

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
SEPTEMBER 9, 2008 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Community Development Block Grant (CDBG) Applications	✓ Resolution Ordinance Motion Discussion Only	Judy Buttny Finance Director

SYNOPSIS

A public hearing has been noticed for September 16, 2008, as part of the regularly scheduled meeting of the Village Council regarding the submission of three 2009 CDBG applications to the DuPage County Community Development Commission. The first application will request funding in the amount of \$38,537 to support a part-time coordinator for the Prentiss Creek Neighborhood Resource Center. The second application will request funding in the amount of \$150,000 to support the Prentiss Creek street light project to install street lights along Midhurst, Aldrich and Oxnard of the Prentiss Creek neighborhood. The third application will request \$45,051 for the funding of the removal/replacement of trees susceptible to emerald ash borer.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2007-2012 identified *Preservation of the Residential and Neighborhood Character*. A supporting objective is *Continuing Reinvestment in the Neighborhoods*.

FISCAL IMPACT

Preliminary estimates for these three projects are \$447,222 yielding a grant request amount of \$233,588.

Project	Total Expense	Grant Request	Funding
Resource Center	\$57,120	\$38,537	Expenses will be included in 2009 requested budget
Streetlights	\$300,000	\$150,000	Project included in future years of the Community Investment Program
Emerald Ash Borer	\$90,102	\$45,051	Expenses will be included in 2009 requested budget
Total	\$447,222	\$233,588	

If the grant is awarded for the streetlights, the project will be moved to the FY09-13 CIP, and staff will request a budget amendment at that time.

RECOMMENDATION

Approval on the September 16, 2008 consent agenda following a public hearing.

BACKGROUND

The CDBG is a federally funded Housing and Urban Development grant that is administered by the DuPage County Community Development Commission. This year in addition to seeking funding support for the Prentiss Creek Neighborhood Resource Center, staff will be seeking funding for two capital projects.

As a result of safety issues, staff discussed submitting an application for street lights along Midhurst, Aldrich and Oxnard with the President of the Prentiss Creek Neighborhood Association. The street light system proposed for the Prentiss area would be solar powered; this would be the first of its kind in Downers Grove and possibly in the area. This represents an effort to provide public infrastructure

enhancements while containing costs and promoting green technology. If CDBG funding is not approved, the Homeowners Association suggested possibly developing a Special Service Area (SSA).

The second capital project will seek grant support for the removal and replacement of trees most susceptible to the emerald ash borer. Staff has identified certain areas of the Village that are eligible for CDBG funding for tree removal and replacement. Village staff is taking a proactive approach is initiating an ash-tree reduction-strategy and hopes this proactive approach will help manage the devastation. This grant will fund the removal of ash trees to limit the number of trees that are more likely to attract and become infested with the emerald ash borer.

ATTACHMENTS

Resolution

Application

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION TO THE
DUPAGE COMMUNITY DEVELOPMENT COMMISSION (CDC) FOR THE
2009 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR THE DUPAGE
COUNTY NEIGHBORHOOD INVESTMENT PROJECT**

WHEREAS, the Village of Downers Grove is a member of the DuPage Community Development Commission; and

WHEREAS, the Village of Downers Grove, a non-profit organization and municipal corporation in the State of Illinois, has prepared an application for Community Development Block Grant funding in the amount of \$45,051 for the project known as the removal and replacement of trees susceptible to Emerald Ash Borer which the Village of Downers Grove intends to submit to the DuPage Community Development Commission for consideration; and

WHEREAS, the policies of the DuPage Community Development Commission require that such applications be sponsored by a member of the Commission; and

WHEREAS, the Village Council has reviewed said grant application, and desires that said application be considered by the DuPage Community Development Commission.

NOW, THEREFORE, be it resolved by the Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village of Downers Grove agrees to sponsor the 2009 application of the Village of Downers Grove in the amount of \$45,051 for the removal and replacement of trees susceptible to Emerald Ash Borer project.

2. That this resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

FY 2009 APPLICATION FORM

DuPage County Neighborhood Investment, Community-Wide Benefit, Accessibility Improvements, and Planning Projects

This application form is for proposals for Neighborhood Investment, Community-Wide Benefit, Accessibility Improvements, and Planning Projects as identified by the DuPage Community Development Commission (CDC). This application must be accompanied by adequate support documentation.

INFORMATION ABOUT THE APPLICANT AND THE APPLICATION

Name of Applicant: Village of Downers Grove

Name of Project: Removal/Replacement of trees susceptible to Emerald Ash Borer

Type of Project: Neighborhood Investment Community-Wide Benefit Planning Project
 Accessibility Improvements

Contact Person: Name: Susan Brassfield Title: Grants Coordinator

Address: Street: 801 Burlington Avenue Zip: 60515

City: Downers Grove State: Illinois

Telephone: 630-434-6878 Fax: 630-434-5571

Total Project Cost of Activities Funded (in whole or in part) by this Application: \$90,102

Total of CDBG Funding Requested to Support These Activities: \$45,051

(See NSA explanation, Part 3.1, in Project Ranking Criteria)

For NSA Projects, Year 2 CDBG Request N.A. Total Project Cost N.A.

For NSA Projects, Year 3 CDBG Request N.A. Total Project Cost N.A.

Project Abstract In the space below, briefly describe the activity for which you are requesting funds pursuant to this application.

The Emerald Ash Borer (EAB) is a potential threat to the Village of Downers Grove with staff expecting to find EAB in the Village by 2010; it has been positively identified within 6 miles of the Village. The Village seeks CDBG funding to remove and replace those ash trees designated as the weakest and therefore, most susceptible to the devastating EAB. This proactive approach in initiating an ash-tree reduction strategy will help manage the devastation this invasive beetle will cause and therefore, ultimately limit the number of ash trees that are more likely to attract and become infested with EAB. This project will include trees that are located in a primarily residential area, on public right-of-way and are in census tract (846002 Block Groups 1,3) (844800 Block Group 5) (844900 Block Group 5) (846307 Block Group 1,3).

Certification: *The undersigned certifies that to the best of his or her knowledge and belief, data in this application and its attachments are true and correct, the document has been duly authorized by the governing body of the organization, and the organization will comply with all regulations and guidelines applicable to DuPage County's Community Development Block Grant and/or Emergency Shelter Grant program, as applicable.*

Authorized Signature: Ron Sandack Title: Mayor

Signed: _____ Date: _____

PART 1: MINIMUM REQUIREMENTS

1.1 Governing Body Authorization: A resolution that this application was authorized by your governing body is included as Attachment A on Page 3

1.2 Public Hearing: In the space below, briefly describe methods used to solicit stakeholder input into the planning process for this application. List date of public hearing.
Legal notice for a Public Hearing was held on September 16, 2008 at Downers Grove Village Hall (801 Burlington Ave. Downers Grove) during a regularly scheduled Council Meeting.

The public hearing notice and minutes are in Attachment B on Page 5-6

1.3 Capacity: Briefly describe the capacity of your organization to carry out the proposed activities. The proceedings incorporating the Village of Downers Grove in the county of DuPage were filed in the Office of Secretary of State on July 11, 1873. The Village of Downers Grove serves a population of 49,403 and is home to more than 200 businesses that employ 58,000 individuals. The 2006 adopted Mission Statement states: "Our Village government provides exceptional municipal services that are valued by our citizens and businesses. We are fiscally responsible, have passion for our customers and have an eye on the future, we engage our citizens and partner with others to make Downers Grove a great community in which to live and to do business."

1.4 Fair Housing Action Plan: A fair housing action plan is a necessary prerequisite to apply for CDBG funding. Summarize the actions that you have taken, or plan to take, to further fair housing in your community. On June 17, 2008 the Downers Grove Village Council authorized an agreement with DuPage County for a consortium agreement under the federal HOME program. As part of this agreement the Village agrees to cooperate to undertake and/or assist in undertaking housing assistance activities in order to alleviate housing problems through the HOME Investment Partnerships Program. Moreover, this agreement authorizes the County to act in a representative capacity as the lead entity for the members of the Consortium and that the County will assume overall responsibilities as the lead entity to ensure that the Consortium's Home Program is carried out in compliance with the requirements of the HOME program.

a. Fair Housing Action Plan is included in Attachment C on Page 8-14

b. **Zoning Ordinance Compliance:** Local policy requires that in order to receive funding a municipality must have a zoning ordinance that is consistent with the amended Civil Rights Act of 1988. These zoning amendments will address the issues of group homes and the definitions of family.

An attorney's letter of opinion regarding consistency is in Attachment D on Page 16

1.5 Location Map: This map is included in Attachment E on Page 18-20

Budget: In the table below, provide information about the total project cost including information on each proposed activity (e.g., sewer, water, streets, landscaping, accessibility, planning, engineering costs, design fees, etc.) Each activity should be a separate line item in the budget. Please note that CDBG funds can only fund actual construction costs. Also note that multi-year funding is available only to Neighborhood Strategy Area Projects. Attach additional supporting information as necessary.

BUDGET SUMMARY for YEAR ONE					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
<i>(EXAMPLES)</i> <ul style="list-style-type: none"> • sanitary sewer • streets • sidewalks <i>installation on Garfield, Washington, and West Streets, Anytown, IL</i>	*\$125,000 *\$62,500 *\$25,000	*Gen. Revenue *Gen. Revenue *Gen. Revenue	January 1999 January 1999 January 1999	*\$375,000 *\$62,500 *\$25,000	*\$500,000 *\$125,000 *\$50,000
Ash tree removal and replacement	45,051	Village Operating Budget	January 2009	45,051	90,102
TOTAL PROJECT COSTS FOR YEAR ONE	45,051			45,051	90,102

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

BUDGET SUMMARY for YEAR TWO					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
<i>(EXAMPLES)</i> <ul style="list-style-type: none"> • <i>sanitary sewer</i> • <i>streets</i> • <i>sidewalks</i> <i>installation on Garfield, Washington, and West Streets, Anytown, IL</i>	*\$125,000 *\$62,500 *\$25,000	*Gen. Revenue *Gen. Revenue *Gen. Revenue	January 1999 January 1999 January 1999	*\$375,000 *\$62,500 *\$25,000	*\$500,000 *\$125,000 *\$50,000
N.A.					
TOTAL PROJECT COSTS FOR YEAR TWO					

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

BUDGET SUMMARY for YEAR THREE					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
(EXAMPLES)					
• sanitary sewer	*\$125,000	*Gen. Revenue	January 1999	*\$375,000	*\$500,000
• streets	*\$62,500	*Gen. Revenue	January 1999	*\$62,500	*\$125,000
• sidewalks	*\$25,000	*Gen. Revenue	January 1999	*\$25,000	*\$50,000
installation on Garfield, Washington, and West Streets, Anytown, IL					
N.A.					
TOTAL PROJECT COSTS FOR YEAR THREE					

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

PART 2: MEETING NATIONAL OBJECTIVES

2.1 Benefit to Low-Income Persons: Indicate the number of low income persons benefited.

Income Range <small>*MFI means Median Family Income.</small>	No. of Persons Benefited	% of Persons Benefited
0-30% of MFI*	684	10.99
31-50% of MFI*	897	14.41
51-80% of MFI*	1,450	23.3
81% + of MFI*	3,193	51.3
TOTAL	6,224	100

Please indicate the source of the income information:

- Income Survey conducted by Applicant
- Census Data, Block Group(s) 1,3 Tract(s) 846002
- Census Data, Block Group(s) 5 Tract(s) 844800, 844900
- Census Data, Block Group(s) 1,3 Tract(s) 846307

Documentation: The source of the above information is in Attachment F on Page 22-36

2.2 Eliminating Conditions of Slums and Blight:

Indicate, in the boxes below, all that apply to the target area: Attach supporting documentation.

- Residential Area
- Nonresidential Area
- Area has been designated as blighted per State requirements
- Area has not been designated as blighted per State requirements
- Area is considered as blighted ___ percentage of structures are considered dilapidated or deteriorating

Describe the conditions of slums and blight.

This residential area does not exhibit conditions of slum and blight. This project meets the national objective of benefiting low and moderate income persons which is the primary objective of the CDBG program.

2.3 Urgent Community Development Needs: Not applicable because no major natural disaster has occurred.

PART 3: PROJECT IMPACT

3.1 Neighborhood Strategy Area (NSA) Improvements

Is the proposed project a part of a NSA approach to planning for neighborhood improvements?

yes or no If yes,

What is the completion date of the NSA plan?

Why is the information still valid?

Neighborhood Needs

The NSA plan must cover "1" or "2," and "3" or "4" of the needs lists below. Please check the appropriate boxes.

1. Infrastructure

2. Facilities and Services

3. Neighborhood Safety/Environmental Hazards

4. Housing Quality

1. Infrastructure Provide a summary description of the Infrastructure needs evaluated in the NSA plan.

2. Facilities and Services Provide a summary description of the Facility and Service needs evaluated in the NSA plan.

3. Neighborhood Safety/Environmental Hazards Provide a summary description of the Neighborhood Safety/Environmental Hazards needs evaluated in the NSA plan.

4. Housing Quality Provide a summary description of the Housing Quality needs evaluated in the NSA plan.

3.2 Housing Affordability Provide information on the affordability of housing in the affected neighborhood.

Affordability Category	Number of Units
Affordable to households at 0-50% of median income	
Affordable to households at 51%-80% of median income	
Affordable to households at 81%-100% of median income	
Affordable to households at over 100% of median income	

Documentation: The NSA plan is in Attachment _____ on Page _____

3.3 Neighborhood Infrastructure and Facilities

This category includes activities that fall into four types. These types are: (A) flood management; (B) water and sanitary sewer; (C) open space and recreation; and (D) streets, sidewalks, street lighting, and other miscellaneous neighborhood facilities. Please provide information on activities appropriate to your project.

A. Flood Management

Please indicate the condition of flooding in the target area. One or more boxes can be checked. Attach supporting documentation.

- Project has been denied for county storm water funding
- A substantial number of dwelling units are flooded on a regular basis and flooding is inside the house.
- A substantial number of dwelling units experience flooding in their yards and streets, with minor basement seepage.
- Residential properties are affected by flooding, but the number is not substantial.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

B. Water and Sanitary Sewer

Please indicate the condition of waters and sewers in the target area. Attach supporting documentation.

- A health or safety hazard exists affecting a substantial number of households
- A health or safety hazard exists, but does not affect a substantial number of households
- There is a need for water and/or sanitary sewer, but a health or safety hazard has not been demonstrated

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

C. Open Space and Recreation

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Project is in a high density area where there are no other facilities within a reasonable walk of the neighborhood.
- Project will be located in an area where there are no other facilities within a reasonable walk of the neighborhood.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

D. Street Improvements, Sidewalks, Street Lighting, and Other Miscellaneous Neighborhood Facilities

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Current facilities, or lack thereof, significantly contributes to a neighborhood safety hazard
- There is a need for facilities, but a health or safety hazard has not been demonstrated

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications. Millions of ash trees are dead or dying from the Emerald Ash Borer (EAB) beetle and millions of ash trees have been removed in hopes of containing EAB infestations. Once infested, ash trees often die within 3-4 years and removal of infested trees is essential. Removal not only limits breeding areas for EAB, but is also important because ash trees become brittle and fall apart once they are dead creating a safety issue of trees possibly falling on structures, automobiles or utility lines. EAB is a potential threat to the Village of Downers Grove with staff expecting to find the EAB beetle in the Village by 2010; it has been positively identified within 6 miles of the Village. Currently, there are more than 3300 green ash, 1100 white ash and a handful of blue ash and European ash. This represents over 18.6% of the public parkway tree population. Removal of suspect ash trees and ash trees in poor health limits the number of trees that are more likely to attract and become infested with EAB beetles. By sorting the ash tree inventory by condition, Village Forestry staff is aggressively reviewing and then removing those trees that are dying, have continual branch breakage, or have poor form, or are otherwise unhealthy. If suitable space is available, replacement plantings will be undertaken with a diverse variety of tree species. Though EAB has not yet been found in Downers Grove, removal of the worst ash trees now will lessen the visual impact of EAB once it eventually is found in the Village. As for the number of persons benefiting from this project, potentially, this project could benefit the entire population of Downers Grove or all 49,403 residents in curtailing the spread of the EAB beetle.

3.4 Accessibility Improvements for People with Disabilities

This category includes activities that will improve accessibility for people with disabilities through capital improvements to public or private facilities or structures.

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Improvement to a public facility that provides specific services to groups that would be expected to have a high percentage of persons with disabilities.

- Improvement to a public facility that would not be expected to have a higher than average use by persons with disabilities.
- Improvement to a private facility.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

3.5 Community-Wide Benefit Activities

This category includes activities that fall into two types. These types are: (A) community-wide facilities, and (B) economic development.

A. Community-Wide Facility

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

Explain why the facility is not feasible as a need cluster activity because of its low priority and/or because of unavailability of funding in the need clusters.

B. Economic Development

Describe the current problems, estimate the number of persons that will benefit, and summarize the project design. The economic impact of EAB will be devastating to all communities infested by this beetle. Each community certified as infested will need to remove every ash tree costing hundreds of thousands of dollars to an already severely tight budget. Ash trees represent over 18.6% of the public parkway tree population. Though EAB has not yet been found in Downers Grove, removal of the worst ash trees now will lessen the financial and visual impact of EAB once it is eventually found in the Village. Through means of economic development all of these ash trees will need to be removed; estimated at \$250,000 annually over at least the next five years. Current survey data conducted by the Department of Agriculture reveals that Illinois is entering a period of time where EAB is on the verge of rapid spread. This will be a significant urban management and economic development problem for every municipality with large ash inventories. It will take the cooperative effort of everyone including federal, state, local official, tree care professionals and local residents to manage the devastation this invasive pest will cause. The major goal of economic development is to provide infrastructure and services to sustain a vibrant community and this project will fulfill this major goal.

3.6 Planning Studies

The role of a planning study is to implement the other objectives of the CDBG program. Please indicate below the type of plan to be done.

- Affordable housing plan
- Neighborhood planning related to multi-year Neighborhood Strategy Areas
- Multi-jurisdictional land use, growth management, and development control activities plan

Describe the proposed planning study and summarize the project design.

3.7 Other CDBG Objectives

A. Benefit to Minorities Describe benefit to minority populations in the table below.

Mono-racial

	No. of Persons Benefited	% of Persons Benefited
Race: White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	<u>21313</u>	<u>89.7</u>
Race: Black / African American		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	<u>600</u>	<u>2.5</u>
Race: Asian		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	<u>1148</u>	<u>4.8</u>
Race: American Indian / Alaskan Native		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	<u>25</u>	<u>0.1</u>
Race: Native Hawaiian / Other Pacific Islander		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	<u>1</u>	<u>0</u>
Per 2000 Census		
Some other race	361	1.5
Hispanic or Latino (of any race) part of the total percentage	1,246	

Bi-racial and Multi-racial

Race: Asian and White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: Black / African American and White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: American Indian/ Alaska native and Black / African American		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: Other Multi-racial		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	326	1.4

Documentation: The source of the above information is in Attachment G on Page 38-45

B. Benefit for crime prevention/reduction

Describe any direct emphasis the project will have on crime prevention. Attach supporting documentation

C. Benefit for historic/environmental protection/energy conservation

Describe any direct emphasis the project will have on these items. Attach supporting documentation.

Attachment H on Page 47-48

Removal and replacement of ash trees susceptible to EAB will help curtail the spread of EAB and ultimately, assist in protecting the environment from further devastation that this beetle will cause.

D. Leveraging of funds (See explanation page 7 of Project Ranking Criteria)

E. Distribution Equity Adjustment for Municipal Projects (See explanation in page 8 of Project Ranking Criteria)

PART 4: PROJECT READINESS

4.1 Description of Readiness Describe how much planning work has been completed at the time of application, what work will be completed by the time agreement is executed, and what obstacles could remain in the way of completing each activity within one year. Forestry staff has a computerized tree inventory of all the public parkway trees. Currently, there are more than 3,300 green ash and 1,100 white ash. This represents over 18.6% of the public parkway tree population. Forestry staff is aggressively reviewing its ash tree inventory by condition in determining which trees are the most susceptible to EAB. Then, over the next five years, staff will focus on removing the weakest trees first. In grant year one (4/1/09-3/31/10), staff will remove the weakest trees denoted on Maps 1-3 (see attachment E on pages 18-20). Currently, Downers Grove is one of more than 35 communities participating in an EAB detection survey. The survey, conducted in cooperation with the Morton Arboretum and state entomologists, is designed to determine whether or not the beetle could already be present throughout northern Illinois. Throughout the Village, declining ash trees are also being dissected and inspected for the presence of EAB larvae.

Provide a schedule of activities for the project. For activities already completed, show the actual completion date and submit documentation.

Activity	Completion Date
Project team established	1/2006
Site control	
• Property acquired	N/A
• Option acquired	N/A
• All easements acquired	N/A
• Other	N/A
Other project authorization	
• Approval of Special Service Area	N/A
• Facilities Planning Area (FPA) approval	N/A
• Property annexation complete	N/A
• Other	N/A
Completion of preliminary engineering, or project design	N/A
Completion of final engineering, or project design	N/A
Advertise for bids	1/2009
Award of contracts	1/2009
Start of project	5/2009
Substantial project completion	11/2009
50% of Funds Expended	1/2010
100% of Funds Expended	3/2010

1. Describe the project team. Who will be responsible for each project component?

The Village Forester and the Assistant Village Forester will be responsible for all key components of the project.

2. Explain any site control issues and provide necessary documentation.

There are no site control issues that have been identified or anticipated.

3. Explain any authorization issues and provide necessary documentation.

Village Council will need to approve the 2009 Operating budget. The Village is currently in the process of developing next year's budget. The budget will go before Council for approval in November/December 2008. The Downers Grove Village Council will need to authorize awarding of a contract.

PART 5: FAIR HOUSING ACTION PLAN

A copy of the Fair Housing Action Plan is included as Attachment C

If any actions regarding Fair Housing have taken place in the past 12 months, please detail.

On June 17, 2008 the Downers Grove Village Council authorized an agreement with DuPage County for a consortium agreement under the federal HOME program.

Outreach to those minority groups underrepresented within the jurisdiction, through advertising in minority

media and contact with minority civil rights, community, and church groups are performed regularly. The Village is an EOE and the Village performs outreach through the Prentiss Creek Neighborhood Resource Center.

Support for and assistance to fair housing groups, both public and private was initiated in the form of the Village ceding bond cap authority to IHDA in 2008.

Organizing business, church, civic, community and political leaders to support and act to further fair housing is in the form of the Village's Ad Hoc Housing Committee.

Providing financial, legislative, and other support to enable the provision of affordable and low income housing within the jurisdiction was initiated in the form of the Village ceding bond cap authority to IHDA in 2008.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION TO THE
DUPAGE COMMUNITY DEVELOPMENT COMMISSION (CDC) FOR THE
2009 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR THE DUPAGE
COUNTY NEIGHBORHOOD INVESTMENT PROJECT**

WHEREAS, the Village of Downers Grove is a member of the DuPage Community Development Commission; and

WHEREAS, the Village of Downers Grove, a non-profit organization and municipal corporation in the State of Illinois, has prepared an application for Community Development Block Grant funding in the amount of \$150,000 for the project known as the Prentiss Creek Street Lights which the Village of Downers Grove intends to submit to the DuPage Community Development Commission for consideration; and

WHEREAS, the policies of the DuPage Community Development Commission require that such applications be sponsored by a member of the Commission; and

WHEREAS, the Village Council has reviewed said grant application, and desires that said application be considered by the DuPage Community Development Commission.

NOW, THEREFORE, be it resolved by the Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village of Downers Grove agrees to sponsor the 2009 application of the Village of Downers Grove in the amount of \$150,000 for the Prentiss Creek Street Lights project.
2. That this resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

FY 2009 APPLICATION FORM

DuPage County Neighborhood Investment, Community-Wide Benefit, Accessibility Improvements, and Planning Projects

This application form is for proposals for Neighborhood Investment, Community-Wide Benefit, Accessibility Improvements, and Planning Projects as identified by the DuPage Community Development Commission (CDC). This application must be accompanied by adequate support documentation.

INFORMATION ABOUT THE APPLICANT AND THE APPLICATION

Name of Applicant: Village of Downers Grove

Name of Project: Prentiss Creek Street Lights

Type of Project: Neighborhood Investment Community-Wide Benefit Planning Project
 Accessibility Improvements

Contact Person: Name: Susan Brassfield Title: Grants Coordinator

Address: Street: 801 Burlington Avenue Zip: 60515

City: Downers Grove State: Illinois

Telephone: 630-434-6878 Fax: 630-434-5571

Total Project Cost of Activities Funded (in whole or in part) by this Application: \$330,000

Total of CDBG Funding Requested to Support These Activities: \$150,000

(See NSA explanation, Part 3.1, in Project Ranking Criteria)

For NSA Projects, Year 2 CDBG Request N.A. Total Project Cost N.A.

For NSA Projects, Year 3 CDBG Request N.A. Total Project Cost N.A.

Project Abstract In the space below, briefly describe the activity for which you are requesting funds pursuant to this application.

The Prentiss Creek area of the Village of Downers Grove was developed prior to enactment of requirements to install street lights on adjacent streets. This area of the Village is a high density residential neighborhood that will benefit from the installation of street lighting. The perimeter area to which street lights will be installed include: N/W 6530 Midhurst, N/E 2000 Aldrich, S/W 2237 Midhurst, and S/E 2001 Oxnard. The Village estimates that 40 street lights will be installed. This area falls within tract 8463.07 Block Groups (1,3) an area eligible for CDBG funding. Building of public improvements such as street lights will be a key factor in promoting traffic safety for both cars and pedestrians and aid in the reduction of crime. The street light system proposed for the Prentiss area would be solar powered. This represents an effort to provide public infrastructure enhancements while containing costs and promoting green technology.

Certification: *The undersigned certifies that to the best of his or her knowledge and belief, data in this application and its attachments are true and correct, the document has been duly authorized by the governing body of the organization, and the organization will comply with all regulations and guidelines applicable to DuPage County's Community Development Block Grant and/or Emergency Shelter Grant program, as applicable.*

Authorized Signature: Ron Sandack Title: Mayor

Signed: _____ Date: _____

PART 1: MINIMUM REQUIREMENTS

1.1 Governing Body Authorization: A resolution that this application was authorized by your governing body is included as Attachment A on Page 3

1.2 Public Hearing: In the space below, briefly describe methods used to solicit stakeholder input into the planning process for this application. List date of public hearing.
Discussions were held between the Village of Downers Grove Public Works Department and the President of the Homeowners Association of Prentiss Creek whereby, the Homeowners Association expressed a keen interest in obtaining street lights for their neighborhood. Legal notice for a Public Hearing was held on September 16, 2008 at Downers Grove Village Hall (801 Burlington Ave. Downers Grove) during a regularly scheduled Council Meeting.

The public hearing notice and minutes are in Attachment B on Page 5-6

1.3 Capacity: Briefly describe the capacity of your organization to carry out the proposed activities. The proceedings incorporating the Village of Downers Grove in the county of DuPage were filed in the Office of Secretary of State on July 11, 1873. The Village of Downers Grove serves a population of 49,403 and is home to more than 200 businesses that employ 58,000 individuals. The 2006 adopted Mission Statement states: "Our Village government provides exceptional municipal services that are valued by our citizens and businesses. We are fiscally responsible, have passion for our customers and have an eye on the future, we engage our citizens and partner with others to make Downers Grove a great community in which to live and to do business."

1.4 Fair Housing Action Plan: A fair housing action plan is a necessary prerequisite to apply for CDBG funding. Summarize the actions that you have taken, or plan to take, to further fair housing in your community.

On June 17, 2008 the Downers Grove Village Council authorized an agreement with DuPage County for a consortium agreement under the federal HOME program. As part of this agreement the Village agrees to cooperate to undertake and/or assist in undertaking housing assistance activities in order to alleviate housing problems through the HOME Investment Partnerships Program. Moreover, this agreement authorizes the County to act in a representative capacity as the lead entity for the members of the Consortium and that the County will assume overall responsibilities as the lead entity to ensure that the Consortium's Home Program is carried out in compliance with the requirements of the HOME program.

a. Fair Housing Action Plan is included in Attachment C on Page 8-14

b. **Zoning Ordinance Compliance:** Local policy requires that in order to receive funding a municipality must have a zoning ordinance that is consistent with the amended Civil Rights Act of 1988. These zoning amendments will address the issues of group homes and the definitions of family.

An attorney's letter of opinion regarding consistency is in Attachment D on Page 16

1.5 Location Map: This map is included in Attachment E on Page 18

Budget: In the table below, provide information about the total project cost including information on each proposed activity (e.g., sewer, water, streets, landscaping, accessibility, planning, engineering costs, design fees, etc.) Each activity should be a separate line item in the budget. Please note that CDBG funds can only fund actual construction costs. Also note that multi-year funding is available only to Neighborhood Strategy Area Projects. Attach additional supporting information as necessary.

BUDGET SUMMARY for YEAR ONE					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
<i>(EXAMPLES)</i> <ul style="list-style-type: none"> • sanitary sewer • streets • sidewalks <i>installation on Garfield, Washington, and West Streets, Anytown, IL</i>	*\$125,000 *\$62,500 *\$25,000	*Gen. Revenue *Gen. Revenue *Gen. Revenue	January 1999 January 1999 January 1999	*\$375,000 *\$62,500 *\$25,000	*\$500,000 *\$125,000 *\$50,000
Engineering Costs	\$30,000	Capital Improvements Fund	June 2009	-0-	\$30,000
Installation of street lights along Midhurst, Aldrich and Oxnard	\$150,000	Capital Improvements Fund	June 2009	\$150,000	\$300,000
TOTAL PROJECT COSTS FOR YEAR ONE	\$180,000			\$150,000	\$330,000

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

BUDGET SUMMARY for YEAR TWO					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
<p>(EXAMPLES)</p> <ul style="list-style-type: none"> • sanitary sewer • streets • sidewalks <p>installation on Garfield, Washington, and West Streets, Anytown, IL</p>	<p>*\$125,000</p> <p>*\$62,500</p> <p>*\$25,000</p>	<p>*Gen. Revenue</p> <p>*Gen. Revenue</p> <p>*Gen. Revenue</p>	<p>January 1999</p> <p>January 1999</p> <p>January 1999</p>	<p>*\$375,000</p> <p>*\$62,500</p> <p>*\$25,000</p>	<p>*\$500,000</p> <p>*\$125,000</p> <p>*\$50,000</p>
N.A.					
TOTAL PROJECT COSTS FOR YEAR TWO					

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

BUDGET SUMMARY for YEAR THREE					
Type of Activity and its Location	Amount of Non-CDBG Funding	Source of Non-CDBG Funding *	Commitment Date of Non-CDBG Funding	Amount of CDBG Funding	Total Cost of Activity
<i>(EXAMPLES)</i> • sanitary sewer • streets • sidewalks <i>installation on Garfield, Washington, and West Streets, Anytown, IL</i>	*\$125,000 *\$62,500 *\$25,000	*Gen. Revenue *Gen. Revenue *Gen. Revenue	January 1999 January 1999 January 1999	*\$375,000 *\$62,500 *\$25,000	*\$500,000 *\$125,000 *\$50,000
N.A.					
TOTAL PROJECT COSTS FOR YEAR THREE					

* If a special assessment is used, explain why and attach a resolution certifying that no other source of funding is available for use on this project. Explain the timing and availability of these funds. N.A.

PART 2: MEETING NATIONAL OBJECTIVES

2.1 Benefit to Low-Income Persons: Indicate the number of low income persons benefited.

Income Range *MFI means Median Family Income.	No. of Persons Benefited	% of Persons Benefited
0-30% of MFI*	270	14.7%
31-50% of MFI*	346	18.8%
51-80% of MFI*	468	25.5%
81% + of MFI*	754	41.0%
TOTAL	1838	100%

Please indicate the source of the income information:

- Income Survey conducted by Applicant
 Census Data, Block Group(s) 1,3 Tract(s) 8463.07

Documentation: The source of the above information is in Attachment F on Page 20-25

2.2 Eliminating Conditions of Slums and Blight:

Indicate, in the boxes below, all that apply to the target area: Attach supporting documentation.

- Residential Area
 Nonresidential Area
 Area has been designated as blighted per State requirements
 Area has not been designated as blighted per State requirements
 Area is considered as blighted ___ percentage of structures are considered dilapidated or deteriorating

Describe the conditions of slums and blight.

This residential area does not exhibit conditions of slum and blight. This project meets the national objective of benefiting low and moderate income persons which is the primary objective of the CDBG program.

2.3 Urgent Community Development Needs: Not applicable because no major natural disaster has occurred.

PART 3: PROJECT IMPACT

3.1 Neighborhood Strategy Area (NSA) Improvements

Is the proposed project a part of a NSA approach to planning for neighborhood improvements?

yes or no If yes,

What is the completion date of the NSA plan?

Why is the information still valid?

Neighborhood Needs

The NSA plan must cover "1" or "2," and "3" or "4" of the needs lists below. Please check the appropriate boxes.

1. Infrastructure

2. Facilities and Services

3. Neighborhood Safety/Environmental Hazards

4. Housing Quality

1. Infrastructure Provide a summary description of the Infrastructure needs evaluated in the NSA plan.

2. Facilities and Services Provide a summary description of the Facility and Service needs evaluated in the NSA plan.

3. Neighborhood Safety/Environmental Hazards Provide a summary description of the Neighborhood Safety/Environmental Hazards needs evaluated in the NSA plan.

4. Housing Quality Provide a summary description of the Housing Quality needs evaluated in the NSA plan.

3.2 Housing Affordability Provide information on the affordability of housing in the affected neighborhood.

Affordability Category	Number of Units
Affordable to households at 0-50% of median income	
Affordable to households at 51%-80% of median income	
Affordable to households at 81%-100% of median income	
Affordable to households at over 100% of median income	

Documentation: The NSA plan is in Attachment _____ on Page _____

3.3 Neighborhood Infrastructure and Facilities

This category includes activities that fall into four types. These types are: (A) flood management; (B) water and sanitary sewer; (C) open space and recreation; and (D) streets, sidewalks, street lighting, and other miscellaneous neighborhood facilities. Please provide information on activities appropriate to your project.

A. Flood Management

Please indicate the condition of flooding in the target area. One or more boxes can be checked. Attach supporting documentation.

- Project has been denied for county storm water funding
- A substantial number of dwelling units are flooded on a regular basis and flooding is inside the house.
- A substantial number of dwelling units experience flooding in their yards and streets, with minor basement seepage.
- Residential properties are affected by flooding, but the number is not substantial.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

B. Water and Sanitary Sewer

Please indicate the condition of waters and sewers in the target area. Attach supporting documentation.

- A health or safety hazard exists affecting a substantial number of households
- A health or safety hazard exists, but does not affect a substantial number of households
- There is a need for water and/or sanitary sewer, but a health or safety hazard has not been demonstrated

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

C. Open Space and Recreation

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Project is in a high density area where there are no other facilities within a reasonable walk of the neighborhood.
- Project will be located in an area where there are no other facilities within a reasonable walk of the neighborhood.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

D. Street Improvements, Sidewalks, Street Lighting, and Other Miscellaneous Neighborhood Facilities

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Current facilities, or lack thereof, significantly contributes to a neighborhood safety hazard
- There is a need for facilities, but a health or safety hazard has not been demonstrated

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

All 5,162 resident of the Prentiss Creek neighborhood (Tract 8463.07) will benefit from the installation of street lights. The 2000 Census shows that 19.3% of the population (996) in tract 8463.07 are disabled. Street lights will have a profound safety impact on these disabled residents in improving their mobility. The perimeter area to which street lights will be installed include: N/W 6530 Midhurst, N/E 2000 Aldrich, S/W 2237 Midhurst, and S/E 2001 Oxnard. The Village estimates that 40 street lights will be installed and each will be installed between 100-150 ft. apart. The streetlight system proposed for the Prentiss area would be a solar powered street light system operating entirely off a power grid. Solar powered street lights that operate entirely off the power grid have been researched by Village staff and are openly encouraged by the Prentiss Creek Homeowners Association. A solar powered lighting system will be the first of its kind in Downers Grove and possibly in the area.

3.4 Accessibility Improvements for People with Disabilities

This category includes activities that will improve accessibility for people with disabilities through capital improvements to public or private facilities or structures.

Please check the box that best describes the proposed activity. Attach support documentation as needed.

- Improvement to a public facility that provides specific services to groups that would be expected to have a high percentage of persons with disabilities.

- Improvement to a public facility that would not be expected to have a higher than average use by persons with disabilities.
- Improvement to a private facility.

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

3.5 Community-Wide Benefit Activities

This category includes activities that fall into two types. These types are: (A) community-wide facilities, and (B) economic development.

A. Community-Wide Facility

Describe the current problems, estimate the number of persons that will benefit, and summarize the project specifications.

Explain why the facility is not feasible as a need cluster activity because of its low priority and/or because of unavailability of funding in the need clusters.

B. Economic Development

Describe the current problems, estimate the number of persons that will benefit, and summarize the project design.

All 5,162 resident of the Prentiss Creek neighborhood (Tract 8463.07) will benefit from the installation of street lights. The installation of street lights will improve the economic feasibility of the Prentiss Creek neighborhood. Street lights will serve as a revitalization effort that will convey a positive visual message that the Village seeks to improve the area. Moreover, street lights will not only increase night time safety and security but it will enhance the physical appearance of Prentiss Creek. By installing a solar powered street light system it will also be a signal to the residents of the area that this project is unique and they are participants in the "sign of the future" for this project is the first of its kind in Downers Grove and possibly in the area. Solar energy is one of the best answers to global warming. The key to solar outdoor lighting is the solar power pack, which houses photovoltaic solar panels, a proprietary microprocessor control system, and batteries. This is attached to specifically designed lights having super reflectivity and high energy ballasts. The sun provides a direct source of energy to the solar panel and the battery is recharged during the day by direct-current electricity produced by the solar panel. The light source is then powered by the battery each night. Electronic controls are used between the battery, light source and solar panels to protect the battery from overcharge and discharge, and to control the timing and operation of the light. When compared to the costs for cable, trenching, metering equipment and construction, plus the cost of continuous electric bills over the life of the system, the advantages of a solar powered lighting system are immediate.

3.6 Planning Studies

The role of a planning study is to implement the other objectives of the CDBG program. Please indicate below the type of plan to be done.

- Affordable housing plan
- Neighborhood planning related to multi-year Neighborhood Strategy Areas
- Multi-jurisdictional land use, growth management, and development control activities plan

Describe the proposed planning study and summarize the project design.

3.7 Other CDBG Objectives

A. Benefit to Minorities Describe benefit to minority populations in the table below.

Mono-racial

	No. of Persons Benefited	% of Persons Benefited
Race: White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	3611	70
Race: Black / African American		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	404	7.8
Race: Asian		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	780	15.1
Race: American Indian / Alaskan Native		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	10	0.2
Race: Native Hawaiian / Other Pacific Islander		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	0	0
Per 2000 Census		
Some other race	213	4.1
Hispanic or Latino of any race) part of the total percentage	634	12.3

Bi-racial and Multi-racial

Race: Asian and White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: Black / African American and White		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: American Indian/ Alaska native and Black / African American		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>		
Race: Other Multi-racial		
<i>Ethnicity: Hispanic / Latino</i>		
<i>Ethnicity: Not Hispanic / Latino</i>	144	2.8

Documentation: The source of the above information is in Attachment G on Page 27-28

B. Benefit for crime prevention/reduction

Describe any direct emphasis the project will have on crime prevention. Attach supporting documentation Found in Attachment H on Page 30.

C. Benefit for historic/environmental protection/energy conservation

Describe any direct emphasis the project will have on these items. Attach supporting documentation. Found in Attachment I on Page 32-34

This project of a solar powered street light system represents an effort to promote energy conservation by providing public infrastructure enhancements that promote green technology.

D. Leveraging of funds (See explanation page 7 of Project Ranking Criteria)

E. Distribution Equity Adjustment for Municipal Projects (See explanation in page 8 of Project Ranking Criteria)

PART 4: PROJECT READINESS

4.1 Description of Readiness Describe how much planning work has been completed at the time of application, what work will be completed by the time agreement is executed, and what obstacles could remain in the way of completing each activity within one year.

The Village has discussed this project with the President of the homeowners association for the area, and there are indications of strong neighborhood support. Solar powered street lights that operate entirely off the power grid have been researched and cost estimates obtained. It is expected that this project could be designed and built relatively quickly, especially since coordination with the electrical utility for power will not be necessary with solar powered street lights. Obstacles could include shortages in materials in the event of a dramatic increase in demand.

Provide a schedule of activities for the project. For activities already completed, show the actual completion date and submit documentation.

Activity	Completion Date
Project team established	8-2008
Site control	
• Property acquired	N/A
• Option acquired	N/A
• All easements acquired	N/A
• Other	N/A
Other project authorization	
• Approval of Special Service Area	N/A
• Facilities Planning Area (FPA) approval	N/A
• Property annexation complete	N/A
• Other	N/A
Completion of preliminary engineering, or project design	3/2009
Completion of final engineering, or project design	6/2009
Advertise for bids	6/2009
Award of contracts	7/2009
Start of project	7/2009
Substantial project completion	10/2009
50% of Funds Expended	10/2009
100% of Funds Expended	3/2010

1. Describe the project team. Who will be responsible for each project component?

The project team includes engineering staff in the Village's Public Works Department, as well as a consulting engineering firm specializing in street lighting design. The project team would also include the contractor hired to construct the street lighting system.

2. Explain any site control issues and provide necessary documentation.

There are no site control issues that have been identified or anticipated.

3. Explain any authorization issues and provide necessary documentation.

The Downers Grove Village Council will need to authorize contracts for design engineering as well as construction.

PART 5: FAIR HOUSING ACTION PLAN

A copy of the Fair Housing Action Plan is included as Attachment C

If any actions regarding Fair Housing have taken place in the past 12 months, please detail.

On June 17, 2008 the Downers Grove Village Council authorized an agreement with DuPage County for a consortium agreement under the federal HOME program.

Outreach to those minority groups underrepresented within the jurisdiction, through advertising in minority media and contact with minority civil rights, community, and church groups are performed regularly. The Village is an EOE and the Village performs outreach through the Prentiss Creek

Neighborhood Resource Center.

Support for and assistance to fair housing groups, both public and private was initiated in the form of the Village ceding bond cap authority to IHDA in 2008.

Organizing business, church, civic, community and political leaders to support and act to further fair housing is in the form of the Village's Ad Hoc Housing Committee.

Providing financial, legislative, and other support to enable the provision of affordable and low income housing within the jurisdiction was initiated in the form of the Village ceding bond cap authority to IHDA in 2008.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION TO THE
DUPAGE COMMUNITY DEVELOPMENT COMMISSION (CDC) FOR THE
2009 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR THE DUPAGE
COUNTY NEIGHBORHOOD RESOURCE CENTER CLUSTER**

WHEREAS, the Village of Downers Grove is a member of the DuPage Community Development Commission; and

WHEREAS, the Village of Downers Grove, a non-profit organization and municipal corporation in the State of Illinois, has prepared an application for Community Development Block Grant funding in the amount of \$38,537 for the project known as the Prentiss Creek Neighborhood Resource Center which the Village of Downers Grove intends to submit to the DuPage Community Development Commission for consideration; and

WHEREAS, the policies of the DuPage Community Development Commission require that such applications be sponsored by a member of the Commission; and

WHEREAS, the Village Council has reviewed said grant application, and desires that said application be considered by the DuPage Community Development Commission.

NOW, THEREFORE, be it resolved by the Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. That the Village of Downers Grove agrees to sponsor the 2009 application of the Village of Downers Grove in the amount of \$38,537 for the Prentiss Creek Neighborhood Resource Center.
2. That this resolution shall be in full force and effect from and after its passage as provided by law.

Mayor

Passed:

Attest: _____
Village Clerk

2009 CDBG/ESG APPLICATION FORM

Section 1: Core Application

Applicant: Village of Downers Grove
Name of Project: Prentiss Creek Neighborhood Resource Center
Contact Person: Andrew J. Matejcak **Title:** Director, Counseling and Social Services
Address : 842 Curtiss Street
City: Downers Grove **State:** Illinois **Zip:** 60515
Telephone/Ext: (630)434-5596 (630)434-5595 **Fax:** (630)434-5599
E-mail Address: amatejcak@downers.us

Cluster (double click the appropriate box and select "checked"):

Families in Crisis
 Housing/Homelessness
 Elderly
 People with Disabilities
 NRC

Type of funding (double click the appropriate box and select "checked"):

Grant
 Forgivable Loan
 Amortized Loan

Total Cost of Public Service Activities:	\$57,120
Total Public Service Funding Requested in this Application:	\$38,537
Total Cost of Capital Activities:	\$0
Total Capital Funding Requested in this Application:	\$0
Percent of project cost being requested:	68 %
Number of unduplicated people to be served by project:	71

Project Abstract Describe the activity for which you are requesting funds and the address where this activity will be carried out. If this application combines both public service and capital requests, please delineate the two projects.

Funding support is requested for a Resource Center Coordinator who will develop and implement programs for all age groups including: ESL classes, networking for general counseling and domestic violence services, emergency financial assistance referral, cancer/health awareness, fostering higher educational achievement with parents and children, computer proficiency classes, Homework Happening, summer camp, mentoring, arts and crafts, cultural events, recreational activities, physical and health education, diversity training, personal safety for youth, information and referral. Funding is being requested for 30hrs/wk salary support of a Resource Center Coordinator (\$34,304) and the Coordinator's IMRF costs (\$4,233) or a grand total of \$38,537. The Prentiss Creek NRC is located at 2048 Prentiss Drive, Apt. 112, Downers Grove, IL. 60516.

Certification: The undersigned certifies that to the best of his or her knowledge and belief, data in this application and its attachments are true and correct, the document has been duly authorized by the governing body of the organization, and the organization will comply with all regulations and guidelines applicable to DuPage County's Community Development Block Grant and/or Emergency Shelter Grant program, as applicable. The applicant agrees that this application is a public document and is subject to the Freedom of Information Act.

Printed Name: Ron Sandack **Title:** Mayor
Authorized Signature: _____ **Date:** _____

For CDC use only:

National Objectives: <input type="checkbox"/> Suitable living environment <input type="checkbox"/> Decent housing <input type="checkbox"/> Economic opportunity	Outcomes: <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability
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PART 1: MINIMUM REQUIREMENTS

- 1.1 **Governing Body Authorization:** A resolution by your governing body authorized this application
Documentation: Attachment A on Page 3
- 1.2 **Letter of Intent:** A copy of the letter of intent to apply
Documentation: Attachment B on Page 5
- 1.3 **License / written endorsement:** if applicable
Documentation: Attachment C on Page 7
- 1.4 **Stakeholder and Public Input:** In the space below, briefly describe methods used to solicit stakeholder input into the planning process for this application.

A stakeholder meeting was convened on Wednesday, August 20, 2008 with representatives from the apartment management company (Jupiter Communities, LLC), the Downers Grove Police Department and the Village's Department of Counseling and Social Services. Discussion centered on past and present programming needs, private and municipal capital improvements in the community and on-going cooperative partnerships. Legal Notice for a Public Hearing was held on September 16, 2008 at Downers Grove Village Hall (801 Burlington Ave. Downers Grove) during a regularly scheduled Council Meeting. Program participant surveys are conducted as well as surveys for new registrants to determine program interests.

Documentation: The public hearing notice and minutes are in Attachment D on Page 9-10

- 1.5 **Capacity:** Briefly describe the capacity of your organization to carry out the proposed activities.

The proceedings incorporating the Village of Downers Grove in the County of DuPage were filed in the Office of Secretary of State on July 11, 1873. The Village of Downers Grove services a population of 49,403 and is home to more than 200 businesses that employ 58,000 individuals. The 2006 adopted Mission Statement states: "Our Village government provides exceptional municipal services that are valued by our citizens and businesses. We are fiscally responsible, have passion for our customers and have an eye on the future, we engage our citizens and partner with others to make Downers Grove a great community in which to live and to do business."

1.6 Audits:

- a. Attach a copy of the most recently completed agency audit.

Documentation: Attachment E on Page 12-13

- b. Agencies receiving over \$500,000 in federal funds: attach a copy of the most recent single audit.

Documentation: Attachment _____ on Page _____ Not applicable X

PART 2: BUDGET

2.1 Table A

Table A: PROGRAM / AGENCY EXPENSES (Page 1)				
Line Item	Last Completed Fiscal Year's Adopted Budget	Last Completed Fiscal Year's Actual Expenses	Proposed Budget	CDBG/ESG Request
Agency's FY Dates:				
A. Annual Administrative Costs:				
1. Advertising/Public Relations	1440	1940	2052	
2. Agency Salaries and Benefits	169039	175433	196807	
3. Activity Materials	0	0	0	
4. Legal/Accounting	0	0	0	
5. Other (CDBG funded Coordinator Salary & IMRF)	41330	29919	38537	38537
Total Administrative:	211809	207292	237396	38537
B. Essential Services Activities:				
1. Clothing	0	0	0	
2. Salaries/Benefits	0	0	0	
3. Mileage & Transportation	0	0	0	
4. Health	0	0	0	
5. Child Care	0	0	0	
6. Mentor Training	0	0	0	
7. Other PD COP program	2700	1617	1350	
Total Essential Services Activities:	2700	1617	1350	
C. Annual Operating Costs:				
1. Rent	0	0	0	
2. Gas & Other Fuel	0	0	0	
3. Electricity	133	177	130	
4. Water/Sewer	0	0	0	
5. Telephone	100	74	100	
6. Supplies	2996	1312	2628	
7. Equipment Rental	296	257	237	
8. Trash Removal	0	0	0	
9. Janitorial	0	0	0	
10. Exterminating	0	0	0	
11. Other Prof. Development, Postage, Professional Technical Services, etc.	40295	39485	41727	
Total Operating Costs:	43820	41305	44822	
D. Annual Maintenance Costs:				
1. Repairs	0	0	0	
2. Security	0	0	0	
3. Ground Maintenance	0	0	0	
4. Other	0	0	0	
Total Maintenance Cost:	0	0	0	

Table A: PROGRAM / AGENCY EXPENSES (Page 2)				
Line Item	Last Completed Fiscal Year's Budget	Last Completed Fiscal Year's Actual Expenses	Proposed Budget	CDBG/ESG Request
E. Annual Taxes and Insurance:				
1. Real Estate Taxes	0	0	0	
2. Insurance	5643	5652	5215	
Total Taxes & Insurance:	5643	5652	5215	
F. Annual Replacement Reserves:				
G. Other:				
1. Equipment Replacement	0	0	600	
2.				
Total Other Cost:	0	0	600	
TOTAL AGENCY EXPENSE:	263972	255866	289383	
TOTAL CDBG/ESG AMOUNT REQUESTED:				38537
TOTAL FOR ESG APPLICANTS ONLY				
Essential Services:				
Maintenance and Operations:				
Homeless Prevention:				

Documentation: The source of the above information is in Attachment F on Page 14-18

Briefly describe the reasons for any significant increases or decreases between the budgets being provided.

The variance between total agency expenses for the proposed budget (\$289,383) and the last year's actual expenses (\$255,866) is due to change in personnel. There was almost a three month gap between the leaving of the NRC Coordinator and the hiring of a new Coordinator.

Public Service Activity costs can be broken down as follows:

Director Salary and Benefits: 5% of total salary and benefit costs (\$112,711) or \$5,636 Part of line 2 under "Agency Salaries & Benefits".

Coordinator Salary, IMRF, Medicare, Social Security & Life Ins. (\$41,244) See line 5 for "Other" in the amount of \$38,537 and the remaining dollars of \$2,707 is part of line 2 - "Agency Salaries & Benefits"

Mentors (\$7,520) Part of line 2 - "Agency Salaries & Benefits"

Supplies for Counseling & Social Services (\$590) Part of line 6 under "Supplies"

Supplies for PD/COP Program (\$780) Part of line 6 under "Supplies"

COP Program costs (\$1,350)

Total Agency Public Service Activities: \$57,120

2.2 TABLES B-1 AND B-2

Table B-1: OPERATING REVENUES			
FEDERAL FUNDS			
Source of funds and description of terms	Last Year's Revenue	Source of funds and description of terms	This Year's Projected Revenue
CDBG	13,507	CDBG	15,684
Federal Subtotal:	13,507	Federal Subtotal:	15,684

STATE FUNDS			
Source of funds and description of terms	Last Year's Revenue	Source of funds and description of terms	This Year's Projected Revenue
State Subtotal:		State Subtotal:	

FOUNDATION FUNDS			
Source of funds and description of terms	Last Year's Revenue	Source of funds and description of terms	This Year's Projected Revenue
Foundation Subtotal:		Foundation Subtotal:	

PRIVATE DONATIONS AND MISCELLANEOUS FUNDS			
Source of funds and description of terms	Last Year's Revenue	Source of funds and description of terms	This Year's Projected Revenue
Counseling Fees	43,540	Counseling Fees	42,000
Private/Miscellaneous Subtotal:	43,540	Private/Miscellaneous Subtotal:	42,000
Total:	57,047		57,684

Documentation: The source of the above information is in Attachment G on Page 19-21

Briefly describe the reasons for any significant increases or decreases between the budgets being provided.

Table B-2 – ANTICIPATED IN-KIND CONTRIBUTIONS		
Type of Contribution	Value per Unit	Total Value
Jupiter Communities (Facilities)	\$859 X 2 apartments X 12 months	\$20,616
Laidlaw Bus Service	\$119 (4 hr subsidy) \$144 (5 hr subsidy)	\$263
New World Repertory Theatre	20 tickets @ \$12 group rate	\$240
Volunteer Hours	462 hours @ \$8/hr	\$3,698
TOTAL		\$24,817

2.3 **2.3 TABLE C**

Please provide detail of how the money you are requesting will be used. Be sure to complete all columns.

Table C: DETAILED EXPENSES OF SPECIFIC PROJECT FUNDED IN PART WITH CDBG/ESG FUNDS		
Activity/Program Costs:	Current Year Budget	CDBG/ESG Request
<i>Example: Full-Time Children's Counselor - Salary</i>	30,222	\$15,000
<i>Full-Time Children's Counselor – Benefits</i>	6,812	\$5,000
Resource Center Coordinator – Salary	\$34,304	\$34,304
Resource Center Coordinator – IMRF Benefits	\$4,233	\$4,233
Resource Center Coordinator – Medicare, Social Security & Life Insurance	\$2,707	
Total Activity/Program Costs:	\$41,244	\$38,537

Use the space below for any written explanation of the numbers on Table C you care to provide:

PART 3: EFFICIENCY

3.1 Leveraging of Resources

- a. **Local Support:** Describe support the applicant receives from local government or community groups and from volunteers, and describe how you proactively work with the local community on issues relating to your organization.

In the proposed budget, the Village of Downers Grove will support 68% of NRC expenses through its General Fund. The Village provides support toward youth mentor salaries, general operating expenses, and Community Oriented Policing (COP) officer salary support and benefits. The NRC is staffed by employees of the local government (Village of Downers Grove) through its Counseling and Social Services Department and the COP officers of the DG Police Department. Employees of the Village through the Voices Committee provide contributions in the form of donations and gifts. Programs are offered through various departments including the Fire and Police departments. Adult volunteers are joined by youth volunteers from three area high schools seeking community service hours.

- b. **Collaborative Partners:** Identify any other social service agencies *directly involved* in the delivery of services within the scope of this project.

College of DuPage, ESL Classes
People's Resource Center, Computer Classes, Art Classes
Family Shelter Services, Domestic Violence Prevention
Midwestern University, Health Fairs, Sports Saturdays, volunteers
Seaspar, Recreational programs
Xilin Society: Health Fair, Asian Community support services
University of Illinois Extension, Nutrition Program
Salvation Army, financial assistance to residents
Benet Academy High School, Volunteers for Homework Happening
District 99, Volunteers for Homework Happening

3.2 Type of Project According to the type of project, complete one of the following:

New/Start-up Projects

Milestones and Timetables: Describe milestones that will mark progress in implementing the activity and provide a timetable for the completion of each.

Ongoing / Continual Projects

Funding: Will the funding requested be used to replace another funding source? Yes No

Readiness: Do you anticipate any delays in the implementation of the project? Yes No

Please explain any yes answers here:

PART 4: POPULATIONS SERVED

4.1 **Benefit to Low Income Persons:** Indicate the number of persons benefited, by income category, in the table below. See Selection Criteria for more information.

Income Range	Number of Persons Benefited
0-30% of MFI*	270
31-50% of MFI*	346
51-80% of MFI*	468
81% + of MFI*	754
TOTAL	1838

*MFI = Median Family Income.

Documentation: The source of the above information is in Attachment H on Page 23-30

4.2 **Benefit to Minorities:** Describe benefit to minority populations in the table below.

Mono-racial

	Choose one column only Household or Persons
Race: White	
<i>Ethnicity:</i> Hispanic / Latino	27
<i>Ethnicity:</i> Not Hispanic / Latino	11
Race: Black / African American	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	27
Race: Asian	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	5
Race: American Indian / Alaskan Native	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	0
Race: Native Hawaiian / Other Pacific Islander	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	0

Bi-racial and Multi-racial

Race: Asian and White	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	0
Race: Black / African American and White	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	1
Race: American Indian/ Alaska native and Black / African American	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	0
Race: Other Multi-racial	
<i>Ethnicity:</i> Hispanic / Latino	0
<i>Ethnicity:</i> Not Hispanic / Latino	0

Documentation: The source of the above information is in Attachment H on Page 30

4.3 Underserved Populations

- a. **Cultural and Linguistic Competency:** Describe how your agency demonstrates cultural and linguistic competency.

Cultural and Linguistic Competency	
1. Mission / vision statement	As part of the Village of Downers Grove's Strategic Plan, the Five Year Plan 2007-2012 lists an objective "Continuing Reinvestment in the Neighborhoods and Maintaining Safe and Secure Neighborhoods".
2. Assessment of needs	Registration forms include survey of other NRC programming including ESL classes to assess the need for and coordinating the offerings of ESL classes.
3. Ongoing training; measuring effectiveness	As part of the COP/Village Police Dept. accreditation through Commission of Accreditation of Law Enforcement Agencies (CALEA), officers are trained in diversity and cultural sensitivity. Village employees are provided with diversity training through the Human Resources department.
4. Workforce, committees, etc. reflective of the community	The police department has several bilingual officers who are former Community Oriented Police (COP) officers that have served at the complex and are available to assist Spanish speaking residents as needed.
5. Human resource management	The Village is an Equal Opportunity Employer. Youth mentoring staff have included minorities from the Hispanic/Latino, Asian and African American community.
6. Community consultation in programs designs; consultation of community leadership	Surveys for additional programming suggestions are administered to all registrants and their families to identify additional services that could include cultural and linguistic programs. The ESL program is coordinated with College of DuPage.
7. Promotional/educational materials appropriate and accessible	Many of the program flyers are printed in English and Spanish. Health educational presentations by an Asian community partner are available in Indian/Pakistani, Chinese, Korean, and Tagalog.
8. Entertainment materials reflecting various cultures	The Downers Grove Kabuki (Traditional Japanese style of theatre) styled presentation of the <i>Emperor's New Clothes</i> .
9. Services available in multiple languages; signage in pictures	Spanish language assistance is provided through Spanish speaking COP officers who have worked at the complex/NRC. Newsletters and written material are provided in Spanish. Health Fair and Health Dept. registration assistance in several Asian languages is available through a partnership with another entity.
10. Other	Character Counts! (Character building) posters are prominently displayed in separate English and Spanish versions.

- b. **Racial/Ethnic/Cultural Outreach:** Briefly describe the strategies you use to outreach to persons of different racial, ethnic, cultural backgrounds, and/or with limited English proficiency.

In the past the NRC has hosted health fairs for the Asian community with an association providing services to those who speak Urdu, Chinese, Korean, or other Asian languages. The presentation addressed not only women's health issues such as breast and cervical cancer but also assisted eligible participants in enrolling in free medical screening through the County Health Department. The NRC has also hosted a Spanish speaking presentation for domestic violence issues through the Family Shelter Services. In addition to the ESL courses provided to residents of Prentiss Creek, ESL courses for the greater community are provided as an outreach offering.

- c. **Accommodations:** Briefly describe the scope of accommodations made for people with disabilities.

The NRC is located on the first floor and is accessible by wheel chair. While the NRC doesn't have a TTY/TDD machine, the Village of Downers Grove does. Counseling and Social Services, the NRC's parent agency, has successfully been able to provide counseling services to clients with significant hearing impairments. Similarly, agency staff has been able to assist individuals with neurological impairments, mild developmental delays, degenerative diseases, and chronic mental illness in utilizing counseling and other social services.