

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL MEETING
SEPTEMBER 21, 2010 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
2011 Community Development Block Grant (CDBG) Application	✓ Resolution Ordinance Motion Discussion Only	Michael Baker Deputy Village Manager

SYNOPSIS

A public hearing has been noticed for September 14, 2010 as part of the regularly scheduled meeting of the Village Council regarding the submission of a 2011 CDBG application to the DuPage Community Development Commission. This application will request funding in the amount of \$80,340 to support a part-time coordinator and police officers salary and benefits for the Prentiss Creek Neighborhood Resource Center.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2010-2014 identified *Preservation of the Residential and Neighborhood Character*. A supporting objective of this goal is *Continuing Reinvestment in the Neighborhoods*.

FISCAL IMPACT

The costs of operating and staffing the Neighborhood Resource Center total approximately \$87,900. Based on a review of the grant eligibility requirements, the Village can apply for \$80,340 in CDBG funding. There are certain costs of running a Neighborhood Resource Center that are not eligible for reimbursement under the grant guidelines.

UPDATE & RECOMMENDATION

A public hearing on this item was held at the September 14, 2010 Village Council meeting. The Village Council requested information about the amount of CDBG funding available. The total amount of CDBG funding available for this type of application is \$116,000 – the same amount that was available last year. The Village is requesting an amount greater than the amount requested in past years. Staff recommends approval on the September 21, 2010 consent agenda.

BACKGROUND

The CDBG is a federally funded Housing and Urban Development grant that is administered by the DuPage County Community Development Commission. This grant will provide 30hrs/week salary and benefits support for a Resource Coordinator and 10% of police officers salaries and benefits directly related to the mentoring and supervision of the children.

The Neighborhood Resource Center (NRC) serves as a link to community resources by providing information, needs assessments, and networking referrals through the Community Oriented Policing. The NRC also provides programming that includes after school tutoring, ESL classes, computer classes, and many other health, safety and recreational opportunities that are otherwise often unavailable to the residents of Prentiss Creek. The Resource Coordinator works with Prentiss Creek Management, residents, and the Downers Grove Police Department to reduce incidents of crime and improve the overall quality of life for the community.

The Village has been receiving CDBG funding for Resource Center activities since FY97. The history of grant requests and actual funding amounts for the past five years is summarized below.

Fiscal Year	Funding Request	Funding Received
2011	\$80,340	N/A
2010	\$41,811	\$13,074
2009	\$38,537	\$14,667
2008	\$38,169	\$15,684
2007	\$38,757	\$13,507

The Village's request for funding for 2011 is significantly higher than in previous years due to a careful review of the CDBG funding eligibility requirements. All eligible expenses have been included in the 2011 application.

ATTACHMENTS

Resolution

Application

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION TO THE
DUPAGE COMMUNITY DEVELOPMENT COMMISSION (CDC) FOR THE
2011 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR THE PRENTISS CREEK
NEIGHBORHOOD RESOURCE CENTER**

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 \$80,340 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 2011 application of the Village of Downers Grove in the amount of \$80,340 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

2011 CDBG/ESG APPLICATION FORM

Section 1: Core Application

Applicant: Village of Downers Grove
Name of Project: Prentiss Creek Neighborhood Resource Center
Contact Person: Kathy DesMarteau **Title:** Grants Coordinator
Address : 801 Burlington Avenue
City: Downers Grove **State:** IL **Zip:** 60515
Telephone/Ext: 630.434.5580 **Fax:** 630-434-5571
E-mail Address: kdesmarteau@downers.us
DUNS #: 308995120 **FEIN:** 36-6005857

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

Families in Crisis
 Housing/Homeless
 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:	<u>\$386,348</u>
Total Public Service Funding Requested in this Application:	<u>\$80,340</u>
Total Cost of Capital Activities:	<u>\$0</u>
Total Capital Funding Requested in this Application:	<u>\$0</u>

Percent of project cost being requested: .2079%

Number of unduplicated people to be served by project: 61

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.

The Village of Downers Grove respectfully requests funding support 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, 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 support is also requested for Police Officer salary and benefits that are directly related to the time spent on mentoring and supervising the children during a portion of these activities. Funding is being requested for 30hrs/wk salary and benefits for the Resource Center Coordinator in the amount of \$47,176 and 10 percent of the police officer salary and benefits in the amount of \$33,164. Total request for Public Service Funding is \$80,340. 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:** _____

PART 1: MINIMUM REQUIREMENTS

	Item	Attachment #	Page #
1.1	Governing Body Authorization for Application and Agreement	A	2-3
1.2	Letter of Intent	B	4-5
1.3	License / written endorsement (if applicable)	C	6-7
1.4	Stakeholder and Public Input: Public Hearing Notice and Meeting Minutes	D	8-12
1.5a	Audited Financial Statements - Agency	E	Under separate cover
1.5b	Audit - Single Audit (if Applicant receives more than \$500,000 in Federal Funds)	F	Under separate cover

PART 2: BUDGET

2.1 **Table A**

Table A PROGRAM / AGENCY EXPENSES (Page 1)				
Line Item	Column 1 Last Completed FY Budget	Column 2 Last Completed FY Actual	Column 3 Proposed Budget	Column 4 CDBG/ESG Request
A. Annual Administrative Costs:				
1. Advertising/Public Relations	2052	2725	0	0
2. Agency Salaries and Benefits	180118	243948	331638	33164
3. Activity Materials	0	0	0	0
4. Legal/Accounting	0	0	0	0
5. Other:	0	0	0	0
Total Administrative:	182170	246673	331638	33164
B. Essential Services Activities:				
1. Clothing	0	0	0	0
2. Salaries/Benefits	35627	34562	47176	47176
3. Mileage & Transportation (Bus)	750	639	750	0
4. Health	0	0	0	0
5. Child Care	0	0	0	0
6. Mentor Training	4274	3716	4684	0
7. Other: (Food-Kids Events)	600	340	550	0
Total Essential Services:	41251	39257	53160	47176
C. Annual Operating Costs:				
1. Rent	0	0	0	0
2. Gas & Other Fuel	0	0	0	0
3. Electricity	130	260	0	0
4. Water/Sewer	0	0	0	0
5. Telephone	100	0	0	0
6. Supplies	2092	488	0	0
7. Equipment Rental	237	118	0	0
8. Trash Removal	0	0	0	0
9. Janitorial	0	0	0	0
10. Exterminating	0	0	0	0
11. Other Operating Costs	2862	508	0	0
Total Operating Costs:	5421	1374	0	0

**Table A
PROGRAM / AGENCY EXPENSES (Page 2)**

Line Item	Column 1 Last Completed FY	Column 2 Last Completed FY	Column 3 Proposed Budget	Column 4 CDBG/ESG Request
D. Annual Maintenance Costs:				
1. Repairs	0	0	0	0
2. Security	0	0	0	0
3. Ground Maintenance	0	0	0	0
4. Other:	0	0	0	0
Total Maintenance Cost:	0	0	0	0
E. Annual Taxes and Insurance:				
1. Real Estate Taxes	0	0	0	0
2. Insurance	2500	2496	1000	0
Total Taxes & Insurance:	2500	2496	1000	0
F. Annual Replacement Reserves:				
G. Other:				
1. Computer Replacement	600	447	550	0
2. Community Grant: Meals on Wheels	39674	39674	0	0
Total Other Cost:	40274	40121	550	0
TOTAL AGENCY EXPENSE:	271616	329921	386348	
TOTAL AMOUNT REQUESTED:				80340
Essential Services:				
Maintenance and Operations:				
Homeless Prevention:				

2.1 Documentation: The source of the above information is in: **Attachment G on Pages 11-18**

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

There is a variance between the 2009 budget and the 2011 proposed budget due to the elimination of the Village's Counseling and Social Services Program in 2010. Future objectives include a transition of some services to other departments. As a result, the management of the Prentiss Creek Resource Center transitioned to the Police Department. The 2011 agency salaries and benefits reflect three full-time police officers salaries. These officers mentor and supervise the children during field trips and Homework Happening. The expenses directly related to the program are provided under the essential services activities plus 10 percent of the officers' salary and benefits listed under Administrative Costs.

2.2 **Table B:** Please provide detail on the line items requested from Table A. Be certain items listed are equivalent to requested amount in columns 3 and 4 from Table A.

Table B		
DETAILED EXPENSES OF SPECIFIC PROJECT FUNDED IN PART WITH CDBG/ESG FUNDS		
	Column 3	Column 4
Activity/Program Costs:	Proposed Budget	CDBG/ESG Request
<i>Example: Full-time Children's Counselor - Salary</i>	\$30,222.00	\$15,000.00
<i>Full-time Children's Counselor - Benefits</i>	\$6,812.00	\$5,000.00
Part-time Resource Center Coordinator – Salary	38685	38685
Part-time Resource Center Coordinator – IMRF Benefits (Rate 0.143%)	5532	5532
Part-time Resource Center Coordinator – FICA and Medicare	2959	2959
Full-time Police Officers – Salary	268470	26847
Full-time Police Officers – Benefit	63168	6317
Mileage & Transportation – Bus Rental to transport children for field trips	750	0
Mentor Training - .5 FTE Salary	4351	0
Mentor Training – FICA and Medicare	333	0
Food for children's events/field trips	550	0
Insurance – Risk	1000	0
Computer Replacement	550	0
TOTAL:	386348	80340

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

2.3 Table C-1 & C-2

Table C-1 OPERATING REVENUES					
FEDERAL FUNDS					
Source of funds (list separately)	Last Year's Revenue	Source of funds (list separately)	Projected Revenue	Status (Approval date; pending status, etc.)	Page #
CDBG (2009)	14667	CDBG (2010)	13074	Approved 4/6/2010	
Total:	14667	Total:	13074		
STATE FUNDS					
Source of funds (list separately)	Last Year's Revenue	Source of funds (list separately)	Projected Revenue	Status (Approval date; pending status, etc.)	Page #
Total:	0	Total:	0		
FOUNDATION FUNDS					
Source of funds (list separately)	Last Year's Revenue	Source of funds (list separately)	Projected Revenue	Status (Approval date; pending status, etc.)	Page #
Total:	0	Total:	0		
PRIVATE DONATIONS AND MISCELLANEOUS FUNDS					
Source of funds (list separately)	Last Year's Revenue	Source of funds (list separately)	Projected Revenue	Status (Approval date; pending status, etc.)	Page #
Counseling Fees	35797				
Total:	35797	Total:	0		
GRAND TOTAL:	50464		13074		

2.3 Documentation: The source of the above information is in: **Attachment H on Pages 19-21**

Describe the reasons for any significant increases or decreases in revenues.

There is a significant decrease in revenues in the current fiscal year 2010 as compared to fiscal year 2009 and this is due to the elimination of the Village's Counseling and Social Services Program. The Village of Downers Grove no longer receives revenue for Counseling Fees.

Complete Table C-2 by listing the goods and services donated to your program. This may include volunteers, printing costs, food, transportation, personal care products, etc.

Table C-2 ANTICIPATED IN-KIND CONTRIBUTIONS		
Type of Contribution	Value per Unit	Total Value
PRG Management (Facilities)	\$859 x 2 units x 12 months	\$20,616
College of DuPage	\$129 per credit hour x 4 hours x 10 students	\$5,160
Volunteer Hours	765 hours x \$8 hour	\$6,120
People's Resource Center	\$25/month x 9 months for supplies \$25/hour x 30 hours for teachers	\$975
Midwestern University	\$1,600 in supplies \$8 x 40 hours of volunteers	\$4,800
SEASPAR	13 Students for 20 weeks; afterschool activities	\$2,000
TOTAL:		\$39,671

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 80% of the NRC expenses through its General Fund. The Village provides support toward youth mentor salaries, operating supplies, food, transportation, and Community Oriented Policing (C.O.P.) officer salary support and benefits. The NRC is staffed by employees of the local government (Village of Downers Grove) through C.O.P. DG Police Department. Employees of the Village through the Voices Committee provide contributions in the form of donations and gifts for the annual holiday party. Adult volunteers are joined by youth volunteers from three area high schools and the College of DuPage seeking community service hours.

- b. **Collaborative Partners:** Complete the following for any social service, government, religious or civic partners directly involved in the provision of services. DO NOT include referral sources.

Organization	Length of Partnership	Key Roles and Responsibilities
College of DuPage	10 plus yrs	ESL Classes
People's Resource Center	5 plus yrs	Computer Classes, Art Classes
Family Shelter Services	10 plus yrs	Domestic Violence Prevention
Midwestern University	5 plus yrs	Health Fairs, Sports Saturdays, volunteers
Seaspar	5 plus yrs	Recreational programs
Benet Academy	5 plus yrs	Academic Assistance
District 99 High School	10 plus yrs	Academic Assistance
DuPage Forest Preserve	2 years	Physical Outdoor Education & Activity Programming

3.1 Documentation: The source of the above information is in: **Attachment I on Pages 22-28**

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 a. **Benefit to Low Income Persons:** Indicate number of persons benefited, by income category, in the table below.

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.

4.1a Documentation: The source of the above information is in: **Attachment J on Page 29-39**

b. **Neighborhood Resource Centers** (Area Wide Benefit Projects), indicate the source of the income information:
 Census Data, Block Group (s): 1,3 Track(s): 8463.07

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		30
<i>Ethnicity:</i> Not Hispanic / Latino		2

Race: Black / African American		
<i>Ethnicity: Hispanic / Latino</i>		0
<i>Ethnicity: Not Hispanic / Latino</i>		25
Race: Asian		
<i>Ethnicity: Hispanic / Latino</i>		0
<i>Ethnicity: Not Hispanic / Latino</i>		2
Race: American Indian / Alaskan Native		
<i>Ethnicity: Hispanic / Latino</i>		0
<i>Ethnicity: Not Hispanic / Latino</i>		0
Race: Native Hawaiian / Other Pacific Islander		
<i>Ethnicity: Hispanic / Latino</i>		0
<i>Ethnicity: Not Hispanic / Latino</i>		0

Bi-racial and Multi-racial

Choose one column only
Household or Persons

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

4.2 Documentation: The source of the above information is in: **Attachment J on Page 29-39**

4.3 Underserved Populations

- a. **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 NRC has also worked with the Dental Bus of DuPage County to provide dental care for the residents of Prentiss Creek. This service was provided in both English and Spanish. 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. The Resource Center Coordinator is also taking Spanish language courses and Spanish language assistance from previous COP officers is also offered.

- b. **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.

2011 - 2013 CDBG/ESG APPLICATION FORM
Section 2: Cluster Specific – Neighborhood Resource Center (NRC)

Applicant: Village of Downers Grove

Name of Project: Prentiss Creek NRC

PART 1: PROJECT PLANNING

1.1 Addressing Priority Needs: Determine the needs addressed by the project, provide a description of the activities to be used to address the need and explain the rationale or placing the activities in that need category. **The percent of CDBG funds request must total 100%. This table may expand to fit your needs.**

Need	Please indicate below the problem(s) linked to each need that you wish to address	What activities will you be doing to address the problems?	What is your desired outcome and how will you measure it? (Should include numbers and/or percentages and specific measurement tools)	Percent of CDBG Request	Rank multiplier
Scoring:	At least one problem = 2 point	Up to 4-5 points if clearly stated	Up to 4.5 points for 3 outcomes Up to 4.5 points for 3 measures		
Example: 3. ESL Instruction - Adults	40% of our clients are unable to communicate using English.	30 ESL classes will be provided (three per week x 10 week session) with child care provided.	Pre and post tests will indicate that 80% (80 of 100) of participants demonstrate an increase in ability to read, write, and speak English, thereby increasing their employability and independence.	25%	10.0
1. Arts Programs - Adults	Availability of art materials are often a luxury for families in our community.	Art Club on a weekly basis. Taught by an art teacher supplied by the People's Resource Center.	To get students involved in art and stimulate creativity. 25 children will participate in the art program. Measured by attendance logs.	%	7.5
2. Arts Programs - Youth	Many immigrant individuals and families have not had adequate English language instruction.	ESL classes are taught by two teachers each Tuesday and Thursday evening for 2 hours each semester. Classes are offered in the fall, spring, and summer.	80% of ESL participants will report improved ability to express themselves in English. Measured by academic grades assigned by the teachers.	5%	10.0
3. ESL Instruction - Adults				10%	10.0

Need	Please indicate below the problem(s) linked to each need that you wish to address	What activities will you be doing to address the problems?	What is your desired outcome and how will you measure it? (Should include numbers and/or percentages and specific measurement tools)	Percent of CDBG Request	Rank multiplier
4. ESL Instruction - Youth	Many immigrant individuals and families have not had adequate English language instruction.	Homework assistance including spelling, punctuation and literacy assistance for grades 2-6 will be offered every Monday – Thursday from 3 pm- 5pm.	100% of Homework Happening participants will receive assistance with homework which includes language arts, spelling, or reading.	10%	0.0
5. Life Skills (character education, employment readiness, financial counseling, mentoring) - Adults	Poor Character development puts individuals at risk for learning maladaptive patterns and affecting relationships and increasing criminal risk.	Character Counts (CCI) materials present at NRC and modeled by staff and volunteers.	100% of program participants will learn the 6 pillars of Character as presented in the Character Counts Model. Pre & Post Surveys will be handed out to each participant.	15%	16.0
6. Life Skills (character education, employment readiness, financial counseling, mentoring) - Youth	Children are impressionable and seek approval from those whom they have meaningful relationships with. Having positive trusting relationships is important for proper interpersonal development. Popular media viewed by children often glamorizes violent, criminal behaviors as well as dishonesty, self centeredness, and rude behavior.	Mentoring through COP officer interactions and staff interactions provide a nurturing atmosphere. Character Counts (CCI), NRC displays, and Educational Programs provided by Village staff.	40 children will receive mentoring as part of their participation in HH and associated activities and outings. Measured through attendance. 100% of participants will learn the 6 pillars of Character as presented in the Character Counts model. Pre & Post Surveys will be handed out to each participant.	15%	13.0
7. Sports , Recreation, Fitness, & Health – Adults	Low income families often cannot afford membership to private or public health clubs/facilities.	Sports Saturdays in conjunction with Midwestern University. Physical activities & Sports	By providing physical education and recreation opportunities we hope to increase physical activity increase awareness of healthy	%	15.0
8. Sports , Recreation, Fitness, & Health - Youth	Low income families often cannot afford membership to private or public health clubs/facilities.	Sports Saturdays in conjunction with Midwestern University. Physical activities & Sports	By providing physical education and recreation opportunities we hope to increase physical activity increase awareness of healthy	15%	17.0

Need	Please indicate below the problem(s) linked to each need that you wish to address	What activities will you be doing to address the problems?	What is your desired outcome and how will you measure it? (Should include numbers and/or percentages and specific measurement tools)	Percent of CDBG Request	Rank multiplier
	Many children come from dual-working families and are not able to play outside due to work schedules.	in conjunction with SEASPAR. Summer programming with the DuPage County Forest Preserve.	eating and expose them to different types of sports & recreations. Results will be measured by surveys, pre & post tests.		
9. Tutoring & Literacy - Adults	Inability to have basic common communication skills puts adults at a disadvantage in many aspects of their lives. Private tutoring is financially not feasible for families with lower incomes and many students fall behind.	ESL Classes, Financial Aide Presentations, Health Education Presentations. Homework Happening Program provides homework/academic assistance and English language skill enhancement.	90% of ESL students will show an increased command of their ability to use English skillfully. Measured through the COD ESL teachers. 90% of the children in Homework Happening will receive a GPA average of C or better. Measured by school report cards.	15%	22.5
10. Tutoring & Literacy - Youth				15%	20.5
				100%	

1.2 **Capacity:** Please answer "yes" or "no". All answers must be "yes" to be eligible for funding.

Is your center located in an area of low/mod income population?	Yes
Has your agency been operating centers in DuPage County for at least two years?	Yes
Do you regularly participate in the NRC Coalition (eligibility will be determined by Coalition)?	Yes

Documentation required for each statement above: **Attachment J** on Page **29-39**

1.3 **Program Summary:** What were your objectives for your last completed year and what were the measurable outcomes? (For new activities, describe expected results and why you expect these results.)

FY 09 Objectives (Include target numbers)	FY 09 Outcomes (Include final numbers)
Educational Success 85% of Homework Happening participants will obtain a C or better GPA.	36 of 38 (94%) Homework Happening students received an average grade equivalence of "C" or better during their last report card.
Social Development 30-50 children will participate in Holiday activities, social events with staff and character building with Community Oriented Policing officers.	26 participated in holiday activities and social events with staff. 28 participated in character building with Community Oriented Policing Officers.
Physical Development 15 students will participate in each monthly Sports Saturday with approximately 30-50 rotating through. A 30% increase in each will result: activity competency, personal hygiene and health education, and participation in non-school related recreational activities.	18 students participated in each monthly Sports Saturday with approximately 18 rotating through. A 78% increase in: activity competency, personal hygiene and health education, and participation in non-school related recreational activities.

1.4 **Program Modifications:** In the Analysis column, state any observations that indicated the need for a program modification within the last year. In the Modification column, state the change you made in response to the observation.

Analysis	Modification
Community Building/Neighborhood Leadership We recently have had high turnover and an abundance of new residents moving into the Prentiss Creek community. These residents are unaware of the services the NRC has to offer.	A new brochure was created highlighting all of the NRC's programs and services. The brochure is being placed in all the new and prospective resident packets. The brochure has allowed new residents to become familiar with the center and participation has increased.
Character Education – Youth The culture of Character Counts espouses the value of respect towards others. With the large number of 5 th and 6 th graders the NRC wanted to take preventative measures regarding domestic violence.	The NRC collaborated with Family Shelter Services to put together a 6 week Domestic Violence Prevention program for 5 th and 6 th grade boys and girls. The program lasted for 6 weeks and covered Societal Influence/Gender Roles, Communication, Being an Ally, and Self – Exploration. 10 students participated and all 10 reported via a survey that the program was helpful and informative.
Tutoring & Literacy – Youth A large number of students still needed homework and reading help outside the typical Homework Happening hours.	Homework Happening is offered Monday through Thursday with Art Club being held on Friday. We found a large number of students still had homework or reading material to complete over the weekend and would benefit from assistance (tutoring or a quiet place to read). The NRC decided to open 30 minutes earlier on Friday, before Art Club, to accommodate these needs.

1.5 **Non-Duplication:** Discuss your efforts to ensure you are not duplicating the services of other providers.

For some of the basic needs (food, clothing, financial assistance and agency networking services, referrals are made to other sources as it would be logistically impossible or counterproductive to duplicate those services "in-house" at the NRC. Many other programs offered at the NRC are not duplicated as they are not available in the greater community. If some programs are available in the community, they are often inaccessible due to transportation, finances, daycare, or other accessibility factors. For example homework / tutoring assistance is not affordable to the NRC population if they sought a private tutoring service, ESL classes are not utilized if there is no daycare for children while parents are learning, or there is no transportation available to distant locations.

1.6 **Participant Satisfaction:** How do you determine or measure if the participants are satisfied with the activities you provide? What number or percentage of participants indicate they are satisfied? If the satisfaction level is low, how will you address unmet needs? What comments have you received from participants?

A majority of the children participating in tutoring and recreational activities continue in those programs year after year. Follow up surveys are sent out following several of the NRC activities. Additionally, participants in NRC activities are often participants in several other NRC activities. This demonstrates that those who participate in programs are eager to take advantage of the various programs designed to enrich their lives through a mix of educational, recreational, personal, and community developing activities.

1.7 **Neighborhood Leadership and Community Integration:** Please describe: (a) the resources and volunteers that come into the center; (b) opportunities for participants to exhibit leadership within the neighborhood through the NRC; and (c) opportunities to help participants become leaders in the broader community.

The Prentiss Creek NRC utilizes several resources in the community. We work with District 99 High Schools, Benet Academy, SEASPAR, Midwestern University, People's Resource Center, Family Shelter Service, DuPage County Forest Preserve, College of DuPage and many more to provide services and resources to our community. All of these organizations have come in to the NRC at one point or another to provide information, put on presentations and work with our residents. The NRC had over 30 volunteers last year alone. These volunteers came from Downers Grove South High School, Benet Academy, and the College of DuPage. We constantly work with the residents to become leaders in their neighborhood. Over the summer we coordinated with management to organize a Garbage Clean Up around the apartment complex. Many children participated and felt a great sense of pride and accomplishment afterwards. Their hard work was noticed and recognized by management and other residents. All of our Homework Happening participants are proud to be a part of the NRC and Prentiss Creek and reflect that at school, church, and other places in the community. Computer Classes and ESL Classes are available to the NRC residents and allow for them to give back to the greater community. The NRC also works with the Community Oriented Policing program and the apartment complex management company to develop programs and interventions to increase the safety of the community, assist with the availability of basic needs, promote increased opportunity for socio-economic advancement, and promote the well being of the residents in the community. The Coordinator also develops and implements programming to meet local needs, help them grow, and therefore help provide them with the opportunity to give back and become leaders in their community.

PART 2: CONCLUDING REMARKS

2.1 Provide any other information about the proposed activity that you feel has not been addressed in the application.

4.2 Our target goal of unduplicated people to be served is 75. In 2009, the 61 people that were counted were the students enrolled in the Homework Happening program. We also had 10 adults in the ESL program that were not included in Table 4.2 due to the unavailability of their racial information. When including those people our number of unduplicated people served is 71; close to reaching our target goal.