day care, etc.):**  
 NWCASA is requesting funds specifically for our Sexual Violence Intervention Program which includes individual, family, and group counseling; a 24/7 crisis hotline; 24/7 medical advocacy at 9 local hospitals; and criminal justice advocacy at 29 police departments and 2 courthouses (Rolling Meadows and Skokie).
- Complete the following table for low- and moderate-income persons to be assisted under the program / project for which funding is requested, excluding persons whose assistance is limited to indirect services such as information and referrals.**

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 510                  | 20                                    | 18  |
| October 1, 2025 – present                       | 260                  | 11                                    | 11  |
| October 1, 2024 – September 30, 2025            | 506                  | 16                                    | 17  |

- Please state anticipated cost per client per service for the 2026-27 program year.**  
 NWCASA anticipates a cost between \$6,000 - \$8,000 per client during the 2026-27 program year depending on individual client needs and length of service required.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

- How would CDBG funds be used to address the needs of low/moderate-income Mount Prospect residents (i.e., households with annual incomes at or below the amounts above)?**  
 NWCASA provides all services at no cost to Mount Prospect residents. Because the services are free, the agency finds that an overwhelming number of clients qualify as low/moderate-income. NWCASA operates on the philosophy that free services should remain high-quality and innovative. Furthermore, people don't plan for sexual assault/abuse and nobody should go without healing services because they can't afford to pay.
- If you receive CDBG funds, will they be used to serve Mount Prospect residents that have not been previously served using CDBG funds?**  
 NWCASA expects that current Mount Prospect residents would phase out of the program and that new Mount Prospect residents will be served. There may be some overlap for clients who are in counseling or have a pending legal advocacy needs
- Would this program / project exist without CDBG funding?**  
 (Select one)

Yes  
 No

**D. Staff for Funded Program / Project**

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

- a. Full-time                      19
- b. Part-time                        0
- c. Volunteers                      7

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

Name, Title:        Rebecca Plascencia, Deputy Director & Domi Diduch, Administrative Coordinator

Phone Number: [REDACTED]

Email Address: [REDACTED]

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

Rebecca has been with NWCASA for over 14 years and Domi started with the organization in August 2025 and is under Rebecca's leadership.

**E. Fees and Funding Sources**

1. Describe any client fees collected\*. If so describe how client fees are used.

none, all services are free to those who need them.

\* 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 / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$ 0        | \$ 0   |
| ESG Funds                  | \$ 0        | \$ 0   |
| HOME Funds                 | \$ 0        | \$ 0   |
| HOPWA Funds                | \$ 0        | \$ 0   |

**Other Funds**

| Source              | Total Funds | Amount Utilized for Mount Prospect Residents |
|---------------------|-------------|--|
| Other Federal Funds | \$ 498,116  | \$ 21,074                                    |
| State/Local Funds   | \$ 733,191  | \$ 31,013                                    |
| Private Funds       | \$ 0        | \$ 0   |
| Program Income      | \$ 0        | \$ 0   |
| Other Funding       | \$ 512,463  | \$ 21,677                                    |

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

(Select one)

Yes

No

**F. Budget**

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 1,954,796  | \$ 1,743,770                     | \$ 15,000                          |
| Program Year 2025            | \$ 1,866,874  | \$ 1,673,734                     | \$ 10,000                          |
| Program Year 2024            | \$ 1,731,902  | \$ 1,583,488                     | \$ 6,600                           |

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

| Use of CDBG Funds  | CDBG Amount      |
|--|------------------|
| Payroll of employees providing direct client service*                                  | \$ 15,000        |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$               |
| Construction/Rehabilitation  | \$               |
| Other  | \$               |
| Please specify:  |                  |
| <b>Total CDBG Request</b>  | <b>\$ 15,000</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

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

### All Applications:

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* (This is a two-page document. Please do not submit the federal form.)
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)

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\* Required attachment

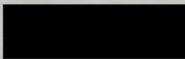
# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Single Family Repair Program (SFR)**  
Project Location: Mt. Prospect  
CDBG Funding Request: \$150,000.00

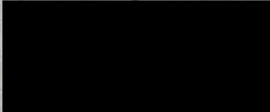
---

Organization Name: North West Housing Partnership  
Unique Entity Identifier (UEI) Number: 

## Person Authorized to Submit Application

Name: Paula Bush  
Title: Executive Director  
Signature: 

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

Mailing Address 1: 1701 E. Woodfield Rd 203  
Mailing Address 2:  
City, State, Zip: Schaumburg, IL 60173  
Telephone Number:   
Fax Number:  
Email Address:  
Organization website: nwhp.net

# Application

## *Mount Prospect Community Development Block Grant (CDBG) Program*

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

### A. Program / Project

#### 1. Description

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

The goal of the Home Repair Program is to assist income eligible, owner occupied households with necessary and often neglected home repairs that address health, safety, and code compliance issues, preserve the existing housing stock, and support neighborhood stability.

#### 2. Previous CDBG Funding

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

NWHP has received CDBG funds before. City of Des Plaines, Village of Hoffman Estates, Village of Mount Prospect, Village of Schaumburg, Village of Skokie  
Previously Cook County - CDBG program

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

Yes

No

If so, please specify how funds will be used.

## B. Service Area

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

NWHP's services area is primarily municipalities in northwest suburban Cook County

2. Does this program / project serve residents of the Village of Mount Prospect?

Yes  
 No

3. Describe any additional criteria for your program / project.

NWHP adheres to the HUD eligibility and compliance criteria for the SFR program.

4. What facilities, services, or programs are operated in Mount Prospect?

The Single Family Repair Program is operated in Mount Prospect.

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

No, there are no other HUD approved agencies that administer the SFR program in Mt Prospect.

### C. Program / Project Client Statistics

- List services provided to clients (meals served, shelter, counseling, day care, etc.):  
Home repair/rehab services
- Complete the following table for low- and moderate-income persons to be assisted under the program / project for which funding is requested, excluding persons whose assistance is limited to indirect services such as information and referrals.

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 6                    | 6                                     | 6   |
| October 1, 2025 – present                       | 5                    | 5                                     | 5   |
| October 1, 2024 – September 30, 2025            | 1                    | 1                                     | 1   |

- Please state anticipated cost per client per service for the 2026-27 program year.  
NWHP anticipates using up to \$25,000.00 per household for repair.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

- How would CDBG funds be used to address the needs of low/moderate-income Mount Prospect residents (i.e., households with annual incomes at or below the amounts above)?  
NWHP will help low to moderate income homeowners that residents that are unable to address much needed home repair due to the high cost for material and contractor labor.
- If you receive CDBG funds, will they be used to serve Mount Prospect residents that have not been previously served using CDBG funds?  
Yes, NWHP will prioritize low to moderate homeowners that have not previously used the home repair program.
- Would this program / project exist without CDBG funding?  
(Select one)  
 Yes  
 No

## D. Staff for Funded Program / Project

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

- a. Full-time                    3
- b. Part-time                    1
- c. Volunteers                 0

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

Name, Title:     Paula Bush, Executive Director

Phone Number: [REDACTED]

Email Address: [REDACTED]

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

## E. Fees and Funding Sources

1. Describe any client fees collected\*. If so describe how client fees are used.

No client fees are collected to participate in the repair program

\* 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 / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$ 0        | \$ 0   |
| ESG Funds                  | \$ 0        | \$ 0   |
| HOME Funds                 | \$ 0        | \$ 0   |
| HOPWA Funds                | \$ 0        | \$ 0   |

### Other Funds

| Source              | Total Funds | Amount Utilized for Mount Prospect Residents |
|---------------------|-------------|--|
| Other Federal Funds | \$ 0        | \$ 0   |
| State/Local Funds   | \$ 0        | \$ 0   |
| Private Funds       | \$ 0        | \$ 0   |
| Program Income      | \$ 0        | \$ 0   |
| Other Funding 0     | \$ 0        | \$ 0   |

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

(Select one)

Yes

No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 0          | \$ 150,000                       | \$ 150,000                         |
| Program Year 2025            | \$ 0          | \$ 100,000                       | \$ 100,000                         |
| Program Year 2024            | \$ 0          | \$ 0                             | \$ 0                               |

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

| Use of CDBG Funds  | CDBG Amount       |
|--|-------------------|
| Payroll of employees providing direct client service*                                  | \$ 0              |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$ 0              |
| Construction/Rehabilitation  | \$ 127,500        |
| Other  | \$ 22,500         |
| Please specify: Program Admin fee 15%  |                   |
| <b>Total CDBG Request</b>  | <b>\$ 150,000</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

Established in 1990, North West Housing Partnership (NWHP) is a nonprofit agency that promotes public and private partnerships that create and preserve cost-effective quality housing for low to moderate income residents and workers through housing development and renovation, education, and advocacy.

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

**All Applications:**

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* *(This is a two-page document. Please do not submit the federal form.)*
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)


# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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Name for Proposed Project or Service: **Access to Care**  
Project Location: Village of Mount Prospect  
**CDBG Funding Request:** \$7000

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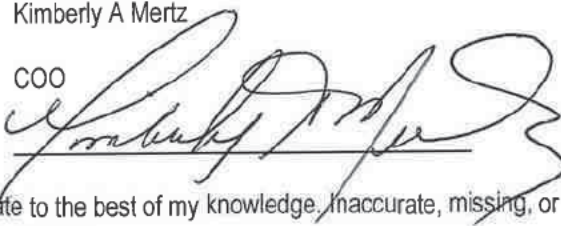
Organization Name: Suburban Primary Health Care Council  
Unique Entity Identifier (UEI) Number: 

## Person Authorized to Submit Application

Name: Kimberly A Mertz

Title: COO

Signature:



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

Mailing Address 1: 2225 Enterprise Dr  
Mailing Address 2: Suite #2507  
City, State, Zip: Westchester, IL 60154  
Telephone Number:   
Fax Number:   
Email Address:   
Organization website: [www.accesstocare.org](http://www.accesstocare.org)

# Application

## Mount Prospect Community Development Block Grant (CDBG) Program

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

### A. Program / Project

#### 1. Description

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

The Access to Care program provides access to primary medical care to low-income residents of suburban Cook County and NW Chicago who are ineligible for medical coverage. Members may have an unlimited number of office visits to their assigned physician, routine lab tests and x-rays for a \$5 co-payment. Members pay \$15 - \$40 co-payment for prescription medications. Behavioral Health Services are provided as an extension of primary health care. Up to Eight counseling sessions are available through a social worker for a \$5 co-payment per session. Additional sessions are available on a sliding scale fee. Access to Care has an Opioid Risk Management program with real time analysis done at the point of sale where the dosage or duration of therapy may be excessive. Addiction/substance abuse medications are also part of the program coverage to help prevent withdrawal symptoms caused by stopping opioid drug usage. This includes Narcan. Access to Care patients fill their prescriptions at all major pharmacy chains. Flu and Pneumonia vaccines are available at a zero co-payment. Addressing the critical health needs of our members, ATC has launched a diabetes education program. Our staff members became trained and certified to lead Diabetes Education Empowerment Program (DEEP™) workshops, equipping participants with essential self-management tools. Access to Care continues to offer a Rx Relief Fund which allows members to receive help covering the cost of their prescription co-payments. Enrollment fees for the program remain suspended ensuring that all individuals are able to access health coverage.

#### 2. Previous CDBG Funding

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

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

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

- Yes  
 No

If so, please specify how funds will be used.

## B. Service Area

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

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

2. **Does this program / project serve residents of the Village of Mount Prospect?**

Yes  
 No

3. **Describe any additional criteria for your program / project.**

Access to Care serves low income (below 300% of the federal poverty level) who are uninsured and who are not eligible for public programs such as Medicaid.

4. **What facilities, services, or programs are operated in Mount Prospect?**

Physicians, laboratory /radiology sites and participating pharmacies are available throughout the suburban Cook county area.

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

no

### C. Program / Project Client Statistics

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

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

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 5000                 | 250                                   | 22  |
| October 1, 2025 – present                       | 488                  | 173                                   | 22  |
| October 1, 2024 – September 30, 2025            | 6705                 | 241                                   | 21  |

3. Please state anticipated cost per client per service for the 2026-27 program year.  
ATC anticipates the per person cost to remain similar to the 2025-2026 budgeted amount of \$643.00 per person annually. And \$314.91 per person annually for direct provider costs.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

4. How would CDBG funds be used to address the needs of low/moderate-income Mount Prospect residents (i.e., households with annual incomes at or below the amounts above)?  
A grant of \$7,000 would assist Access to Care in providing direct provider services to 22 residents of Mount Prospect into the Access to Care program for one year. They would be assigned to a primary care physician and would be allowed an unlimited number of \$5 physician office visits to their assigned primary care provider. Additionally, they can have an unlimited number of routine laboratory tests and x-rays for \$5 copayments per specimen or x-ray. They can fill their prescriptions written by their ATC physician at all major pharmacy chains for \$15 per generic medication, \$30 for preferred brand name prescriptions and \$40 for non-preferred brand name prescriptions. Access to Care can also facilitate appointments for specialty care within the Cook County Health and Hospital referral program.

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

6. **Would this program / project exist without CDBG funding?**

*(Select one)*

Yes

No

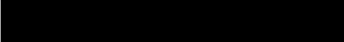
**D. Staff for Funded Program / Project**

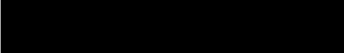
**1. Total number of staff employed by agency for this program / project:**

- a. Full-time                    8
- b. Part-time                    1
- c. Volunteers                 19

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

Name, Title:     Kimberly A. Mertz, COO

Phone Number: 

Email Address: 

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

36 years

## E. Fees and Funding Sources

**1. Describe any client fees collected\*. If so describe how client fees are used.**

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

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

**2. Describe how client fees are used:**

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

**3. List all other funding sources received for this program / project and portion allocated for Mount Prospect residents:**

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$          | \$   |
| ESG Funds                  | \$          | \$   |
| HOME Funds                 | \$          | \$   |
| HOPWA Funds                | \$          | \$   |

**Other Funds**

| Source  | Total Funds  | Amount Utilized for Mount Prospect Residents |
|---|--------------|--|
| Other Federal Funds   | \$           | \$   |
| State/Local Funds   | \$ 2,105,000 | \$ 84,200                                    |
| Private Funds   | \$ 825,000   | \$ 33,000                                    |
| Program Income  | \$ 0         | \$ 0   |
| Other Funding special events, special investments, service contracts, individual donations & reserves | \$ 285,000   | \$ 11,400                                    |

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

(Select one)

- Yes  
 No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget      | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|--------------------|----------------------------------|------------------------------------|
| Program Year 2027 (proposed) | \$ similar to 2026 | \$ similar to 2026               | \$ 7,000                           |
| Program Year 2026            | \$ 3,215,000       | \$ 3,215,000                     | \$ 7,000                           |
| Program Year 2025            | \$ 2,759,000       | \$ 2,759,000                     | \$ 5,800                           |

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

| Use of CDBG Funds  | CDBG Amount    |
|--|----------------|
| Payroll of employees providing direct client service*  | \$             |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)                   | \$             |
| Construction/Rehabilitation  | \$             |
| Other  | \$ 7,000       |
| Please specify: special events, special investments, service contracts, individual donations & reserves. |                |
| <b>Total CDBG Request</b>  | <b>\$ 7000</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

*(The selection should reflect the purpose of your agency's proposed program / project.)*

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

*(The selection should reflect the result your agency would like to accomplish.)*

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

The Mission of the Suburban Primary Health Care Council is to facilitate access to primary health care services for residents of suburban Cook County and northwest Chicago who lack access because of financial barriers.

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

#### All Applications:

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* (This is a two-page document. Please do not submit the federal form.)
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe)

# 2026 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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

Project Location: Confidential location in the Northwest Suburbs and Chicago

**CDBG Funding Request:** \$6,500

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Organization Name: WINGS Program, Inc.

Unique Entity Identifier (UEI) Number: [REDACTED]

Person Authorized to Submit Application

Name: Luticia Fiorito

Title: Director of Grants

Signature: Luticia Fiorito, MS  
Digitally signed by Luticia Fiorito, MS  
Date: 2026.04.20 16:23:22 -05'00'

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

Mailing Address 1: P.O. Box 95615  
Mailing Address 2:  
City, State, Zip: Palatine, Illinois 60095  
Telephone Number: [REDACTED]  
Fax Number: [REDACTED]  
Email Address: [REDACTED]  
Organization website:

# Application

## Mount Prospect Community Development Block Grant (CDBG) Program

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

### A. Program / Project

#### 1. Description

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

WINGS Emergency Domestic Violence Shelter and Counseling

#### 2. Previous CDBG Funding

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

Yes, WINGS is grateful for CDGB funding from the Village of Mount Prospect. WINGS has also received CDBG funding from Arlington Heights, Cicero, Hanover Park, Palatine, Schaumburg, Skokie and Cook County.

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

- Yes  
 No

If so, please specify how funds will be used.

n/a

## B. Service Area

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

WINGS services are delivered in Cook County and the majority of its clients are from Cook County. However, WINGS serves anyone fleeing domestic violence regardless of their original location whether it be local, statewide or nationwide. WINGS serves clients from the Village of Mount Prospect and surrounding communities, such as Arlington Heights, Elk Grove, Palatine, Hoffman Estates, Wheeling, Des Plaines, and others.

**2. Does this program / project serve residents of the Village of Mount Prospect?**

- Yes  
 No

**3. Describe any additional criteria for your program / project.**

The only criteria is that individuals or families are fleeing domestic violence. WINGS does not discriminate against anyone seeking services regardless of their age, gender, race, ethnicity, LGBTQI+, Veteran status, LMI, disability or immigration status. WINGS Safe Houses are two of very few domestic violence shelters that accommodate males over 13, transgender individuals and large families.

**4. What facilities, services, or programs are operated in Mount Prospect?**

WINGS services are available to all Mount Prospect residents. WINGS' Housing Services operate as Scattered Site models which empowers clients to secure permanent housing that meets their financial, emotional and mental safety. Some clients have secured housing at confidential locations in Mount Prospect. In addition, WINGS Pantry (InKind Distributions) program is currently located in Mount Prospect.

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

WINGS operates the only domestic violence shelter in northwest Cook County. WINGS Safe Houses are two of very few domestic violence shelters that accommodate males over 13, transgender individuals and large families.

WINGS is the largest provider of domestic violence services in Illinois. In Fiscal Year 2025 WINGS provided 1,365 program participants with 118,761 nights of emergency, transitional and permanent supportive housing along with individualized and comprehensive services. WINGS coordinates with other domestic violence service agencies in Cook County, as well as across the Chicago metropolitan area and state of Illinois through the Illinois Domestic Violence Hotline to avoid duplication of clients. WINGS also has referral partnerships for clients who require culturally or linguistically specific services to partner agencies that have skills and experience to best serve these clients. For example, WINGS partners with Apna Ghar, KANWIN and Mujeres Latinas en Accion. With all these agencies working together, the demand for domestic violence services still exceeds available shelter beds and services. In 2025, the Illinois Domestic Hotline reported receiving 69,748 calls for assistance, at 17% increase over 2024.

### C. Program / Project Client Statistics

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

WINGS provides emergency shelter through WINGS two Safe Houses, food, clothing, personal care, children's items, baby/infant items, school supplies, advocacy (housing, legal, victim, child, employment), safety planning, access to transportation, child care and Mainstream benefits, and WINGS Transitional Housing (shared and independent), Permanent Supportive, and Rapid Rehousing. WINGS Adult Domestic Violence Counseling and Children and Family Services offers individual adult, child, family and group counseling on site at the Safe Houses and at WINGS Foglia Family Services in Rolling Meadows.

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

|   | Total Persons Served | Total Mount Prospect Residents Served | Total Mount Prospect Residents Served by CDBG Funds |
|---|----------------------|---------------------------------------|---|
| October 1, 2026 – September 30, 2027 (proposed) | 1,382                | 22                                    | 6   |
| October 1, 2025 – present                       | 1,047                | 19                                    | 5   |
| October 1, 2024 – September 30, 2025            | 1,202                | 12                                    | 4   |

**3. Please state anticipated cost per client per service for the 2026-27 program year.**

Currently, WINGS Suburban Safe House is \$71.26 per person per night and \$65.99 per person per night at WINGS Metro Safe House. One hour of counseling is \$63 per hour. Cost per unit of service will be recalculated at the beginning of the new fiscal year in July 2026.

| 2025 Income Limits  | Household Size |           |           |           |           |           |           |           |
|---------------------|----------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
|                     | 1 Person       | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
| Low/Moderate-Income | \$67,150       | \$76,750  | \$86,350  | \$95,900  | \$103,600 | \$111,250 | \$118,950 | \$126,600 |

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

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

Funding would be used Village of Mount Prospect residents who seek shelter at WINGS Safe Houses or participate in WINGS domestic violence counseling services, including individual adult, child, family and group formats. WINGS would also utilize funding to provide legal advocacy to residents, such as assistance with orders of protection, education in domestic violence and victim's rights, resources and referrals to attorneys and legal aid.

In PY2024-2025, WINGS provided residents with 210 nights of emergency shelter and 116 hours of counseling at its two safe houses.

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

Yes

6. Would this program / project exist without CDBG funding?

*(Select one)*

Yes

No

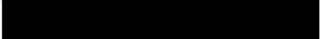
**D. Staff for Funded Program / Project**

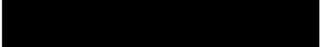
**1. Total number of staff employed by agency for this program / project:**

- a. Full-time            124
- b. Part-time            41
- c. Volunteers        2,466

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

Name, Title:        Luticia Fiorito, Director of Grants

Phone Number:    

Email Address:    

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

**E. Fees and Funding Sources**

1. Describe any client fees collected\*. If so describe how client fees are used.

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 received for this program / project and portion allocated for Mount Prospect residents:

| Source                     | Total Funds | Amount Utilized for Mount Prospect Residents |
|----------------------------|-------------|--|
| Section 108 Loan Guarantee | \$          | \$   |
| ESG Funds                  | \$ 77,541   | \$ 775                                       |
| HOME Funds                 | \$          | \$   |
| HOPWA Funds                | \$          | \$   |

**Other Funds**

| Source              | Total Funds  | Amount Utilized for Mount Prospect Residents |
|---------------------|--------------|--|
| Other Federal Funds | \$ 0         | \$ 0   |
| State/Local Funds   | \$ 1,153,810 | \$ 11,538                                    |
| Private Funds       | \$ 378,769   | \$ 378,769                                   |
| Program Income      | \$           | \$   |
| Other Funding       | \$ 41,750    | \$ 0   |

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

(Select one)

Yes

No

## F. Budget

1. Please complete the following table:

| Program Year                 | Agency Budget | Overall Program / Project Budget | Mount Prospect CDBG Portion Budget |
|------------------------------|---------------|----------------------------------|------------------------------------|
| Program Year 2026 (proposed) | \$ 22,765,380 | \$ 2,963,968                     | \$ 5,800                           |
| Program Year 2025            | \$ 19,795,982 | \$ 2,577,190                     | \$ 5,500                           |
| Program Year 2024            | \$ 16,927,528 | \$ 2,558,393                     | \$ 4,300                           |

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

| Use of CDBG Funds  | CDBG Amount     |
|--|-----------------|
| Payroll of employees providing direct client service*                                  | \$              |
| Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.) | \$              |
| Construction/Rehabilitation  | \$              |
| Other  | \$ 6,500        |
| Please specify: Nights of shelter and hours of counseling                              |                 |
| <b>Total CDBG Request</b>  | <b>\$ 6,500</b> |

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

## G. Performance Measurement Systems

### 1. Program / Project Objectives

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

(The selection should reflect the purpose of your agency's proposed program / project.)

*Creating a Suitable Living Environment*

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

*Providing Decent Housing*

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

*Creating Economic Opportunities*

This objective applies to activities related to economic development, commercial revitalization, or job creation.

### 2. Program / Project Outcomes

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

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

*Availability/Accessibility*

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

*Affordability*

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

*Sustainability*

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

## H. Other Information

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

The mission of WINGS Program, Inc. is to provide housing, integrated services, education and advocacy to end domestic violence.

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

**All Applications:**

- Copy of your organization's most recent submitted Illinois Charitable Organization Annual Report Form AG990-IL\* (This is a two-page document. Please do not submit the federal form.)
- Proposed agency budget for the next fiscal year, including proposed funding sources
- Current agency budget, including proposed funding sources\*
- Most recent audit (link to file share is acceptable)
- Most recent A-133 audit, if required
- Proof of non-profit determination
- Organizational chart
- List of Board of Directors
- Program fee schedules, if applicable (ex. client fee schedule, enrollment fee schedule, scholarship sliding scale chart, etc.).
- Other (please describe) Link to WINGS Digital Annual Report on WINGS website:  
<https://wingsprogram.com/digital-annual-report/overview/>