



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

June 27, 2024

Village Hall - 3rd Floor Board Room

7:00 PM

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - 2.1. PZZ24-000008 / 206 Prairie Avenue / CU: Rear Yard Setback Reduction
- 3. NEW BUSINESS**
 - 3.1. Community Development Block Grant Program Year 2024 Action Plan and Funding Requests
- 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. PZ24-000008 Hearing Date: May 23, 2024

PROPERTY ADDRESS: 206 Prairie Avenue

PETITIONER: Roseann Schumacher, Prairie Group Homes LLC

PROPERTY OWNER: Roseann Schumacher

PUBLICATION DATE: May 23, 2024

REQUEST: Conditional Use permit for rear yard setback reduction

MEMBERS PRESENT: Joseph Donnelly
 Walter Szymczak
 Ewa Weir
 Greg Miller

MEMBERS ABSENT: Thomas Fitzgerald
 Donald Olsen
 William Beattie
 Norbert Mizwicki

STAFF MEMBERS PRESENT: Ann Choi – Development Planner

INTERESTED PARTIES: Prairie Group Homes LLC, Village of Mount Prospect

Chairman Donnelly called the meeting to order at 7:01 PM. Vice Chairman Beattie made a motion seconded by Commissioner Szymczak to approve the minutes from the Planning and Zoning Commission meeting on March 28, 2024. The minutes were approved 4-0.

Chairman Donnelly introduced Case No. PZZ24-000008 / 206 Prairie Avenue / Conditional Use: Rear Yard Setback Reduction

Ms. Choi stated the subject property was annexed into the Village of Mount Prospect in 2006 after it was disconnected from the Village of Arlington Heights. In 2018, the subject property was created as a part of a subdivision and rezoning approval that resulted in the formation of five R-1 zoned lots of record. Four of those lots are residential and one lot of for storm water detention. These lots are otherwise known as the Prairie Avenue Subdivision. As part of this approval, a portion of land was dedicated to the Village for the Prairie Avenue cul-de-sac serving the five new lots, and the variations to the front yard setback requirement were granted for three lots abutting the cul-de-sac. The subject property is Lot 3 of the Prairie Avenue Subdivision and there is no building permit history as it has sat vacant since the subdivision was created.

Ms. Choi showed a Code-Compliant Site plan and a proposed site plan with the proposed rear yard setback.

Ms. Choi continued to explain that the Petitioner is considering to construct a home on the vacant lot of the Prairie Avenue Subdivision. Along with the complete Code-compliant site plan, she continued to explain that the home would have a separation distance of the proposed home and the current home adjacent would be 15'. The Petitioner proposed to maximize the distance between the future residence on the subject property and the recently constructed home to the east on Lot 4 by rotating the home counter clock wise. This rotation of the home allows for a maximum separation of 26' 10" between the homes. This would require a reduction of the rear yard setback from 25' to 20'. The residence to the south of this lot of used for storm water detention, which is located around 42.5' feet away from the home

Ms. Choi shared a floor plan of the proposed home and stated that the home will have a two-car garage and will have a 2,000 square foot footprint. The kitchen, dining room, and bathrooms that face northeast would benefit from a further separation between the two homes.

Further, she showed the proposed elevations for the home. The proposed elevations included views to the north, south, east, and west.

A table was presented to the committee showing the bulk requirements for the R-1 Single Family Residential district with the existing and proposed conditions of the subject property. Ms. Choi stated that staff feels this request meets the standards for a conditional use and does not believe the petitioner's request will be inconsistent with the character of the neighborhood. Further, the petitioner's request conforms to all other bulk regulations other than the rear yard setback along the west property line. She also stated that the adjacent homeowners have been notified of the request.

Finally, she stated that staff recommends that the Planning and Zoning Commission make a motion to recommend approval of the following:

A conditional use allow a twenty-foot (20') rear yard setback at the property known as 206 Prairie Avenue, subject to the follow conditions:

- *The improvements shall be in general conformance with the plans and drawing prepared by Reibel & Associates PC, bearing the latest revisions date of 3/29/2024, and meet all code requirements; and*
- *Any future accessory structures to be located on the subject property shall satisfy all applicable bulk requirements.*

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

Chairman Donnelly asked for clarification for the total area of the home which is going into the rear yard setback is about 10' by 5', and Ms. Choi stated that a 10' by 5' triangle is what will be in the rear yard setback.

Commissioner Weir asked how the home will affect any future additions, such as an expansion of the house. Ms. Choi stated that there was not a condition for an extension but the applicant was told explicitly that any permitted obstructions, such as patios, would have to conform and would not be granted a variation and staff would not support a request for variation.

Chairman Donnelly then stated that he would like the planning division to clarify with the petitioner that the 25' rear yard setback is for any future additions, including decks and if they would like a second floor, there is no overhang into that setback and that the square footage shown on the drawing is what is permitted. If an addition is wanted by the petitioner, they would have to apply for another permit.

After staff finished answering questions from the committee, Chairman Donnelly swore in the petitioner, Norman Hassinger, at 3550 Saltcreek Lane, Arlington Heights IL, and the homeowner, Keith Calvert at 504 Hi Lusi Avenue, Mount Prospect IL, to explain their case for the conditional use permit.

Mr. Hassinger explained that there are currently three homes built in the Prairie Avenue Subdivision and 206 Prairie Avenue would be the last home built. He stated that if the Planning and zoning commission is supportive of the plan, they plan to submit June 10, 2024 for a permit to build the home this year. Mr. Hassinger also stated that he believes that the community will benefit from a 2-story home and for a family and architecturally will fit well with the other homes in the area.

Chairman Donnelly clarified that Mr. Hassinger is only asking for about 15 sq. ft. of the rear yard setback. Mr. Hassinger stated Yes. He also continued to explain that the lot has a 151' rear yard area and that there is plenty of room to the northeast to add a patio or another addition.

Chairman Donnelly stated that the commission really doesn't want the residents of the future home to come back and request the use of the rear yard setback area. Mr. Hassinger stated that that will not happen.

Chairman Donnelly asked Mr. Hassinger if he fully understood what the commission was approving and if Mr. Hassinger was okay with the conditions of approval. He further stated that the setback is only 5' for the home and not a complete setback along the entire rear yard. Mr. Hassinger stated that he understood the conditions of approval.

Hearing no further comments or questions, Chairman Donnelly closed the hearing and asked for a roll call following a motion to approve the conditional use for rear yard setback reduction.

Commissioner Weir motioned seconded by Chairman Scymczak to approve the conditional use for the rear yard setback reduction per staff recommendation.

UPON ROLL CALL AYES: Szymczak, Weir, Miller, Donnelly
 NAYS: None

The motion was approved by a vote of 4-0.

After hearing no more items of new business and no citizens to be heard, Commissioner Weir made a motion seconded by Commissioner Szymczak, and the meeting was adjourned at 7:12 PM.



Item Cover Page

Subject	Community Development Block Grant Program Year 2024 Action Plan and Funding Requests
Meeting	June 27, 2024 - REGULAR MEETING OF THE MOUNT PROSPECT PLANNING AND ZONING COMMISSION
Fiscal Impact (Y/N)	Y
Dollar Amount	\$283,285
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) 2024 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 funding from non-Village agencies and make recommendations with respect to such requests. To assist the Commission in the review of the PY 2024 CDBG applications, staff has provided the following documents:

Attachment 1: Draft PY 2024 CDBG Action Plan
Attachment 2: Proposed PY 2024 CDBG Budget
Attachment 3: Table of PY 2024 CDBG Funding Requests
Attachment 4: PY 2024 CDBG Applications

Discussion

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 PY 2024 CDBG proposed funding amounts recommended in the staff memo.

Attachments

1. PY2024 Memo to P&Z_06.20.24
2. Attachment 1_PY24 AAP DRAFT_06.03.24
3. Attachment 2_PY24 Proposed CDBG Budget

4. Attachment 3_PY24 Funding Requests
5. Attachment 4_PY24 CDBG 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 20, 2024

HEARING DATE: JUNE 27, 2024

SUBJECT: CDBG PROGRAM YEAR 2024 ACTION PLAN AND FUNDING REQUESTS

INTRODUCTION

The Community Development Department has drafted the Community Development Block Grant (CDBG) Program Year (PY) 2024 Action Plan, which will include CDBG funding allocations for a number of social service and non-profit organizations. These organizations have been invited to attend the June 27, 2024 public hearing to make a brief presentation and 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 funding from non-Village agencies and to make recommendations with respect to such requests. To assist the Commission in the review of the PY 2024 CDBG applications, staff has provided the following documents:

- Attachment 1: Draft PY 2024 CDBG Action Plan
- Attachment 2: Proposed PY 2024 CDBG Budget
- Attachment 3: Table of PY 2024 CDBG Funding Requests
- Attachment 4: PY 2024 CDBG Applications

CDBG BACKGROUND

The Village of Mount Prospect is classified as an entitlement community and receives an annual allocation of federal funds from the Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Program. The Village of Mount Prospect 2020-2024 Consolidated Plan describes the general needs, resources, priorities and proposed activities to be addressed through the CDBG Program over a five-year period. The complete [2020-2024 Consolidated Plan](#) is available on the Village website. Each year the Village is required to submit an Annual Action Plan to HUD, which proposes eligible activities to be undertaken in the upcoming program year and addresses the priority needs identified in the five-year plan.

PROGRAM YEAR 2024 ACTION PLAN

The draft Program Year 2024 Action Plan (**Attachment 1**) outlines the specific use of CDBG funds for the time period of October 1, 2024 to September 30, 2025. CDBG funds may only be used for eligible activities that

address at least one of three national objectives for the CDBG program: 1) benefit to low- and moderate-income (LMI) persons; 2) aid in the prevention or elimination of slums or blight; or 3) meet a need having a particular urgency. The Village's responsibility for the CDBG funds is to ensure that Mount Prospect residents, specifically those qualifying as low- and moderate-income, are benefiting from the grant.

As part of the Action Plan development, the Planning and Zoning Commission is asked to review requests for funding from the non-Village agencies. The proposed CDBG Budget for PY 2024 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 PY 2024

Priority Needs	PY 2024
Homelessness/Continuum of Care	\$21,000
Public Services	\$21,293
Affordable Housing	\$50,000
Public Improvements	\$165,792
TOTAL	\$283,285

The amount of funding that can be allocated to public service activities is limited to 15% of the annual CDBG allocation (\$268,066 for PY 2024) plus 15% of the previous year's program income (\$15,219 for PY 2023). Therefore, the maximum amount available for public service programs is \$42,493, approximately 50% 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.

PY2024 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 2020-2024 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 preliminary staff recommendations are included as **Attachment 3**.

PY2024 ACTION PLAN TIMELINE

The draft PY 2024 Action Plan is available for a 30-day public review period, from June 3 through July 2, 2024. The draft Action Plan is posted on the Village website and is available for review in hard copy at Village Hall (50 S Emerson St). Any comments received during this period will be included in the final document.

The draft PY 2024 Action Plan will be presented at the Mount Prospect Planning and Zoning Commission meeting on June 27, 2024 at 7:00 pm. The final PY 2024 Action Plan is anticipated to go before the Village Board on July 16, 2024 for approval through resolution. Upon Board approval, Staff will coordinate with the Cook County HOME Consortium to submit the PY 2024 Action Plan to HUD before the August 15th deadline.

CONCLUSION

Staff is requesting the Planning and Zoning Commission review the PY 2024 CDBG applications submitted from non-Village agencies and recommend approval of the PY 2024 CDBG proposed budget as shown on **Attachment 2**.

I concur:

A handwritten signature in blue ink that reads "Jason C. Shallcross". The signature is written in a cursive, flowing style.

Jason C Shallcross, AICP
Director of Community Development

**Village of Mount Prospect, Illinois
Community Development Block Grant Program
2024 Annual Action Plan**



Prepared by:
Community Development Department
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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 2020-2024 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 2020-2024 Consolidated Plan identified priorities through the public participation process. Numerous agencies were involved to assess existing services and reduce the duplication of effort at the local level. The Village developed goals to address the priorities:

- Facilitate Access to Public Services
- Improve Public Infrastructure
- Rehabilitate Public Facilities
- Rehabilitate Supportive Housing
- Improve Existing Housing Stock
- Support Homeless / Continuum of Care Services
- General Administration

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 the 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.

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) 2024 AAP outlines the specific use of CDBG funds for the period October 1, 2024 through September 30, 2025.

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 PY2024 consist of the annual entitlement grant and estimated carry-over funds. The total anticipated amount available for projects in PY2024 is \$283,285, comprised of the Village's PY2024 allocation of \$268,066, and estimated carry-over of \$15,219 from PY2023. The Village conservatively estimates \$0 in program income when developing the annual Action Plan budget, so that we are not budgeting funds that may not materialize. 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
- Public Improvements
- Public Facilities
- Affordable Housing
- Homelessness / Continuum of Care Services
- Economic Development
- Administrative / Planning Costs

Mount Prospect's entitlement grant is limited; thus, not all programs 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 homeless prevention, continuum of

care, and supportive programs for persons with special needs. Housing is made more affordable through our Single Family Rehabilitation Loan, Weatherization Grant, and Emergency Repair Program. The Village has funded rehabilitation of public facilities that serve low- and moderate-income residents and public 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.

4. Summary of Citizen Participation Process and consultation process

The 2020-2024 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, Village staff, and residents for their feedback. Hard copies were also available throughout the community. A public hearing was held and an eight-day public review period allowed citizens the opportunity to comment. More detailed information may be found in the Process section of Consolidated Plan document.

Funding applications for PY2024 activities were made available in April 2024. A 30-day public review period for the PY2024 Action Plan will take place from June 3 through July 2, 2024. The draft plan will be available on the Village website and hard copies will be available at the Mount Prospect Public Library and at Village Hall. The Village will hold a Planning and Zoning Commission Meeting on June 27, 2024 to discuss the proposed CDBG budget for PY2024. The Action Plan will proceed to the Village Board for a second public hearing on July 16, 2024. The meetings will be televised on the Village's cable station and the recording will be posted to the Village website for later viewing.

5. Summary of public comments

The 2020-2024 Consolidated Plan attachments contain the online community survey results, minutes of the public hearing held June 25, 2020, and Village Board meeting minutes from July 7, 2020.

The PY2024 Annual Action Plan attachments will contain the minutes of the Planning and Zoning Commission meeting to be held June 27, 2024 and the Village Board meeting to be held July 16, 2024.

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 PY2024 for the following priority needs:

- Public Services

- Public Improvements
- Public Facilities
- Affordable Housing
- Homelessness / Continuum of Care Services

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	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 2020-2024 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.

Five privately owned, federally subsidized housing developments are located in Mount Prospect: Mount Prospect Horizon Senior Living Community, Centennial Apartments, Huntington Towers, Myers Place, and The Kenzie Senior Residences at Randhurst. A new, 53-unit affordable senior living facility broke ground in 2023. 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 2020-2024 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.

According to HUD, the Continuum of Care (CoC) Program "promotes community-wide commitment to the goal of ending homelessness; provides funding for efforts by nonprofit providers and State and local governments to quickly re-house homeless individuals and families to minimize trauma and dislocation; promotes access to and effective utilization of mainstream programs; and optimizes self-sufficiency among individuals and families experiencing homelessness." 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 foreclosure prevention 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 administering 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

1	Agency/Group/Organization	Village of Mount Prospect
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Public Improvement Needs
	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 broadband access and climate change resilience. The anticipated outcome is an Action Plan and goals supported by all departments.
2	Agency/Group/Organization	Journeys I The Road Home
	Agency/Group/Organization Type	Housing Services-Housing Services-Homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy 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 I 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.
3	Agency/Group/Organization	Northwest Compass, Inc.
	Agency/Group/Organization Type	Services-Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth 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.
4	Agency/Group/Organization	WINGS
	Agency/Group/Organization Type	Services-Housing Services-Children Services-Victims of Domestic Violence Services-Homeless Services-Education Services-Employment Services-Victims
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children 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.
5	Agency/Group/Organization	Children's Advocacy Center
	Agency/Group/Organization Type	Services-Children Services-Victims of Domestic Violence 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.
6	Agency/Group/Organization	Connections to Care
	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.
7	Agency/Group/Organization	North Suburban Legal Aid Clinic
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Service-Fair Housing Other-Legal Aid
	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?	North Suburban Legal Aid Clinic provides direct civil legal services in the areas of housing, domestic violence, and immigration for low-income residents of Mount Prospect. 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.
8	Agency/Group/Organization	Northwest Center Against Sexual Assault (CASA)
	Agency/Group/Organization Type	Services-Victims of Domestic Violence 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.
9	Agency/Group/Organization	Suburban Primary Health Care Council (SPHCC) - Access to Care
	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.
10	Agency/Group/Organization	Search Inc.
	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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
2019-2022 Strategic Plan to End Homelessness in Suburban Cook County (Continuum of Care)	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, especially with respect to working together as a region to make our communities more livable.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
2020-2024 Comprehensive Economic Development Strategy (CEDS)	Cook County Department of Planning and Development	This strategic planning document includes the Cook County Consolidated Plan and Comprehensive Economic Development Strategy. The plan identifies county-wide and sub-regional goals and priorities for future housing, community, and economic development needs throughout Cook County. As a member of the Cook County Consortium for HOME funds, the housing needs identified in the County's Consolidated Plan are closely aligned with the Village's identified housing needs and the goals in our 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.
2013 Homes for a Changing Region	Chicago Metropolitan Agency for Planning (CMAP)	This report includes data on housing needs and recommended strategies for the Collaborative as a whole, and for each member community. The goals of the CDBG Strategic Plan are consistent with the recommended strategies in the report. Northwest suburban communities included: Village of Arlington Heights, Village of Buffalo Grove, Village of Mount Prospect, Village of Palatine, and City of Rolling Meadows.
Senior Housing Needs Assessment	Northwest Suburban Housing Collaborative	This assessment includes an analysis of senior housing needs in the Collaborative area as a whole, and for each member community. The goals of the CDBG Strategic Plan are consistent with the recommended strategies in this report.

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. Existing sub-area plans are available on the Village website at www.mountprospect.org and 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.
Village of Mount Prospect 2023-2024 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.
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 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.
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 Strategic Plan goals to address the needs of elderly persons.

Table 3 - Other local / regional / federal planning efforts

Narrative

The Village referred to the priorities and goals established in the 2020-2024 Consolidated Plan as well as the plans described in Table 3 when determining the activities to fund in the PY2023 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 2020-2024 CDBG Consolidated Plan for the Village's Citizen Participation Plan.

For PY2024, applications for funding were sent to all current subrecipient organizations and posted on the Village website in April 2024. Legal Notice of the public review period for the draft PY2023 Action Plan and the Planning and Zoning Commission meeting was published in the *Daily Herald Newspaper* on June 4, 2024.

The 30-day public review period will take place from June 3 through July 2, 2024. The draft Action Plan will be available on the Village website and hard copies will be available at the Mount Prospect Public Library and at Village Hall. The draft PY2024 Action Plan made available 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 27, 2024, which will be televised on the Village's cable station. The minutes of the Planning and Zoning Commission meeting will be included in the PY2024 AAP attachments. The Action Plan will proceed to the Village Board for a second public hearing on July 16, 2024. A copy of the Resolution will be included with the SF-424 and Certification Attachments submitted to HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary comments received	Summary of comments not accepted and reasons	URL
1	Website, Email	Non-targeted/ broad community	On April 8, 2024, the CDBG application was posted to the Village website. Notice via email was also given to past recipients of CDBG funding and interested parties.	10 CDBG grant applications received.	N/A	N/A
2	Public Hearing	Non-targeted/ broad community	On June 4, 2024, a newspaper notice was published concerning the Planning and Zoning Commission meeting on June 27, 2024. The meeting will be televised on the Village's cable station. Notice was also emailed to PY2024 applicants for CDBG funds.	TBD	N/A	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary comments received	Summary of comments not accepted and reasons	URL
3	Newspaper notice, Village website, hard copies at Library and Village Hall	Non-targeted/ broad community	On June 4, 2024, a newspaper notice was published concerning the 30-day public review period for the PY2024 Annual Action Plan. The plan will be posted on the Village's website and available for review at Village Hall and the Mount Prospect Public Library.	TBD	N/A	N/A
4	Public Hearing	Non-targeted/ broad community	The PY2024 Annual Action Plan will be brought before the Village Board on July 16, 2024. 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 \$268,066 for the Program Year (PY) 2024 Annual Action Plan. This is the fifth year in the Five-Year Consolidated Plan (2020-2024).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	CDBG – Eligible activities	\$268,066	\$0	\$15,219	\$283,285	\$0	The expected amount available for Year 5 is \$283,285, assuming the following: Actual 2024 Allocation: \$268,066 Estimated 2024 Program Income: \$0 Estimated 2023 Carryover: \$15,219

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 2024.

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	Facilitate Access to Public Services	2024	2025	Non-Homeless Special Needs	Availability- Accessibility/ Suitable Living Environments	Public Services	\$21,100	Public service activities (other than low/ moderate income housing benefit): 89 persons assisted
Description: Public services funded in PY 2023 will be provided by the Children's Advocacy Center, Northwest CASA, Suburban Primary Health Care Council, Connections to Care, and North Suburban Legal Aid Clinic.								
2	Support Homeless/ Continuum of Care Services	2024	2025	Homeless	Availability- Accessibility/ Suitable Living Environments	Homelessness/ Continuum of Care Services	\$21,393	Homelessness prevention: 71 persons assisted
Description: Homeless/ Continuum of Care Services include emergency and transitional housing, outreach, and homeless 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	Rehabilitate Supportive Housing	2024	2025	Non-Homeless Special Needs	Availability- Accessibility/ Decent Housing	Public Facilities	\$25,000	Public facility or infrastructure activities for low/ moderate income housing benefit: 1 household / 4 individuals assisted
Description: 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 PY 2023.								
4	Improve Existing Housing Stock	2024	2025	Affordable Housing	Affordability/ Decent Housing	Affordable Housing	\$50,000	Homeowner housing rehabilitated: 3 housing units
Description: North West Housing Partnership will administer the Mount Prospect Single-Family Rehabilitation (SFR) Program. The program includes Single-Family Rehabilitation Loans, Weatherization Grants, and Emergency Repairs. An estimated 3 homes will be rehabbed in PY 2024 through the SFR Program. Program income will be directed to this activity as it is received.								
5	Improve Public Infrastructure	2024	2025	Non-Housing Community Development	Sustainability/ Suitable Living Environments	Public Improvements	\$165,792	Public facility or infrastructure activities (other than low/ moderate income housing benefit): 2,500 persons assisted
Description: Public Improvement projects for PY 2022 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.

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, 2024 to September 30, 2025) 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	JOURNEYS The Road Home - Homeless Services
2	Northwest Compass - Housing Counseling & Assistance
3	WINGS – Emergency Shelter
4	Children's Advocacy Center (CAC) - Child Abuse Victim Services
5	Connections to Care - Transportation to Health Services
6	North Suburban Legal Aid Clinic - Comprehensive Civil Legal Aid
7	Northwest CASA - Sexual Violence Intervention Services
8	Suburban Primary Health Care Council (SPHCC) - Access to Care
9	Single-Family Rehabilitation (SFR) Program
10	Search Inc – Andoa CILA Rehab
11	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 2020-2024 Consolidated Plan were the basis for determining activities to fund for PY2024. 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 2020-2024 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, 2024 to September 30, 2025) 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.

1	Project Name	JOURNEYS The Road Home – Homeless Services
	Target Area	Village of Mount Prospect
	Goals Supported	Support Homeless/ Continuum of Care Services
	Needs Addressed	Homelessness/ Continuum of Care
	Funding	CDBG: \$8,200
	Description	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.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 35 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
2	Project Name	Northwest Compass – Housing Counseling & Assistance
	Target Area	Village of Mount Prospect
	Goals Supported	Support Homeless/ Continuum of Care Services
	Needs Addressed	Homelessness/ Continuum of Care
	Funding	CDBG: \$8,600
	Description	Housing counseling, homeless diversion and prevention, housing navigation, rapid re-housing, and immediate short-term rent assistance to prevent homelessness and/or assist low-income households out of homelessness as quickly as possible.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 32 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
3	Project Name	WINGS – Emergency Shelter
	Target Area	Village of Mount Prospect
	Goals Supported	Support Homeless/ Continuum of Care Services
	Needs Addressed	Homelessness/ Continuum of Care
	Funding	CDBG: \$4,300
	Description	Emergency shelter, counseling, safety planning, food, clothing, and case management to prevent homelessness among adults and children that are victims of domestic violence.

	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 4 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
4	Project Name	Children's Advocacy Center (CAC) – Child Victim & Witness Services
	Target Area	Village of Mount Prospect
	Goals Supported	Facilitate Access to Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$4,300
	Description	Specialized services to child victims and their non-offending caregivers for allegations of sexual abuse, physical abuse, and witnesses to violence.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 32 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
5	Project Name	Connections to Care – Transportation to Health Services
	Target Area	Village of Mount Prospect
	Goals Supported	Facilitate Access to Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$1,793
	Description	One-on-one transportation for frail elderly residents to and from medical and dental appointments.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 29 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
6	Project Name	North Suburban Legal Aid Clinic – Comprehensive Civil Legal Aid
	Target Area	Village of Mount Prospect
	Goals Supported	Facilitate Access to Public Services
	Needs Addressed	Public Services
	Funding	\$2,900
	Description	Direct civil legal services in the areas of housing, domestic violence, and immigration for low-income residents in Mount Prospect.
	Target Date	9/30/2024
	Estimate the number/ type of families that will benefit	An estimated 3 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	

7	Project Name	Northwest CASA – Sexual Violence Intervention Services
	Target Area	Village of Mount Prospect
	Goals Supported	Facilitate Access to Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$6,600
	Description	Specialized counseling, crisis intervention and advocacy services for Mount Prospect residents who are victims of sexual abuse and sexual assault, of all ages, and to their significant others who have been impacted.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 5 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
8	Project Name	Suburban Primary Health Care Council (SPHCC) – Access to Care
	Target Area	Village of Mount Prospect
	Goals Supported	Facilitate Access to Public Services
	Needs Addressed	Public Services
	Funding	CDBG: \$5,800
	Description	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.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	An estimated 20 low/ moderate income Mount Prospect residents will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
9	Project Name	Single-Family Rehabilitation (SFR) Program
	Target Area	Village of Mount Prospect
	Goals Supported	Improve Existing Housing Stock
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$50,000
	Description	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 Weatherization Grant provides a matching grant up to a maximum of \$1,500. The Emergency Repair Grant / Loan assists eligible households that face an emergency condition or serious health and safety issue. Program income will be directed to this activity as it is received. The Mount Prospect SFR Program will be administered by North West Housing Partnership.
	Target Date	9/30/2025

	Estimate the number/ type of families that will benefit	An estimated 2 low/ moderate income households will benefit from this program.
	Location Description	Village-wide
	Planned Activities	
10	Project Name	Search Inc – Andoa CILA Rehab
	Target Area	Village of Mount Prospect
	Goals Supported	Rehabilitate Supportive Housing
	Needs Addressed	Public Facilities
	Funding	CDBG: \$25,000
	Description	Search Inc operates group homes for adults with developmental and intellectual disabilities. Search maintains eight group homes in Mount Prospect. The residence on Andora is home to four men with intellectual and developmental disabilities. Funds will be used to construct an accessible deck, ramp, and concrete walkway.
	Target Date	9/30/2025
	Estimate the number/ type of families that will benefit	1 household consisting of 4 men with disabilities.
	Location Description	1818 Andoa Ln
	Planned Activities	

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

Target Area	Percentage of Funds
Low-moderate income census block groups	59%
Village of Mount Prospect	41%

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Funding for public improvement and public facility projects are used in qualifying census block groups to benefit low-moderate residents living in these areas.

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 25.7% 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.¹

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 may be necessary to revisit the recommendations of the recent 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 our latest challenge – COVID-19. 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.

¹ <https://www.localhousingolutions.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 Loan Program, Home Weatherization Grant Program, and Emergency Repair Program alleviate some of the obstacles to affordable housing by providing financial assistance to eligible low- and moderate-income residents of Mount Prospect to rehabilitate and fix their homes. Also, the Village continues to work with businesses 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 such as the Single-Family Rehabilitation Loan Program or Emergency Repair Program. 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.

Broadband access for low- and moderate-income households is federally subsidized by the Federal Communication Commission (FCC) Affordable Connectivity Program in partnership with private companies such as AT&T, Comcast, and RCN. Residents are encouraged to visit the FCC website or the Citizens Utility Board website to see if they are eligible and to complete an application.

Actions planned to foster and maintain affordable housing

The Illinois Housing Development Authority (IHDA) determined that 25.7% of the Village's housing stock is affordable.² Mount Prospect is investigating options to maintain affordability. In PY2024, the Village expects to assist at least 2 households increase housing affordability through rehabilitation and emergency repair programs. The organizations funded through public service dollars will increase the

² [IHDA 2018 Report on Statewide Local Government Affordability](#)

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. One of the occupants of Myers Place, Kenneth Young Center, is the existing community mental health agency in the township and has created a satellite office in this building. Access to high-quality, affordable housing is one of the most critical obstacles for people with mental illness to move toward recovery. 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

The Village is aware of the health risks, especially to children, that exist in older homes due to the presence of lead-based paint. The Village will continue to provide information and support lead-based paint testing to Village residents.

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

Refer to SP-65 in the 2020-2024 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.

The Village provided 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 and Emergency Repair Programs reduce the cost burden to homeowners who cannot afford to do rehab work to 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.

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 Prospect and educational programs for families.

Refer to SP-70 in the 2020-2024 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. The Village regularly works with regional planning groups, such as the Metropolitan Mayors Caucus (MMC), the Chicago Metropolitan Agency for Planning (CMAP), and the Metropolitan Planning Council (MPC). The Village participates in the MMC Housing and Economic Development Committee, as well as the MMC Age-Friendly Communities Collaborative.

Refer to SP-40 in the 2020-2024 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 2024 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

PY2024 CDBG Budget

PY 2024 CDBG Budget (October 1, 2024 - September 30, 2025)			
Priority Needs	PY 2024 Funding Requests	PY 2024 Budget	Comments
Homelessness/Continuum of Care			
JOURNEYS The Road Home	\$13,000	\$8,200	
Northwest Compass	\$30,000	\$8,600	
WINGS	\$6,000	\$4,300	
SUB-TOTAL	\$49,000	\$21,100	See note #2
Public Services			
Children's Advocacy Center	\$6,000	\$4,300	
Connections to Care	\$1,800	\$1,793	
North Suburban Legal Aid Clinic	\$5,000	\$2,900	
Northwest CASA	\$15,000	\$6,600	
Suburban Primary Health Care Council	\$7,500	\$5,800	
SUB-TOTAL	\$35,300	\$21,393	See note #2
Affordable Housing			
Single Family Rehab / Weatherization / Emergency Repair*	\$50,000	\$50,000	
SUB-TOTAL	\$50,000	\$50,000	
Public Facilities			
Search Inc Group Home Rehab	\$25,000	\$25,000	
SUB-TOTAL	\$25,000	\$25,000	
Public Improvements			
Low/Mod Area Sidewalk Improvements	\$200,000	\$165,792	
SUB-TOTAL	\$200,000	\$165,792	
TOTAL FUNDS COMMITTED		\$283,285	
PY2024 HUD Allocation		\$268,066	
Estimated PY2024 Program Income*		\$0	See notes #1,3
Estimated PY2023 Carry Over		\$15,219	
TOTAL FUNDS AVAILABLE		\$283,285	

5/17/2024

Notes:

1. Program income is generated from repayment of 0% interest loans from the single-family rehabilitation program. Program income received in PY2024 will be programmed after it is received.
2. Public services expenditures are subject to a 15% cap based on the 2024 formula allocation plus the 2023 program income.
3. Numbers with * are subject to change.

Citizen Participation – Notice, Minutes, Comments

Website Announcement for PY2024 Request for Proposals

PY 2024 CDBG Application Deadline is April 29, 2024

The Village is seeking applications for its Community Development Block Grant (CDBG) Program for the 2024 Program Year (October 1, 2024 to September 30, 2025.) Applications may be obtained from the Village's Community Development Department or by clicking the link below.

[Download PY 2024 CDBG Application](#)

Proposals must be submitted no later than Monday, April 29, 2024, at 5:00 p.m. Hard copy or digital submissions are accepted. 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.

Certificate of Publication for June 27, 2024 Public Hearing and June 3 – July 2, 2024 Public Comment Period

[To be inserted]

Public Notice for June 27, 2024 Public Hearing and June 3 – July 2, 2024 Public Comment Period

MAYOR

Paul Wm. Hoefert

TRUSTEES

Vincent J. Dante
Agostino S. Filippone
Terri Gens
William A. Grossi
John J. Matuszak
Colleen E. Saccotelli



VILLAGE MANAGER

Michael J. Cassady

VILLAGE CLERK

Karen Agoranos

Phone: 847/962-6000
Fax: 847/962-6022
www.mountprospect.org

Village of Mount Prospect

50 S. Emerson Street, Mount Prospect, Illinois 60056

NOTICE

To All Interested Parties

THE VILLAGE OF MOUNT PROSPECT, ILLINOIS, is preparing a draft of the Program Year (PY) 2024 Action Plan, which allocates Community Development Block Grant (CDBG) funds from the US Department of Housing and Urban Development (HUD) for the period October 1, 2024 to September 30, 2025. The draft document allocates funds to programs which address the national objectives for benefiting low- and moderate-income persons or households and the priorities described in the Strategic Plan component of the Village of Mount Prospect 2020-2024 Consolidated Plan.

All interested parties are invited to attend a Public Hearing of the Village's Planning and Zoning Commission on June 27, 2024 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 our preliminary recommendations and collect public comments. Organizations that are applying for funding will be encouraged to attend this meeting, give a brief presentation and be available for questions.

The PY 2024 Action Plan will be available for public review and comment from June 3, 2024 through July 2, 2024 in the Community Development Department, located in the Mount Prospect Village Hall (50 South Emerson Street), the Mount Prospect Public Library (10 South Emerson Street), and posted on the Village website at www.mountprospect.org. The public is invited to review the PY 2024 Action Plan and submit comments.

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

Website Announcement for June 27, 2024 Public Hearing and June 3 – July 2, 2024 Public Comment Period

6/3/24, 10:09 AM

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

Community Development Block Grant (CDBG)

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:

- Public Services
- Affordable Housing
- Public Facilities
- Public Improvements
- Homelessness/ Continuum of Care Services

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

PY2024 Action Plan Public Comment Period: June 3 – July 2, 2024

The Village has prepared a draft of the Program Year (PY) 2024 Annual Action Plan (AAP), which allocates CDBG entitlement funds for the period October 1, 2024 to September 30, 2025. The proposed projects address the national objectives for benefiting low- and moderate-income persons or households and the priorities described in the Village of Mount Prospect 2020-2024 Consolidated Plan.

The PY 2024 AAP will be available for public review and comment from June 3 through July 2, 2024 in the Community Development Department, located in the Mount Prospect Village Hall (50 South Emerson Street), the Mount Prospect Public Library (10 South Emerson Street), 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.

The public is invited to review the PY 2024 Action Plan and submit comments to:

Community Development Department
Attn: CDBG Program
50 S Emerson St

<https://www.mountprospect.org/departments/community-development/housing-programs/community-development-block-grant-cdbg>

1/2

Mount Prospect, IL 60056

alalagos@mountprospect.org

PY2024 Action Plan Public Hearing: June 27, 2024

All interested parties are invited to attend a Public Hearing of the Village's Planning and Zoning Commission on June 27, 2024 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 our preliminary recommendations and collect public comments for the PY2024 Action Plan. Public service organizations that are applying for funding will be encouraged to attend this meeting, give a brief presentation and be available for questions.

2023 Annual Action Plan



The Annual Action Plan includes the projects and the funding allocations for the program year. It is a list of programs, projects, or activities that are in line with the approved Five-Year Consolidated Plan. The 2023 Action Plan covers the period from October 1, 2023 through September 30, 2024. The Village adopted the 2023 Action Plan in July 2023.

[2023 Action Plan](#)

2022 Annual Action Plan / 2022 CAPER



2021 Annual Action Plan / 2021 CAPER



2020-2024 Consolidated Plan / 2020 Action Plan / 2020 CAPER



Minutes of the June 27, 2024 Planning & Zoning Commission Meeting

[To be inserted]

Minutes of the July 16, 2024 Village Board Meeting

[To be inserted]

Grantee SF-424 and Certifications

[To be inserted]

Resolution Approving Annual Action Plan

[To be inserted]

PY 2024 CDBG Budget (October 1, 2024 - September 30, 2025)			
Priority Needs	PY 2024 Funding Requests	PY 2024 Budget	Comments
Homelessness/Continuum of Care			
JOURNEYS The Road Home	\$13,000	\$8,200	
Northwest Compass	\$30,000	\$8,600	
WINGS	\$6,000	\$4,300	
SUB-TOTAL	\$49,000	\$21,100	See note #2
Public Services			
Children's Advocacy Center	\$6,000	\$4,300	
Connections to Care	\$1,800	\$1,793	
North Suburban Legal Aid Clinic	\$5,000	\$2,900	
Northwest CASA	\$15,000	\$6,600	
Suburban Primary Health Care Council	\$7,500	\$5,800	
SUB-TOTAL	\$35,300	\$21,393	See note #2
Affordable Housing			
Single Family Rehab / Weatherization / Emergency Repair*	\$50,000	\$50,000	
SUB-TOTAL	\$50,000	\$50,000	
Public Facilities			
Search Inc Group Home Rehab	\$25,000	\$25,000	
SUB-TOTAL	\$25,000	\$25,000	
Public Improvements			
Low/Mod Area Sidewalk Improvements	\$200,000	\$165,792	
SUB-TOTAL	\$200,000	\$165,792	
TOTAL FUNDS COMMITTED		\$283,285	
PY2024 HUD Allocation		\$268,066	
Estimated PY2024 Program Income*		\$0	See notes #1,3
Estimated PY2023 Carry Over		\$15,219	
TOTAL FUNDS AVAILABLE		\$283,285	

5/17/2024

Notes:

1. Program income is generated from repayment of 0% interest loans from the single-family rehabilitation program. Program income received in PY2024 will be programmed after it is received.
2. Public services expenditures are subject to a 15% cap based on the 2024 formula allocation plus the 2023 program income.
3. Numbers with * are subject to change.

PY 2024 CDBG Subrecipient Applications									
Public Services									
Funding cap is estimated at \$42,493 (15% of PY2024 CDBG allocation + 15% of PY2023 Program Income).									
Organization	Program	PY24 Funding Request	PY24 Funding Request Per Beneficiary	PY24 Total Prgm Budget	PY24 Request % of Total Prgm Budget	PY24 Proposed MP Residents w/ CDBG \$	PY24 Proposed Total Participants	MP Residents % of Total Participants	PY24 Staff Recommendations
Children's Advocacy Center of North and NW Cook Co	Child Victim & Witness Services	\$6,000	\$133.33	\$700,000	0.9%	45	180	25.0%	\$4,300
Connections to Care	Transportation to Health Services	\$1,800	\$62.07	\$117,300	1.5%	29	245	11.8%	\$1,793
Journeys I The Road Home	Homeless Services	\$13,000	\$236.36	\$766,372	1.7%	55	1000	5.5%	\$8,200
North Suburban Legal Aid Clinic	Comprehensive Civil Legal Aid	\$5,000	\$1,000.00	\$4,036,664	0.1%	5	2600	0.2%	\$2,900
Northwest Center Against Sexual Assault	Sexual Violence Intervention Services	\$15,000	\$1,250.00	\$1,029,923	1.5%	12	900	1.3%	\$6,600
Northwest Compass Inc	Housing Counseling & Assistance	\$30,000	\$272.73	\$510,135	5.9%	110	6800	1.6%	\$8,600
Suburban Primary Health Care Council	Access to Care	\$7,500	\$288.46	\$2,666,000	0.3%	26	5000	0.5%	\$5,800
WINGS	Emergency Shelter	\$6,000	\$1,200.00	\$1,201,102	0.5%	5	1600	0.3%	\$4,300
Total		\$84,300				287			\$42,493

Non-Public Services									
Not subject to the 15% cap									
Organization	Project	PY24 Funding Request	PY24 Funding Request Per Beneficiary	PY24 Total Prgm Budget	PY24 Request % of Total Prgm Budget	PY24 Proposed MP Residents w/ CDBG \$	PY24 Proposed Total Participants	MP Residents % of Total Participants	PY24 Staff Recommendations
Search Inc	Accessible deck, ramp, and concrete walkway	\$25,000	\$6,250.00	\$17,487,440	0.1%	4	165	2.4%	\$25,000
North West Housing Partnership	Single Family Rehab (SFR) Program	\$50,000	\$25,000.00	-	-	2	2	100.0%	\$50,000

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

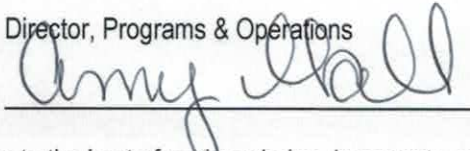
Name for Proposed Project or Service:	Connections to Care
Project Location:	Northwest Suburbs- Concentration in Mount Prospect
CDBG Funding Request:	\$1,800.00

Organization Name:	Connections to Care
Unique Entity Identifier (UEI) Number:	20-5588794

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:	(847) 222-9331
Fax Number:	(847) 890-6243
Email Address:	amyg@connectionstocare.org
Organization website:	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 17 years, we have provided more than 36,000 critical services rides, allowing our elderly to age in place while caring for their health.

While anyone 60 years old or older can apply for our service, our average passenger is 85, on a low fixed income, and can no longer drive or take public transportation. Many are also unable to rely on family members or friends to take them to their numerous appointments. This is an expanding population that is often marginalized and 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 10/01/2022 and 09/30/2023 Connections to Care provided 222 rides to 24 individual Mount Prospect residents, many of whom utilized the service multiple times. These Mt. Prospect individuals represented 13.3 % of all Connections to Care passengers and 10.2 % 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. 13.3 % 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

1. **List services provided to clients (meals served, shelter, counseling, day care, etc.):**
Transportation of the frail older adults to and from their medical and dental appointments
2. **Complete the following table for low- and moderate-income persons to be assisted under 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, 2024 – September 30, 2025 (proposed)	245 seniors	29	29
October 1, 2023 – present	128 seniors	9 seniors	9 seniors
October 1, 2022 – September 30, 2023	181senior 2171 rides	24 seniors 222 rides	24 seniors

3. **Please state anticipated cost per client per service for the 2024-25 program year.**
Our passenger donations only cover less than 25% of the actual cost per ride. This ride cost is based on the number of rides we provide and our budget.

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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 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 25% of the actual cost per ride. CDBG funds will go toward covering the other 75%.
5. **If you receive CDBG funds, will they be used to serve 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 123 total 107 Drivers, 10 Board Members, 6 Office & Administrative

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

Name, Title: Char Padovani, Executive Director

Phone Number: (847) 222-9331

Email Address: charp@connectionstocare.org

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

2

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.*

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	\$ 5,400	\$ 1,800
State/Local Funds	\$ 33,300	\$ 4,429
Private Funds	\$ 14,943	\$ 1,986
Program Income	\$ 14,150	\$ 1,882
Other Funding Annual Appeal, Fund Raising, Churches, Businesses, Jaycess/Rotary/Lyons	\$ 46,071	\$ 6,127

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 2024 (proposed)	\$ 117,300	\$ 117,300	\$ 1,800
Program Year 2023	\$ 115,546	\$ 115,546	\$ 1,800
Program Year 2022	\$ 133,783	\$ 133,783	\$ 1,400

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:	
Total CDBG Request	\$ 1,800

* 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 (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)

* Required attachment

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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

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

CDBG Funding Request: \$6,000

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

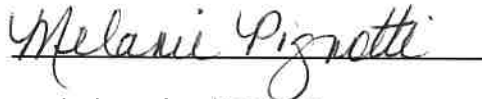
Unique Entity Identifier (UEI) Number: TAJSX46TVQW5

Person Authorized to Submit Application

Name: Melanie Pignotti

Title: Chief Executive Officer

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: 640 Illinois Blvd
Mailing Address 2:
City, State, Zip: Hoffman Estates, IL 60169
Telephone Number: 847-885-0100
Fax Number: N/A
Email Address: mpignotti@cachelps.org
Organization website: 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.

The Children's Advocacy Center of North and Northwest Cook County (CAC)'s Mental Health program provides specialized trauma therapy services to children ages 0-17 who have survived abuse and other forms of violence. CAC accepts the majority of its mental health referrals from its core services program (Forensic and Advocacy Services) following a child's forensic interview during an active criminal investigation. However, outside referrals from law enforcement, DCFS, schools, and other social service agencies are accepted if they meet case criteria. Services are provided in Spanish and English. All services are free of charge to clients. CAC Trauma Therapists hold a master's degree in social work, mental health counseling, or psychology. Additionally, they must hold a professional license or be licensure eligible receiving weekly clinical supervision. The completion of a 40 hour training in an evidence-based trauma therapy model must be completed within 6 months of hire. Screening and assessment are key to identifying clients who need CAC's specialized services. A detailed biopsychosocial assessment is completed for individualized treatment planning along with psychometrics. Treatment plan reviews are done routinely. A utilization review for on-going services is done at 20 sessions; outcomes of the review include extended trauma therapy services, termination, or outside referrals. Funding is being sought to support personnel costs for the program's Trauma Therapists.

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

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.

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.

Criteria includes children ages 0-17 who have been a victim and/or witness in a child abuse or other violent event, symptoms of post-traumatic stress disorder or acute distress disorder stemming from said event, and a caregiver willing/able to provide support in the child's therapy process.

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

Residents of Mount Prospect receiving CAC's mental health services are primarily served at the satellite office in Arlington Heights (657 E Golf Rd, Unit 307).

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.

Northwest Center Against Sexual Assault (NWCASA) provides trauma therapy to survivors of sexual assault; however, generally their clients are adolescents or adults. CAC and NWCASA work collaboratively to ensure all victims receive services that best meet their needs based on urgency of services and waitlists at both agencies and location (proximity to office).

C. Program / Project Client Statistics

1. List services provided to clients (meals served, shelter, counseling, day care, etc.):
Individual, Family, and Group Counseling 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, 2024 – September 30, 2025 (proposed)	180	45	45
October 1, 2023 – present	112	29	0 (different program)
October 1, 2022 – September 30, 2023	180	30	0 (different program)

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

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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)?
CDBG funds would support the health and wellbeing of children who have been a victim of abuse or experienced other forms of violence. All CAC services are accessible and free to Mount Prospect clients despite the ability to pay.
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, funds would be used to provide trauma therapy services to new clients who are residents of Mount Prospect.
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 7
- b. Part-time 1
- c. Volunteers

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

Name, Title: Melanie Pignotti, CEO

Phone Number: 847-744-5206

Email Address: mpignotti@cachelps.org

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

7 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	\$ 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	\$ 320,156	\$
State/Local Funds	\$ 190,086	\$
Private Funds	\$ 165,716	\$
Program Income	\$ 0	\$
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 2024 (proposed)	\$ 1,911,723	\$ 700,000	\$
Program Year 2023	\$ 1,820,689	\$ \$675,958	\$
Program Year 2022	\$ 1,855,945	\$ 703,844	\$ 4,650

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

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

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

G. Performance Measurement Systems

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

2. **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)

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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

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

CDBG Funding Request: \$13,000.00

Organization Name: JOURNEYS | The Road Home

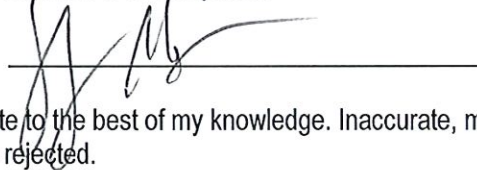
Unique Entity Identifier (UEI) Number: J1NVA5H3Q1W8

Person Authorized to Submit Application

Name: Suzanne Ploger

Title: Director of Development

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, Palatine, IL 60074

Mailing Address 2:

City, State, Zip: Palatine, IL 60074

Telephone Number: 847-963-9163

Fax Number: 847-963-9120

Email Address: s.ploger@journeystheroadhome.org

Organization website: 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 suburban homelessness for residents of Mount Prospect, and 36 surrounding communities. As the sole provider of a comprehensive and therapeutic Continuum of Care, we are experts at building resiliency, improving self-reliance, and breaking the cycle of homelessness through our four interconnected programs: emergency shelter, inteirm housing, supportive housing, and wrap around social services. Services are available to anyone experiencing a housing crisis, whether homeless or at-risk. Our most sought after program is the HOPE Day Center, a drop-in social service and counseling center that meets the emergency and long term needs of families and individuals experiencing a housing crisis.

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

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

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

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

2. Previous CDBG Funding

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

Yes, we have received CDBG 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.

N/A

B. Service Area

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

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

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

- ☒ Yes
☐ No

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

A client must have resided in our service area for 30 days and be either homeless or at-risk of homelessness.

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

St. Marks in Mt. Prospect serves as one of our PADS site on Monday, providing refuge, meals, and hospitality to unhoused residents from Mount Prospect and other communities in our service 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.

JOURNEYS is the only agency in the northwest suburbs providing a comprehensive Continuum of Care to serve and guide residents experiencing homelessness to stable housing. We work with other agencies through the Alliance of End Homelessness in Suburban Cook County, where we share best practices and ensure that there is no duplication of services.

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 60 wrap-around social services that address both critical and long-term needs as we work with clients to help them obtain and keep permanent housing. 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, hair cuts, mail, laundry facility, and shower facility.

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

2. Complete the following table for low- and moderate-income persons to be assisted under 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, 2024 – September 30, 2025 (proposed)	1000	55	55
October 1, 2023 – present	757	45	45
October 1, 2022 – September 30, 2023	915	31	31

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

All services are free to all clients. The clinical staff does track the estimated cost of services, with counseling services such as case management, mental health services, vocational and housing counseling at \$66.00 per hour, and all other services -food pantry, clothing closet, showers, laundry at \$31.00 per hour. Last year, our direct HOPE Center services to adult clients totaled \$241,978.25; meals and health care services provided by Heartland Alliance, are not included.

2023 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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 our clients are currently experiencing homelessness or they are at risk of homelessness. 44% of clients have no income, relying on JOURNEYS secure their basic needs, while 9 out of 10 clients qualify as 'Extremely Low Income' based on AML.

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 19
- b. Part-time 2
- c. Volunteers 2,000

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: (847) 963-9163 ext 122

Email Address: s.makani@journeystheroadhome.org

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

E. Fees and Funding Sources

1. Describe any client fees collected*. If so describe how client fees are used.
JOURNEYS does not collect any client fees. All services are provided to clients free of charge
* Any client fees collected must be used for program costs.

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	\$	\$
HOME Funds	\$	\$
HOPWA Funds	\$	\$

Other Funds

Source	Total Funds	Amount Utilized for Mount Prospect Residents
Other Federal Funds	\$	\$
State/Local Funds	\$ 311,510	\$ 61,302
Private Funds	\$ 938,387	\$ 187,677
Program Income	\$	\$
Other Funding	\$ 243,594	\$ 48,718

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 2024 (proposed)	\$ 2,035,503	\$ 766,372	\$ 13,000
Program Year 2023	\$ 1,850,457	\$ 696,687	\$ 9,900
Program Year 2022	\$ 1,681,825	\$ 633,352	\$ 9,900

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.)	\$ 13,000
Construction/Rehabilitation	\$
Other	\$
Please specify:	
Total CDBG Request	\$ 13,000

* 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 | The Road Home is to individually assess and serve the homeless and near-homeless 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 (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)

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Comprehensive Civil Legal Aid for vulnerable Mount Prospect Residents**

Project Location: Mount Prospect

CDBG Funding Request: \$5,000

Organization Name: North Suburban Legal Aid Clinic

Unique Entity Identifier (UEI) Number: EHBEG3FPJJA5

Person Authorized to Submit Application

Name: Greg Davenport

Title: Director of Development

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: 3500 Western Ave
Mailing Address 2: Suite 2A
City, State, Zip: Highland Park, IL 60035
Telephone Number: 847-737-4042
Fax Number:
Email Address: info@nslegalaid.org
Organization website: nslegalaid.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 Comprehensive Civil Legal Aid program encompasses all of NSLAC's activities, which include civil legal services in the areas of domestic violence, housing, and immigration, as well as frequent guardianship and advanced directives clinics organized by our pro bono team. NSLAC has been active in Mount Prospect since 2017 and has so far helped more than 150 vulnerable Mount Prospect residents receive legal services they would otherwise not have been able to afford.

NSLAC received its first Mount Prospect CDBG award in the 2022-2023 grant cycle. The partnership has been a success and a model referenced with other organizations. The intention for pursuing this specific CDBG funding is twofold. NSLAC does not charge fees for services, every additional dollar helps reach more clients in need. Also, through CDBG grant activities, NSLAC has enhanced its awareness and relationships with community leaders. These steps have led to new collaborative programming, such as the off-site clinics, and cases involving Mount Prospect residents has risen significantly since the first CDBG award. In all of 2022, NSLAC had 18 clients from Mount Prospect. For the 2022-2023 grant cycle, NSLAC provided services to 58 residents. NSLAC is again on pace to match or exceed the 2022-2023 levels of services in this current grant period.

Below is a brief description of the practice areas and types of services that NSLAC offers.

Domestic Violence: The DV Practice focuses on cases involving personal safety for survivors and their children including Emergency and Plenary Orders of Protection, divorce, custody, and other family law matters. There are no income requirements for survivors of domestic violence, as they often do not have access to familial assets. the DV support team, which now includes two licensed social worker, conducts education and outreach activities, builds community partnerships, and assists survivors in securing additional supportive resources. In the 2022-2023 grant period, the DV Practice opened 16 cases for Mount Prospect residents.

Housing: The Housing Practice assists with landlord/tenant relations including evictions, lease disputes, lockouts, and wrongful retaliation. Nearly 60% of all cases opened by the Housing Practice involve eviction matters. Even when an eviction is not avoidable, having NSLAC's representation can help negotiate favorable move out dates and seal the case, helping a client gain new housing and avoid the spiraling effects of homelessness. NSLAC's Housing clients are uniquely vulnerable - compared to other clients, they are on average 11 years older and 3x more likely to have a disability. To help address the challenges surrounding these characteristics, the Housing Practice added a licensed social worker to the practice in the fall of 2023. The social worker has made an immediate impact, most notably helping clients research and secure new affordable housing opportunities. In the 2022-2023 grant period, the Housing Practice opened 16 cases for Mount Prospect residents.

Immigration: The Immigration Practice provides family-based petitions, adjustments of status, Temporary Protected Status, U- and T-nonimmigrant status, VAWA petitions, and asylum cases, among others. Since NSLAC does not receive funds from the Legal Services Corporation, we are able to serve clients regardless of

their immigration status. The team conducts outreach to the immigrant community through presentations and community events. In the 2022-2023 grant period, the Immigration Practice opened 37 cases for Mount Prospect residents.

Pro Bono: NSLAC has a robust network of pro bono attorneys who assist clients in all three of our practices. In the past two years, the team has grown to a team of three, including a full-time pro bono manager, pro bono coordinator and practice assistant. Collectively, NSLAC's pro clinics and trainings have averaged more than 100 annual volunteers in the past two years. In October of 2023, NSLAC's Pro Bono team conducted a Powers of Attorney clinic in partnership with Mount Prospect and volunteers from Abbot and Matlin Law Group.

2024-2025 Programmatic Goals:

- 1) Continue holding 1 Mount Prospect clinic per month
- 2) Directly serve 4-5 clients through Mount Prospect CDBG funding. NSLAC is averaging \$1,375 in total expenses per case opened. A \$5,000 award would fund approximately 4-5 cases.
- 3) Serve 40-50 Mount Prospect residents in total

Beyond the numerical goals, are the individual clients lives impacted by free legal aid services. Below is a recent story of impact involving a Mount Prospect resident.

North Suburban Legal Aid Clinic's (NSLAC) Client was a mother to two young children. Her partner's abusive behavior had escalated over time, from verbal and emotional abuse, to physical and sexual acts of violence. The abusive partner harmed her in front of the children, even while she was holding a child. NSLAC's Client was successful in gaining an Emergency Order of Protection on her own, but reached out to NSLAC to assist with extending the order of protection and gaining parental protections for her children. NSLAC provided full representation to the Client at no cost, and was able to finalize an agreement which granted the Client and her children the safety they deserve.

2. Previous CDBG Funding

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

Yes. Cook County CDBG, Waukegan CDBG, Lake County CDBG, Mount Prospect CDBG.

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

- ☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

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

North Suburban Legal Aid Clinic (NSLAC) serves clients living in Lake County and the northern suburbs of 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.

To be eligible for services, clients must live at or below 250% of the federal poverty level. In 2024, this equates to a household income of \$78,000 for a family of four. There are no income requirements, however, for a victim of domestic violence, as a survivor in crisis may not have access to familial assets.

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

All of NSLAC's services are available to Mount Prospect residents. NSLAC does not rent or own physical space in Mount Prospect, however, NSLAC has coordinated virtual clinics with the Village of Mount Prospect. Through this partnership, NSLAC and the Village market regular opportunities for virtual meetings with NSLAC's staff. Prospective clients are able to meet at the Village to receive technical assistance, while NSLAC staff are standing by for the schedule time to address questions and/or schedule intakes. Additionally, NSLAC conducts regular outreach activities, often in partnership with another social service provider. These relationships are critical as legal services are rarely the first point of contact for a client in crisis. In the calendar year 2023, more than 70% of all cases opened were referred to NSLAC by an service partners, a list that totaled 143 unique organizations. An example of a recent outreach activity in Mount Propsect is an Immigration Know Your Rights presentation conducted at the Mount Prospect Community Connections Center.

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.

NSLAC builds relationships and communication networks with many aligning non-profits, which reduces duplication of services and connects clients with the resources best suited to their situation. In the Chicago metro area, there are other legal aid providers with similar missions, such as Legal Aid Chicago and Prairie State Legal Services. However, there are limited legal aid providers overlapping NSLAC's service area, specifically the areas served by the Skokie, Rolling Meadows, and Lake County courthouses. The demand for free legal aid in these communities still far outweighs the capacity of NSLAC and aligned partners. Additionally, NSLAC fills an important niche in the service area in that all practice areas can accept clients regardless of immigration status, and the income threshold for eligibility, 250% of the poverty level, is higher than some other organizations and allows us to serve more people.

C. Program / Project Client Statistics

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

NSLAC provides direct legal services to low-income at risk clients in the practice areas of Domestic Violence, Housing, and Immigration. A case opened can represent a one hour counsel and advice session with a licensed attorney, to years long representation for an asylum (immigration) or divorce case (domestic violence). Types of cases opened include but are not limited to orders of protection, divorces, custody, wrongful eviction, security deposits, citizenship, U Visas, and asylum.

In addition to the legal services provided, each practice area has at least one licensed social worker or a resource coordinator. This position is responsible for assisting clients with ancillary needs, such as food, shelter, or counseling. NSLAC's social workers and resource coordinators track outcomes such but not limited to referrals completed, housing obtained, and rental assistance obtained.

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, 2024 – September 30, 2025 (proposed)	2600	50-60	4-5
October 1, 2023 – present	1452 (YTD 4.25)	31(YTD 4.25)	2-3 (YTD 4-5)
October 1, 2022 – September 30, 2023	2132	58	3-4

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

In 2023, NSLAC averaged approximately \$1,375 in total expenses per case opened. This coefficient can fluctuate each year based on the types of cases opened, but the ratio has remained fairly consistent the past few years. When analyzed individually, each case opened can have a very different cost associated. A case opened could involve a 1-hour counsel and advice session, to an asylum or divorce case which can take months/years to resolve.

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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)?

To be eligible for services, clients must live at or below 250% of the federal poverty level, which in 2024 equates to a household income of \$78,000 for a family of four. There are no income limits for a victim of domestic violence as a survivor in crisis may not have access to familial assets, though the majority are low income.

Based on these guidelines, all of NSLAC's clients would fall below the shared 2023 Income Limits for Low/Moderate-Income Households. NSLAC does not charge fees for services, removing a significant barrier to accessing legal services.

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

NSLAC uses cases opened as a key metric for clients/served in a given time period. This performance indicator is useful as the statistic can be compared across different periods and cross referenced with various demographic data. In general, an increase in cases opened indicates a high level of need paired with strong community relationships and quality services. Though rare, NSLAC is open to supporting multiple cases, across different practice areas. While not impossible, it is very rare that a client reported for a previous grant period, returns for services in a different grant period.

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 | 44 |
| b. Part-time | 2 |
| c. Volunteers | 100 |

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: Nareen Kim, Director of Housing Law Practice

Phone Number: 847-737-4042

Email Address: nkim@nslegalaid.org

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

4 years

E. Fees and Funding Sources

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

North Suburban Legal Aid Clinic does not charge fees for services.

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

2. Describe how client fees are used:

N/A

3. List all other funding sources 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	\$
ESG Funds	\$ 0	\$
HOME Funds	\$ 0	\$
HOPWA Funds	\$ 0	\$

Other Funds

Source	Total Funds	Amount Utilized for Mount Prospect Residents
Other Federal Funds	\$ 1,210,399	\$ 20,625
State/Local Funds	\$ 1,331,439	\$ 22,687
Private Funds	\$ 1,452,479	\$ 24,750
Program Income	\$ 0	\$ 0
Other Funding Interest & Miscellaneous	\$ 40,346	\$ 687

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 2024 (proposed)	\$ 4,036,664	\$ 4,036,664	\$ 5000
Program Year 2023	\$ 3,024,727	\$ 3,024,727	\$ 3,000
Program Year 2022	\$ 2,423,130	\$ 2,423,130	\$ 2,900

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 4,750
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$ 250
Construction/Rehabilitation	\$ 0
Other	\$ 0
Please specify:	
Total CDBG Request	\$ 5000

* 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):

North Suburban Legal Aid Clinic's mission is to provide accessible, quality, equitable, free legal services in the areas of domestic violence, housing, and immigration to give low-income, at-risk community members access to justice and the opportunity to live productive and secure lives.

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) 2022-2023 Annual Report

2024 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: V6LTMLHKWEQ8

Person Authorized to Submit Application

Name: Carrie Estrada

Title: Executive Director

Signature: Carrie Estrada

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

Mailing Address 1: 415 West Golf Road

Mailing Address 2: Suite 47

City, State, Zip: Arlington Heights, IL 60005

Telephone Number: 847-806-6526

Fax Number:

Email Address: cestrada@nwcasa.org

Organization website: 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. In addition to staff, NWCASA has 2 master level volunteer therapists to help alleviate the waiting list.

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

Advocacy services include 24/7 emergency room response to 11 area hospitals 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.

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 11 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, 2024 – September 30, 2025 (proposed)	500	15	12
October 1, 2023 – present	257	9	9
October 1, 2022 – September 30, 2023	502	17	14

- Please state anticipated cost per client per service for the 2024-25 program year.**
NWCASA anticipates a cost between \$6,000 - \$8,000 per client during the 2024-25 program year depending on individual client needs.

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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 an assault 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 | 16 |
| b. Part-time | 3 |
| c. Volunteers | 27 |

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

Name, Title: Rebecca Plascencia, Deputy Director

Phone Number: 847-806-6526 x350

Email Address: rplascencia@nwcasa.org

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

E. Fees and Funding Sources

1. Describe any client fees collected*. 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	\$ 650,882	\$ 19,526
State/Local Funds	\$ 718,132	\$ 21,543
Private Funds	\$ 82,305	\$ 0
Program Income	\$ 0	\$ 0
Other Funding United Way	\$ 20,000	\$ 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 2024 (proposed)	\$ 1,471,319	\$ 1,029,923	\$ 15,000
Program Year 2023	\$ 1,491,646	\$ 1,039,994	\$ 6,875
Program Year 2022	\$ 1,376,554	\$ 1,079,454	\$ 6,000

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 15,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$ 0
Construction/Rehabilitation	\$ 0
Other	\$ 0
Please specify: n/a	
Total CDBG Request	\$ 15,000

* 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 (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)

* Required attachment

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Housing Counseling and Assistance**

Project Location: 1300 W Northwest Highway, Mount Prospect, IL 60056

CDBG Funding Request: \$30,000

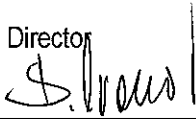
Organization Name: Northwest Compass, Inc.

Unique Entity Identifier (UEI) Number: EJ55KHMKF785

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: 847-392-2344

Fax Number:

Email Address: sivanov@northwestcompass.org

Organization website: 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.

Northwest Compass is humbly requesting financial assistance for programs and services under our Housing Program which stabilizes residents of the Village of Mount Prospect who are experiencing a housing crisis ranging from homelessness to housing instability. Northwest Compass offers programs in three major categories: Stabilization, Empowerment, and Housing by providing crisis intervention, comprehensive solution-focused case management, counseling and assistance to people experiencing housing instability or homelessness and connecting them to housing options, resources, and various essential supportive services. Our housing program specifically focuses on housing counseling, homelessness diversion and prevention, housing navigation, rapid re-housing, and immediate short-term rent assistance to aid individuals and families at risk of becoming homeless for the first time or assist them to exit homelessness as quickly as possible. The program also facilitates Transitional Living, Permanent Supportive Housing, and Youth Housing

Demonstration Project components. In addition, we offer wrap-around services and care coordination in order to provide the client with the needed additional assistance and support they may need outside of housing. Supportive services include job readiness, career counseling, financial education, referrals to mental health or substance abuse services, assistance with applying for mainstream benefits, clothing vouchers, transportation assistance, and more. Providing supportive services to address a variety of needs can allow clients to make better informed choices and build a foundation toward creating a stable and sustainable future.

We are the lead agency in the North and the only walk-in center for anyone in Suburban Cook County including residents of Mount Prospect who are in need of housing assistance. Ours is the only program that provides individual counseling, assistance, and education for a clientele experiencing homelessness as a partner in the Coordinated Entry Initiative in the Cook County area. In recent years, residents of Mount Prospect seeking services is growing. We are working with Mount Prospect families struggling to pay rent, living in their cars or doubling up, people seeking shelter outdoors, at-risk youth, as well as residents working multiple jobs that still cannot make ends meet or find affordable housing. We serve each individual with respect and understand that oftentimes all it takes is one major unexpected expense that can put households in crisis. Some families are unable to meet their housing financial obligation due to a temporary hardship such as an illness or loss of employment. All residents of Mount Prospect who are experiencing a housing crisis are eligible for our housing program and supportive services. We do not turn people away.

To be eligible for housing assistance toward rent, the resident must meet the eligibility criteria of being currently homeless, "homeless with a roof" (as defined by HUD), or in danger of being evicted.

Currently, we operate 10 apartments that are part of the Permanent Supportive Housing "PSH", Transitional Housing "TH", Youth "YHDP", and Rapid Rehousing "RRH" programs. These programs embrace the "housing first" approach which prioritizes providing housing to the most vulnerable and is guided by the belief that people need basic necessities like shelter and food before they can seek employment or improve their budgeting skills, for example. Participating clients can be confident in the web of support we provide them with. Our caseworkers are available to listen, support, and guide our participants as they move through life's challenges. Clients in our housing program are assisted with solution-focused case management on an as-needed basis, generally in intervals of one hour, which can vary in duration depending on the household's needs; these meetings typically

occur bi-monthly or as needed. Clients that qualify for financial assistance for rent or mortgage may receive up to one month's worth of assistance.

Northwest Compass is currently working on addressing the issue of homelessness of our youth (ages 18-24). Our HYPE Program (Helping Youth on the Path to Empowerment) focuses on helping the invisible yet growing population of youth experiencing homelessness and/or housing instability. To further enhance the work done with unaccompanied youth, beginning with those in high school and up to age 24, we started the Suburban Youth Networking Coalition (SYNC). This coalition of community partners (local libraries, social service organizations, police departments, etc) gather bi-monthly to support and empower youth through a coordinated effort to increase access to services.

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 worked with Mount Prospect, Arlington Heights, Palatine, Schaumburg, and 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.

Northwest Compass is the lead agency providing programs to the underserved low-income populations in the Northwest Suburbs of Cook County for over 38 years. Municipalities we serve include Barrington, Elk Grove Village, Buffalo Grove, Arlington Heights, Wheeling, Roselle, Mount Prospect, Hoffman Estates, Streamwood, Des Plaines, Park Ridge, Rolling Meadows, Schaumburg, and Wheeling.

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

- ☒ Yes
☐ No

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

Direct client funding assistance towards rent and mortgage payments depends on the requirements of our funding sources. All residents of the Village of Mount Prospect who are experiencing a housing crisis or homelessness qualify for counseling services and assistance through our housing programs. In order to be eligible, participants must reside within the boundaries of the Village of Mount Prospect, fulfill low-income guidelines used by CDBG, be in danger of being evicted, in a housing crisis, or experiencing homelessness (as defined by HUD).

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

All programs and services are provided based out of our office in Mount Prospect located at 1300 W Northwest Highway. All of our services are available to and frequently utilized by residents of the Village of Mount Prospect. In fact, each year we are serving more individuals in Mount Prospect than we propose to serve because the need is so great and continues to grow and outpace our expectations.

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.

Northwest Compass is the lead agency and ONLY walk-in center in the North (one of only 4 walk-in centers total in the Suburban Cook County area for Coordinated Entry - a HUD mandate initiative to coordinate housing and supportive services in the Suburban Cook area. As such, all social service organizations receiving HUD and State funding are required to refer clients experiencing a housing crisis to an agency such as ours to coordinate housing options and provide access to housing services. We are the ONLY agency that is providing street outreach to people who are homeless. Over 85% of the phone calls and in-person visits to Northwest Compass consist of requests for services associated with acquiring the necessary resources to stay in their homes. Due to the increasing costs of living in our area it is difficult for some individuals and families to make ends meet even while working multiple jobs. We have seen an increased number of families living in poverty in the Northwest Suburbs and the demand for our services is now even greater and our resources are stretched thin now more than ever due to the expiration of Covid relief funds.

Northwest Compass has many partners in the North Suburbs. These agencies provide limited housing counseling and often restrict their services based on the requirement of active homelessness, length of homelessness, gender, age, and a variety of limiting factors. Northwest Compass offers services with no restrictions and operates under the banner of "Turn No One Away".

C. Program / Project Client Statistics

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

Services include a full scale food pantry, housing counseling and navigation, rent/mortgage assistance, rapid rehousing, transitional housing, street outreach, homelessness diversion, emergency housing in hotels, youth housing program and a variety of wrap around essential 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, 2024 – September 30, 2025 (proposed)	6800	580	110
October 1, 2023 – present	3200	481	81
October 1, 2022 – September 30, 2023	6700	574	350

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

Anticipated average cost per clients is \$150.

2023 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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)?

CDBG funds will be used to assist low-income Mount Prospect residents who are crisis. All of our clients are either moderate- or low-income. Anyone who comes to us for assistance will undergo an intake process and will be offered any number of our services based on their individual needs. Individual needs may include rent or mortgage assistance, an emergency hotel stay, food assistance, and travel vouchers, among others.

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

We anticipate that we will have new Mount Prospect clients in the coming year in which case these individuals will not have previously been served using CDBG funds.

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 | 9 |
| b. Part-time | 2 |
| c. Volunteers | 3 |

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

Name, Title: Anna Klimkowicz

Phone Number: 847-392-2344 x 402

Email Address: aklimkowicz@northwestcompass.org

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

12 years

E. Fees and Funding Sources

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

We do not charge any fees for service.

** 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	\$ 49,714	\$ 2,617
HOME Funds	\$	\$
HOPWA Funds	\$	\$

Other Funds

Source	Total Funds	Amount Utilized for Mount Prospect Residents
Other Federal Funds	\$	\$
State/Local Funds	\$ 250,000	\$ 13,158
Private Funds	\$ 15,000	\$ 789
Program Income	\$	\$
Other Funding United Way	\$ 195,421	\$ 10,285

4. Does your 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 2024 (proposed)	\$ N/A	\$ N/A	\$ 30,000
Program Year 2023	\$ 3,156,554	\$ 510,135	\$ 9,000
Program Year 2022	\$ 2,345,996	\$ 360,000	\$ 14,000

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$ 30,000
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$
Construction/Rehabilitation	\$
Other	\$
Please specify:	
Total CDBG Request	\$ 30,000

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

G. Performance Measurement Systems

1. 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):

Our mission is to enhance our community by providing emergency services, education, and empowerment which foster personal responsibility for those who are vulnerable or in crisis.

2. 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)

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **Single Family Repair Program (SFR)**

Project Location: Mt. Prospect

CDBG Funding Request: 50,000.00

Organization Name: North West Housing Partnership

Unique Entity Identifier (UEI) Number: D9EDFKW4N256

Person Authorized to Submit Application

Name: Paula Bush

Title: Executive Director/CEO

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, Illinois 60173

Telephone Number: 847-969-0561

Fax Number: 847-969-0564

Email Address: paulabush@nwHP.net

Organization website: www.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.

Home improvement for homeowners can be overwhelming and costly for people with limited income and resources. Consequently, maintaining the home is often avoided. Neglecting home improvement can cause damage to the home and create unsafe living conditions for homeowners. North West Housing Partnership will administer the Village of Mount Prospect 0% interest deferred loan Home Repair Program. The program will allow residents to borrow up to \$25,000.00 for low income residents to make much needed home repairs. The types of services includes basic structural repairs, weatherization, electrical, carpentry, plumbing, water heater replacement and energy efficiency material. Health, code and safety issues will be addressed. The goal is to sustain and preserve affordable housing. The Single Family Repair Program will keep home repair cost to homeowners affordable.

2. Previous CDBG Funding

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

Yes, NWHP receives CDBG funding from the following municipalities: City of Des Plaines, Village of Hoffman Estates, Village of Schaumburg and Village of Skokie.

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.

For the SFR program North West Housing Partnership services suburban northwest Cook County (Des Plaines, Hoffman Estates, Schaumburg and Skokie).

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 no additional criteria for the SFR program/project.

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

NWHP also provides a handyman program for residents in the village of Mount Prospect. Senior clients that participate in our handyman program can be provided information on the SFR program.

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

To my knowledge, there is no other agency besides NWHP in our service area that administer a major home rehabilitation program.

C. Program / Project Client Statistics

- List services provided to clients (meals served, shelter, counseling, day care, etc.):**
Home rehabilitation. NWHP has 2 HUD certified housing counselors that collectively have 29 years of administering single family repair programs for municipalities, Cook County Department of Planning and Development and IHDA. Residents of Mount Prospect that participate in the program will receive additional resources and referrals if needed to help improve their housing situation.
- 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, 2024 – September 30, 2025 (proposed)	0	2	2
October 1, 2023 – present	0	0	0
October 1, 2022 – September 30, 2023	0	0	0

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

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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

Phone Number: 847-969-0561

Email Address: paulabush@nwhp.net

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

Paula Bush 16
Michael Whelan 14
Michelle Hill 13
Debbie Kiskowski 8

E. Fees and Funding Sources

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

No client fees will be collected for the Single Family 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

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 2024 (proposed)	\$ 50,000	\$ 50,000	\$ 50,000
Program Year 2023	\$ 0	\$ 0	\$ 0
Program Year 2022	\$ 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*	\$ 7,500
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$
Construction/Rehabilitation	\$ 42,500
Other	\$
Please specify:	
Total CDBG Request	\$ 50,000

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

G. Performance Measurement Systems

1. 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):

Through a fiscally responsible and multi-faceted approach, North West Housing Partnership (NWHPP) promotes public and private partnerships that create and preserve cost-effective quality diverse housing for low to moderate income residents and workers through housing development, 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 (one hard copy, electronic copy or web address where the audit can be found only)
- ☐ Most recent A-133 audit, if required *NA*
- ☒ 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.). *NA*
- ☐ Other (please describe) *NA*

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service:	Accessible Deck, Ramp and Walkway at Andoa CILA Residence
Project Location:	1818 Andoa Lane, Mount Prospect, IL 60056
CDBG Funding Request:	\$25,000

Organization Name:	Search Inc.
Unique Entity Identifier (UEI) Number:	014186936

Person Authorized to Submit Application

Name: Cory Gumm

Title: Chief Executive Officer

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:	1925 N Clybourn Ave
Mailing Address 2:	2 nd Floor
City, State, Zip:	Chicago, IL 60614
Telephone Number:	(773) 305-5000
Fax Number:	(773) 305-0739
Email Address:	cgumm@search-inc.org
Organization website:	www.search-inc.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.

Search Inc. respectfully requests funding to build a new accessible deck, ramp and concrete walkway at our supported living residence located at 1818 Andoa Lane in Mount Prospect. We are seeking funding to upgrade our outdoor environment for the residents to comfortably ambulate outside of their home. Currently, the outdoor area is inaccessible to residents, and this project will allow the residents easier access to and from their home, as well as greater access to outdoor space. The improved access to outdoor space will also support residents to comfortably age-in-place and reside in the home for years to come.

Search's Supported Living program currently operates 27 community-based living arrangements for 165 people with intellectual and developmental disabilities, supporting full, meaningful and active lives in the community. We ensure the health, safety and well-being of the individuals who participate in this program through the delivery of 24/7 support services.

Search has eight (8) CILA homes located in Mount Prospect, in addition to our largest Adult Learning program site at 625 Slawin Court. The Andoa residence is home to four men with intellectual and developmental disabilities. This project is identified as a key accessibility project that would allow the men easier, safer access to and from the home, as well as greater accessibility to enjoy the outdoor space. We want to avoid any safety concerns for the long-term residents of this home, creating a comfortable environment to remain in the home for many years and age-in-place.

2. Previous CDBG Funding

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

Yes, Search has previously received CDBG funds, from both the Village of Mount Prospect and the Village of Skokie. Past projects have focused on both energy efficiency (window, door and roof replacement projects) and accessibility (bathrooms, ramps, etc.).

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

- ☐ Yes
☒ No

If so, please specify how funds will be used.

No funds will be used for research and development.

B. Service Area

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

Search's Supported Living program operates 27 residences in Skokie, Morton Grove, Mount Prospect and Chicago. Our Adult Learning program sites are located in Mount Prospect, Evanston and the Chicago neighborhoods of Norwood Park and Lincoln Square.

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

- ☒ Yes
☐ No

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

Search's Supported Living program supports 46 people with disabilities who live in Mount Prospect. The Andoa residence is home to 4 men. Search serves individuals aged 18 or older who have a diagnosis of an intellectual or developmental disability.

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

Search currently operates 8 Supported Living residences in Mount Prospect. Search also operates an Adult Learning program in Mount Prospect that serves between 100-150 adults with education and training on a daily basis. This site is located at 625 Slawin Court.

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.

Yes, there are other agencies who operate homes in the same service area, including Clearbrook and Trinity Services, Inc. Search is well-known for our beautiful, well-maintained homes and for the rich community integration experiences that we provide to the people we support.

C. Program / Project Client Statistics

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

Individuals in Search's Supported Living program receive residential support services (housing, meals, support with everyday living) on a daily basis, 365 days a year. These individuals also receive comprehensive case management, medical and behavioral health 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, 2024 – September 30, 2025 (proposed)	165	46	4
October 1, 2023 – present	165	45	4
October 1, 2022 – September 30, 2023	165	45	6

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

\$99,246

2023 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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)?

Search supports an underserved population of individuals with IDD, including individuals with autism, sensory defensiveness and communication challenges. 100% of the 350 individuals with IDD we support are economically disadvantaged and low-income.

The people we support have substantial functional limitations in at least one of the following areas: self-care, self-direction, capacity for independent living, and economic self-sufficiency. For those in our Supported Living program specifically, these individuals rely on Search to meet their basic needs, including providing meals, safe housing and coordinating medical appointments. Additionally, we have a large aging population. 38% of our individuals are 35-55 years old, and 37% are 55+ years old, with only 25% in the range of 18-35 years old. Our goal at Search is for all individuals to have stability in their living environment and age-in-place alongside staff they are comfortable with.

Mount Prospect CDBG funds will directly reach the population named above, all of whom are low-to-moderate income and live in Mount Prospect. This CDBG funding will make significant improvements to the home of Mount Prospect residents with intellectual and developmental disabilities, fostering a healthy environment that supports their overall well-being.

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

No, the previous CDBG funding from Mount Prospect was also provided to make accessibility improvements to the bathroom at 1818 Andoa Lane.

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 | 26 |
| b. Part-time | 0 |
| 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: Shawn Kirby, Physical Plant Manager

Phone Number: (847) 962-4217

Email Address: skirby@search-inc.org

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

25 years

E. Fees and Funding Sources

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

N/A. Search receives reimbursement for direct services provided from the State of Illinois through the Federal Medicaid Waiver Program.

** 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	\$	\$
HOME Funds	\$	\$
HOPWA Funds	\$	\$

Other Funds

Source	Total Funds	Amount Utilized for Mount Prospect Residents
Other Federal Funds	\$ 25,000	\$ 25,000
State/Local Funds	\$ 15,315,634	\$ 4,176,991
Private Funds	\$ 135,948	\$ 37,077
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 2024 (proposed)	\$ 23,316,893	\$ 17,487,440	\$ 25,000
Program Year 2023	\$ 22,365,242	\$ 16,529,112	\$ 25,000
Program Year 2022	\$ 21,200,559	\$ 13,580,831	\$ 25,000

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$
Construction/Rehabilitation	\$ 25,000
Other	\$
Please specify:	
Total CDBG Request	\$ 25,000

* 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):

Search empowers individuals with intellectual and developmental disabilities to achieve their full potential, accept a valued role in their community and lead rich, rewarding lives.

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) 2023 Annual Report

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

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

Project Location: Village of Mount Prospect

CDBG Funding Request: \$7,500

Organization Name: Suburban Primary Health Care Council

Unique Entity Identifier (UEI) Number: 195773900000

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 Drive
Mailing Address 2: Suite #2507
City, State, Zip: Westchester, IL 60514
Telephone Number: 708.531.0680
Fax Number: 708.531.0686
Email Address: kimberlym@accesstocare.org
Organization website: 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.

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

2. Previous CDBG Funding

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

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

- ☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

1. Describe your 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 (or who have \$1500 or greater per person annual medical insurance deductible) and are not eligible for public programs such as Medicaid.

4. What facilities, services, or programs are operated in 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, 2024 – September 30, 2025 (proposed)	5000	175	26
October 1, 2023 – present	4694	168	15
October 1, 2022 – September 30, 2023	5371	171	22

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

ATC anticipates the per person cost to remain similar to the 2023-2024 budgeted amount of \$666.50 per person annually and \$287.86 per person annually for direct provider costs.

2023 Income Limits	Household Size							
	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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 \$7500 would assist Access to Care in enrolling 26 residents of Mount Prospect in the Access to Care program for one year. They would be assigned to a primary care physician and would be allowed to see their provider for an unlimited number of office visits for \$5 each. Additionally, they may have an unlimited number of routine lab tests and x-rays for \$5 co-payments per specimen or x-ray. Prescriptions are filled for \$15 - \$40 co-payments. Behavioral Health Services are provided as an extension of primary health care for a \$5 co-payment per session. Access to Care also facilitates appointments for specialty care within the Cook County Hospital system.

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 Mt. 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 | 0 |
| c. Volunteers | 19 |

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

Name, Title: Kimberly A Mertz, COO

Phone Number: 708.531.0680 x227

Email Address: kimberlym@accesstocare.org

3. How long has the staff member identified above been with the agency? 34 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 & \$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	\$ 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	\$ 955,000	\$ 28,650
Private Funds	\$ 850,000	\$ 25,500
Program Income	\$ 0	\$ 0
Other Funding special events, investments, service contracts, individual donations & reserves	\$ 861,000	\$ 25,830

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 2024 (proposed)	\$ 2,666,000	\$ 2,666,000	\$ 7,500
Program Year 2023	\$ 2,666,000	\$ 2,666,000	\$ 6,000
Program Year 2022	\$ 2,642,000	\$ 2,642,000	\$ 7,000

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

Use of CDBG Funds	CDBG Amount
Payroll of employees providing direct client service*	\$
Other direct client service costs (ex. Enrollment fee, fee per night of service, etc.)	\$
Construction/Rehabilitation	\$
Other	\$ 7,500
Please specify: funds used for direct provider service costs: physicians, laboratory, radiology, social work and pharmacy	
Total CDBG Request	\$ 7,500

* 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 (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)

2024 Application Summary Sheet

Mount Prospect Community Development Block Grant (CDBG) Program

Name for Proposed Project or Service: **WINGS Emergency Shelter**

Project Location: WINGS Suburban Safe House

CDBG Funding Request: \$6,000

Organization Name: WINGS Program, Inc. (WINGS)

Unique Entity Identifier (UEI) Number: URWMBJDBGED3

Person Authorized to Submit Application

Name: Leticia Fiorito

Title: Government Relations 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: P.O. Box 65915

Mailing Address 2:

City, State, Zip: Palatine, Illinois

Telephone Number: 847-719-7820 X232 or 773.771.0175 Remote

Fax Number: 847-719-7821

Email Address: lfiorito@wingsprogram.com

Organization website: <http://wingsprogram.com>

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

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

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

Since 1985, WINGS has relied upon its Mission and its ability to pivot and create new partnerships and programs to best serve its clients. WINGS Mission is to provide housing, integrative services, advocacy and education to end Domestic Violence. In FY21, WINGS initiated Survivor Life Line to provide a Lived Experience Mentor to current clients, in FY23 WINGS initiated an Adult Counseling program and in FY24 WINGS opened the Foglia Family Resource Center. WINGS offers safety planning, counseling, Children and Family Services programs, support groups and parenting education at the new state-of-the art facility. Over 38 years WINGS has developed partnerships with community and government partners to provide services that may be beyond WINGS' scope. A few examples of these partnerships includes Northwest Compass, Apna Ghar, Center on Halsted and Jesse Brown VA.

2. Previous CDBG Funding

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

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

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

- ☐ Yes
☒ No

If so, please specify how funds will be used.

B. Service Area

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

WINGS services are delivered in Cook County. However, WINGS serves anyone fleeing domestic violence regardless of their original location whether it be local, state-wide or nationwide.

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 residents (clients) are fleeing domestic violence. WINGS does not discriminate against anyone seeking services regardless of their age, gender, race, ethnicity, LGBTQI+, Veteran status, LMI, disability, limited- non-English speaking, or immigration status.

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 InKind Distributions program is 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 is the largest provider of domestic violence services in Illinois. WINGS operates the only domestic violence shelter in Northwest Cook County. WINGS is one of the only domestic violence shelters in the Chicago area that can accommodate adult male Survivors and teen male Survivors age 13 and older.

In Fiscal Year 2023 WINGS provided 1,219 program participants with 92,960 nights of emergency, transitional and permanent supportive housing along with individualized and comprehensive services. Recognizing that Survivors of domestic violence and homelessness all face different barriers to stability, WINGS offers a continuum of services including two emergency shelters, 139 units of housing across Metropolitan Chicago, counseling, financial guidance, legal advocacy, career development, life skills, mentoring, Community Based Services and a comprehensive Children and Family Services Program.

In FY24 WINGS opened the Foglia Family Resource Center. WINGS offers safety planning, counseling, Children and Family Services programs, support groups and parenting education at the new state-of-the art facility. The Resource Center is specifically designed for victims preparing to leave their abuser and for Survivors who have secured their own housing. Refined over 38 years of service, the agency has continually produced successful outcomes working toward the vision of creating a society where every Survivor has a voice and the resources to break the cycle of domestic violence.

C. Program / Project Client Statistics

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

WINGS Safe Houses provide emergency shelter, including meals and all integrative services. WINGS housing is offered through its continuum of housing options, which are: Transitional (independent or shared), Permanent Supportive or Rapid. Housing clients also receive integrated services.

WINGS integrative services include but are not limited to: case management, advocacy (housing, legal, healthcare), education (to advance employment and knowledge on DV resources (VESSA and VOCA)), employment services, legal services, children's services, Counseling, food, clothing, transportation, access to Mainstream benefits (SNAP, Medicare, Medicaid) and resident assistance.

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, 2024 – September 30, 2025 (proposed)	1600	10	5
October 1, 2023 – present	850	7	1
October 1, 2022 – September 30, 2023	1219	3	3

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

WINGS anticipates the all-in cost to be \$292/per night of shelter. This is an all-in cost; however, WINGS only charges its CDBG funders at the per bed rate which is \$61.48 per night.

2023 Income Limits

Household Size

	1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
Low/Moderate-Income	\$61,800	\$70,600	\$79,450	\$88,250	\$95,350	\$102,400	\$109,450	\$116,500

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)?

CDBG funds would be used to provide emergency shelter and integrative services to low/moderate-income Mount Prospect residents fleeing domestic violence.

WINGS collaborates directly with the IL Domestic Violence Hotline to receive client referrals in need of services. WINGS also collaborates and community partners with many local and government entities to educate them on our services and provide services to our clients that may be out of WINGS' scope. WINGS promotes its services in each of its four resale stores located in Palatine, Arlington Heights, Niles and Chicago as well as four local hospitals. We will meet our CDBG goals by accepting clients through these programs and other types of referrals.

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 | 14 |
| b. Part-time | 8 |
| c. Volunteers | 24 |

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

Name, Title: Luticia Fiorito, Government Relations Coordinator

Phone Number: 847-519-7820 x 232 office 773.771.0175 Remote

Email Address: lfiorito@wingsprogram.com

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

4 years 8 months

E. Fees and Funding Sources

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

no, services are provided free of charge

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

2. Describe how client fees are used:

n/a

3. List all other funding sources 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	\$ 74,960	\$ 3,748
HOME Funds	\$ 0	\$ 0
HOPWA Funds	\$ 0	\$ 0

Other Funds

Source	Total Funds	Amount Utilized for Mount Prospect Residents
Other Federal Funds	\$ 2,572,384	\$ 6,430
State/Local Funds	\$ 941,225	\$ 4,706
Private Funds	\$ 2,700,000	\$ 0
Program Income	\$ 0	\$ 0
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 2024 (proposed)	\$ 12,604,808	\$ 1,201,102	\$ 6,000
Program Year 2023	\$ 11,795,526	\$ 1,180,703	\$ 5,400
Program Year 2022	\$ 10,723,206	\$ 1,073,367	\$ 4,200

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.)	\$ 6,000
Construction/Rehabilitation	\$
Other	\$
Please specify:	
Total CDBG Request	\$ 6,000

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

G. Performance Measurement Systems

1. 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):**

WINGS Mission is to provide housing, integrative 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 (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) WINGS Summary, link to WINGS Digital Annual Report:
<https://wingsprogram.com/wp-content/uploads/2023/12/WINGS-2023-Annual-Report-for-web.pdf>