



DuPage County

# 2015-2019 Consolidated Plan and 2015 Action Plan

The Consolidated Plan sets forth priorities for the County's housing and non-housing community development needs for each calendar year and serves as the County's annual funding application to HUD for the following formula grant programs: the Community Development Block Grant (CDBG); the HOME Investment Partnerships Program (HOME); and the Emergency Solutions Grant (ESG) Program

DuPage County Chairman Dan Cronin

# TABLE OF CONTENTS

<b>EXECUTIVE SUMMARY .....</b>	<b>1</b>
<b>I. EXECUTIVE SUMMARY .....</b>	<b>2</b>
1. <i>Introduction</i> .....	2
2. <i>Summary of Topics and Funding in the Plan</i> .....	4
3. <i>Evaluation of Past Performance</i> .....	6
4. <i>Summary of Citizen Participation and Consultation Process</i> .....	7
5. <i>Summary of Public Comments</i> .....	9
6. <i>Summary of Comments not Accepted and the Reasons for not Accepting Them</i> .....	9
7. <i>Summary</i> .....	9
<b>DEVELOPMENT OF THE CONSOLIDATED PLAN .....</b>	<b>11</b>
<b>II. DEVELOPMENT OF THE CONSOLIDATED PLAN .....</b>	<b>12</b>
1. <i>Lead Agencies</i> .....	12
2. <i>Consultation</i> .....	14
3. <i>Citizen Participation</i> .....	31
<b>NEEDS ASSESSMENT .....</b>	<b>37</b>
<b>III. NEEDS ASSESSMENT .....</b>	<b>38</b>
1. <i>Overview</i> .....	38
2. <i>Housing Needs Assessment</i> .....	40
3. <i>Disproportionately Greater Need: Housing Problems</i> .....	55
4. <i>Disproportionately Greater Need: Severe Housing Problems</i> .....	60
5. <i>Disproportionately Greater Need: Housing Cost Burdens</i> .....	67
6. <i>Disproportionately Greater Need: Discussion</i> .....	69
7. <i>Public Housing</i> .....	70
8. <i>Homeless Needs Assessment</i> .....	75
9. <i>Non-Homeless Special Needs Assessment</i> .....	82
10. <i>Non-Housing Community Development Needs</i> .....	89
<b>HOUSING MARKET ANALYSIS .....</b>	<b>99</b>
<b>IV. HOUSING MARKET ANALYSIS .....</b>	<b>100</b>
1. <i>Overview</i> .....	100
2. <i>Number of Housing Units</i> .....	101
3. <i>Cost of Housing</i> .....	110
4. <i>Condition of Housing</i> .....	126
5. <i>Public and Assisted Housing</i> .....	132
6. <i>Homeless Facilities and Services</i> .....	134
7. <i>Special Needs Facilities and Services</i> .....	138
8. <i>Barriers to Affordable Housing</i> .....	142
9. <i>Non-Housing Community Development Assets</i> .....	144
10. <i>Needs and Market Analysis Discussion</i> .....	154

<b>STRATEGIC PLAN.....</b>	<b>156</b>
V. STRATEGIC PLAN .....	157
1. <i>Overview</i> .....	157
2. <i>Geographic Priorities</i> .....	158
3. <i>Priority Needs</i> .....	162
4. <i>Influence of Market Conditions</i> .....	166
5. <i>Anticipated Resources</i> .....	167
6. <i>Institutional Delivery Structure</i> .....	174
7. <i>Goals Summary</i> .....	186
8. <i>Public Housing Accessibility and Involvement</i> .....	188
9. <i>Barriers to Affordable Housing</i> .....	189
10. <i>Homelessness Strategy</i> .....	192
11. <i>Lead Based Paint Hazards</i> .....	196
12. <i>Anti-Poverty Strategy</i> .....	199
13. <i>Monitoring</i> .....	202
 <b>FIRST YEAR ACTION PLAN.....</b>	 <b>205</b>
VI. FIRST YEAR ACTION PLAN .....	207
1. <i>Expected Resources</i> .....	207
2. <i>Annual Goals and Objectives</i> .....	211
3. <i>Geographic Distribution</i> .....	216
4. <i>Affordable Housing</i> .....	217
5. <i>Public Housing</i> .....	218
6. <i>Homeless and Other Special Needs Activities</i> .....	220
7. <i>Barriers to Affordable Housing</i> .....	227
8. <i>Other Actions</i> .....	229
 <b>PROGRAM SPECIFIC REQUIREMENTS.....</b>	 <b>239</b>
VII. PROGRAM SPECIFIC REQUIREMENTS .....	240
1. <i>Community Development Block Grant Program (CDBG)</i> .....	240
2. <i>HOME Investment Partnerships Program (HOME)</i> .....	240
3. <i>Emergency Solutions Grant (ESG)</i> .....	243
 <b>APPENDIX.....</b>	 <b>A1</b>
<i>Appendix A – Applications and Selection Criteria</i> .....	A2
<i>Appendix B – 2015 CDBG/ESG Funding Recommendations</i> .....	A56
<i>Appendix C – Community Surveys</i> .....	A66
<i>Appendix D – WBE/MBE Contractors</i> .....	A90
<i>Appendix E – Summary of Public Comments</i> .....	A101
<i>Appendix F – Public Hearing Documentation</i> .....	A103
<i>Appendix G – Geographic Distribution Policy for Affordable Housing</i> .....	A111
<i>Appendix H – DuPage County CoC Homeless Prevention ESG Program Plan</i> .....	A117
<i>Appendix I - Glossary</i> .....	A139



## **EXECUTIVE SUMMARY**

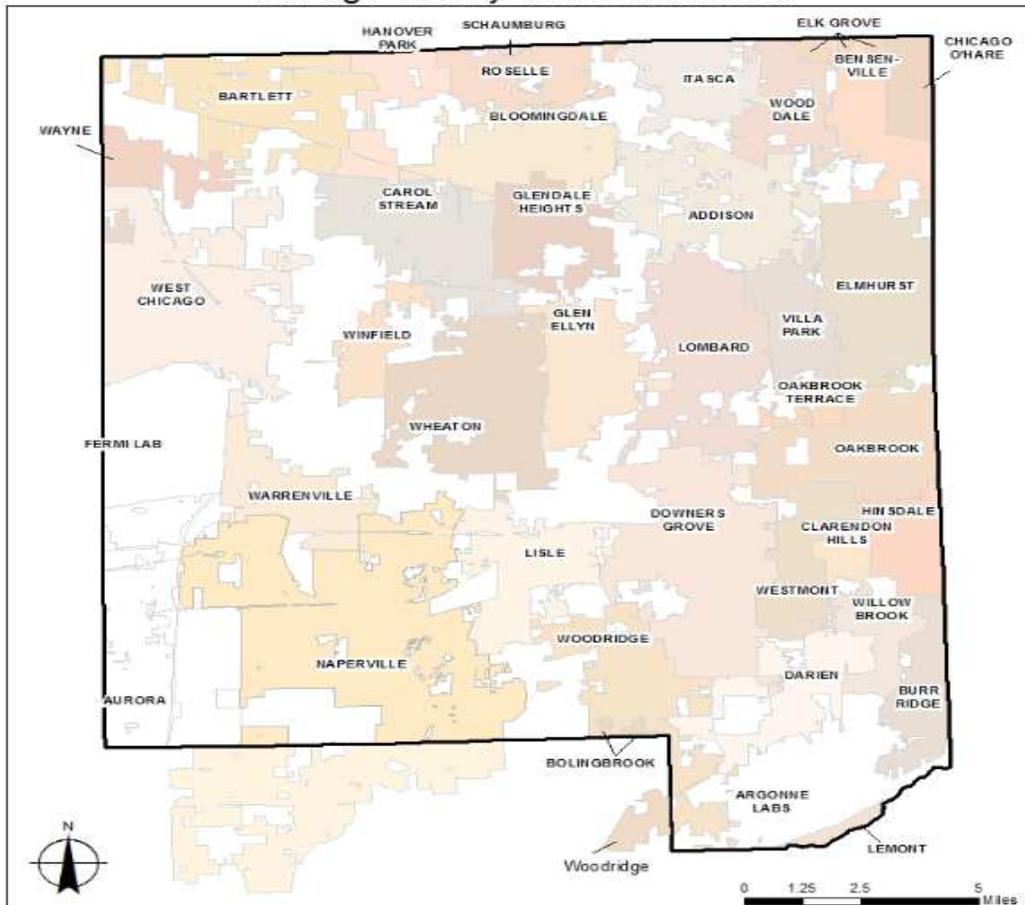
The Executive Summary serves as an introduction and summarizes the key points of the plan.

## I. Executive Summary

### 1. Introduction

The DuPage County Consortium includes DuPage County and the municipalities of Downers Grove, Naperville, and Wheaton. These three municipalities are identified separately as individual members due to their status as entitlement grantees under the Community Development Block Grant program. Wheaton and Downers Grove are joint recipients with DuPage County and Naperville is a Metropolitan Entitlement City with its own CDBG allocation. All or part of 36 other municipalities are included within DuPage County's borders. Twenty-eight (28) of these municipalities work closely with the County as part of the DuPage Community Development Commission (CDC). Figure ES-1 depicts the boundaries of the DuPage County Consortium, reflecting the portions of Naperville and Woodridge that are outside of DuPage County. These two towns have chosen to include their Will County areas as part of the DuPage County Consortium.

Figure ES-1  
DuPage County Consortium Area



## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

In the second half of 2014 the DuPage County Consortium developed a five-year Consolidated Plan (ConPlan) to integrate the planning efforts for three County-managed federal programs that focus on the housing and community development needs of low and moderate income persons. These programs are the Community Development Block Grant (CDBG) program, the HOME Investment Partnerships (HOME) program, and the Emergency Solutions Grant (ESG) program. Additionally, the County expects to receive approximately \$31,000,000 of Community Development Block Grant Disaster Recovery (CDBG-DR) funds over the next four years, which are included as an additional resource. The ConPlan can be viewed at [www.dupageco.org/cdc](http://www.dupageco.org/cdc).

The Consolidated Plan does not consolidate these programs into one program. They are separate programs with separate regulations, but they all have the same starting date. The ConPlan views them as interrelated resources dealing with interrelated problems. This document summarizes housing needs, homeless needs, and non-housing community development needs, such as public services and infrastructure. It also prioritizes those needs, and identifies strategies that the DuPage County Community Development Commission (CDC) will utilize to meet those needs over a 5 year period. Any questions or comments regarding this plan should be directed to:

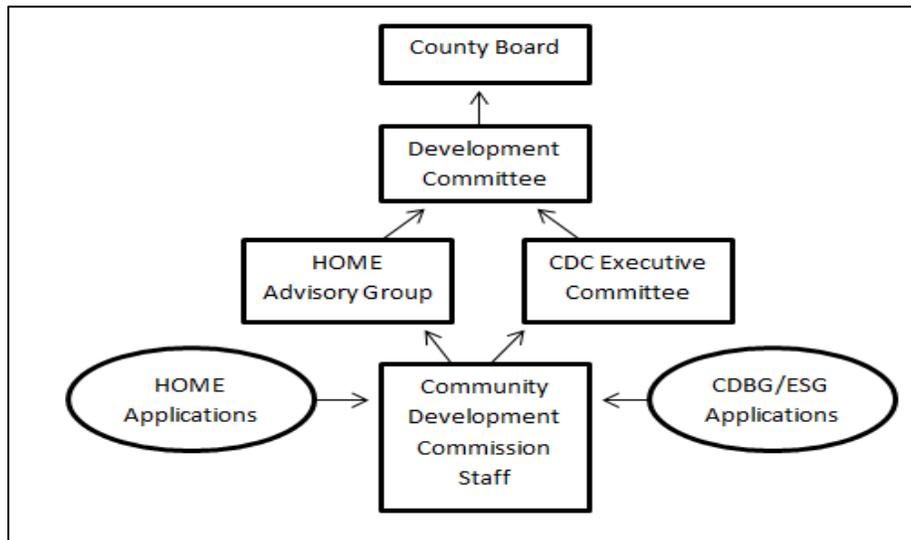
DuPage County Community Development Commission  
421 North County Farm Road, Wheaton, Illinois 60187  
(630) 407-6600 / [communitydev@dupageco.org](mailto:communitydev@dupageco.org)

The Community Development Commission was established in 1975, and has had primary responsibilities for establishing policies for the CDBG, HOME, and ESG programs. The CDC is made up of 18 County government representatives (essentially the County Board) and representatives of 28 municipalities. These municipalities are those that have signed an intergovernmental agreement with DuPage County for the purpose of sharing responsibility for the CDBG program. This Commission has had primary responsibility for establishing the policies for the CDBG program since it began in 1975.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The CDC Executive Committee is the lead agency for the ConPlan. The Committee includes 12 representatives that are elected by the full CDC membership. The majority membership alternates each year between municipal and County representatives.

Figure ES-2 shows the organization of the policy groups involved with the three grant programs. The most active of the policy groups is the CDC Executive Committee. The full CDC generally meets once a year to elect the Executive Committee and officers. The HOME Advisory Group advises the County directly on the use of HOME dollars for affordable housing financing. The choice of the Executive Committee as lead agency for the ConPlan is based on its central role as; (a) the working committee for the CDC; and (b) the core group for the HOME Advisory Group, which adds a representative from Naperville when taking action.



**Figure ES-2**

### **2. Summary of Topics and Funding in the Plan**

The ConPlan summarizes housing needs, homeless needs, and non-housing community development needs, such as public services and infrastructure. The Plan also prioritizes those needs, and identifies strategies that the DuPage County Community Development Commission proposes to utilize to meet those needs over a 5-year period. Chapters within the ConPlan include: Process, Market Analysis, Needs Assessment, Strategic Plan, and the 2015 Action Plan.

The 2015 Action Plan is an important part of the ConPlan. Action Plans will be prepared for each of the subsequent four years covered by the ConPlan. Funding for several infrastructure

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

and capital projects are proposed to be split between 2015 and 2016, and the County Convalescent Center windows project is proposed for 2016 funding only. This will eliminate the need for infrastructure and capital applications for 2016, during which staff can implement the \$25.9 million in CDBG-DR funding that has already been allocated, and the additional funds anticipated. Figure ES-3 shows the estimated funds expected to be available in 2015:

Figure ES-3 2015 Estimated Funds		
Program	General Description	Amount
CDBG	CDBG provides assistance to low and moderate income persons and persons with special needs by supporting housing activities, public improvements, and public services	\$3,493,505
HOME	HOME provides financial assistance to government agencies, non-profit groups, for-profit organizations to maintain and increase the supply of affordable housing	\$1,312,014
ESG	ESG supports providers of shelter and service to homeless persons by finding homeless prevention activities, delivery of essential services to homeless, and maintenance and operation of facilities for the homeless	\$255,126
CDBG-DR *	CDBG-DR provides assistance to low and moderate income persons and persons with special needs by supporting housing activities, public improvements, and public service related to damage caused by the April 2013 flooding events	\$31,000,000
Other Resources	Other Resources income that is generated from prior years' investments of CDBG and HOME funds and other funds that are reprogrammed to new activities	\$1,314,028
<b>Total Estimated Funding</b>		<b>\$37,374,673</b>
* CDBG-DR grant funds are not an annual entitlement and funds will be disbursed over several years.		

### **SUMMARY OF DISTRIBUTION OF FUNDING BY NEED**

The Action Plan outlines several types of housing and community development needs.

1. Housing (approximately \$2 million). These needs include owner housing (buyer programs and home rehab), renter housing, and special needs housing for seniors and people with disabilities.
2. Neighborhood Investment and Public Facilities (approximately \$2.1 million) Funds will be used for water, sewer, and street improvements in low-moderate income neighborhoods; ADA improvements; acquisition of space for fair housing counseling, and rehabilitation of a facility that provides respite care for medically fragile children.
3. Homeless (approximately \$535,000) Funds are used for all points on the continuum of care for persons who are homeless including prevention of homelessness, emergency shelters, and transitional housing. Most funds are for operating programs, but some direct emergency assistance is provided (rent, utility payments, etc.).

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

4. Other Public Services (approximately \$80,000) In addition to public services for the homeless, funds are also provided to six (6) neighborhood resource centers.
5. CDBG-DR funds (approximately \$31 million) will be used for supporting housing activities, public improvements and public service related to damage caused by flooding events from April 2013. A more complete needs assessment for CDBG-DR can be found in the CDBG-DR Action Plan which is available on the DuPage County Community Development Commission website.
6. Remaining funds are programmed to administration, planning, and fair housing activities.

### **3. Evaluation of Past Performance**

The DuPage Consortium consistently performs well in the administration of the grant programs covered in this plan. HUD reports outlining DuPage's compliance and performance relative to peer groups identify DuPage as a well-managed program. HUD's most recent Year End Review states: "DuPage County's CDBG, HOME, and ESG activities are consistent with its Consolidated Plan and in compliance with the Statutes and operating regulations. DuPage County has the continuing capacity to administer Consolidated Plan-covered programs." In the CDBG program HUD measures DuPage County's timeliness ratio, a formula that measures the amount of an entitlement community's unexpended funds sixty days prior to the start of the next program year. For DuPage County, January 1 is that date. As of December 10, 2014 the County's timeliness ratio is 1.3, well below the 1.5 HUD maximum. One hundred percent of DuPage's CDBG funds since the beginning of DuPage's participation have been used to benefit low and moderate-income individuals.

In the HOME program, since 1994 the County has received approximately \$52,000,000. The County's priority has been to create and preserve affordable rental housing. Over the past twenty years the County has invested 61% of its HOME funds for affordable rental housing, 33% for low income homebuyer assistance and 6% toward homeowner rehab.

Details of past performance are found in the Consolidated Annual Performance Evaluation Report (CAPER).

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **4. Summary of Citizen Participation and Consultation Process**

The laws that created the CDBG, HOME, and ESG programs state that the primary purpose of the programs covered by the Consolidated Plan is to improve communities by providing: decent housing, a suitable living environment, and growing economic opportunities for low and moderate income households in DuPage County. Since low to moderate income households are the target of these funds it is important to involve these households.

#### ***Public Hearings and Public Comment Periods***

The CDC conducted four stages of public hearings:

Stage one includes a separate required public hearing for each municipal applicant to gain citizens input.

Stage two includes a required public hearing for each non-municipal capital-applicant seeking CDBG funding to gain citizens input.

Stage three includes a required public hearing for each applicant for public services to gain citizens input. This hearing typically is held at one location and combines all public service applicants.

Stage four includes a County public hearing, completed on January 15, 2015 at the DuPage County Center, on the draft Consolidated Plan before final action by the County Board. Copies of the draft plan are made available in municipal buildings and public libraries throughout the consortium area. Notification was published in the Daily Herald on December 26, 2014, general circulation newspaper in the DuPage Consortium area.

The public comment periods are as follows:

For the draft Consolidated Plan, the CDC requires a 30-day comment period, completed February 2, 2015 prior to the County Board's final action on the Plan. Notice of this comment period is done simultaneously with the notice of the public hearing on the draft ConPlan, and uses the same methods. Any substantial amendments to the ConPlan are subject to a public hearing.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

For the Consolidated Annual Performance and Evaluation Report (CAPER) on the Consolidated Plan, the CDC requires a 15-day comment period prior to submitting it to HUD. Notification is published in a newspaper of general circulation in the DuPage Consortium area. The County conducts a public hearing during the public comment period.

Additional comments are solicited on the activities undertaken with CDBG, HOME, and ESG funds through the Environmental Review Record process. Notification and comment periods are in accordance with CFR Part 58.

Portions of the ConPlan may undergo changes before a complete revision is officially adopted. These Changes may take the form of policy changes of the DuPage Community Development Commission or changes in the specific activities to be implemented with CDBG, HOME, or ESG funds. In accordance with the DuPage County Citizen Participation Plan, changes to the ConPlan that will require public hearing and comment are: (a) local policy changes affecting eligibility for at least 10% of the federal funds subject to the ConPlan; or (b) modifications to the list of proposed activities affecting at least 10% of the federal funds subject to the ConPlan.

### **RESPONSES TO COMMENTS**

It is the policy of the CDC that all comments directed to the Consolidated Plan or the annual performance report that are received during public hearings and designated comment periods shall be responded to in writing within the document. Comments will be summarized in the document followed by responses.

### **RESPONSES TO COMPLAINTS**

Any written complaints regarding the Consolidated Plan, CAPER, or individual activities undertaken by DuPage County's CDBG, HOME, or ESG programs shall be responded to in writing. It is the policy of the CDC to respond within 15 working days of receipt of the complaint whenever possible. If the complaint involves a policy issue requiring deliberation of one or more policy groups, the individual submitting the complaint shall be notified of this fact within 15 days. The issue will be brought to the attention of the appropriate policy group at the next available meeting, and a response will be developed after their consideration.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **5. Summary of Public Comments**

The public comment period ran from January 2, 2015 through February 2, 2015. Presentations were made to the Community Development Commission Executive Committee on December 2, 2014, to the County Development Committee on January 20, 2015 and to the DuPage County Board on January 27, 2015 and February 10, 2015. A public hearing was held on January 15, 2015. Notice of the comment period and the public hearing were published in the Daily Herald, and e-mails were sent to organizations and individuals that may be interested in the Consolidated Plan on December 26, 2014.

Copies of the Consolidated Plan on CD-ROM were sent to each municipality and public library in DuPage County for access by the public at municipal buildings and public libraries. The Plan was also available via the Internet at the County's web site. The following public comments were received during the public comment period (and DuPage responses noted):

No public comments were received.

### **6. Summary of Comments or Views not Accepted and the Reasons for not Accepting Them**

No public comments were received.

### **7. Summary**

DuPage County, through its Community Development Commission, continues to strive to address the issues facing County residents in an ever changing environment. The goal of the Commission is to allocate limited funding to projects that meet the highest priority based on surveys from villages, cities, agencies, and residents throughout the County of DuPage. Each request for funding will be scored equally through a rigorous application period to determine the best applications for awarding grants and / or loans. The County will also work to meet the requirements set forth by HUD to administer the grant funding in the most efficient and transparent methods. DuPage County consulted with appropriate stakeholders in preparation of this Consolidated Plan and followed its Citizen Participation Plan in presenting this Consolidated Plan.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The County also continues to encourage Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation in all programs covered by this Consolidated Plan. The County maintains a list of certified MBE / WBE contractors which is updated throughout the year and all participants are re-certified annually. See Appendix D for the current list. Bid specifications and advertisements utilized by subgrantees, subrecipients, and developers include language encouraging MBE / WBE participation. Likewise, the MBE / WBE list is provided to subgrantees, subrecipients, and developers prior to soliciting bids so that any companies on the list that provide the work being solicited are alerted to the opportunity to bid on the work.

Historically, the CDC has responded to changing conditions and needs of its community development partners. Changes to its application and selection process occur in order to emphasize a direct connection between activities funded and achievement of Consolidated Plan goals. This emphasis promotes measurement of outcomes of activities, and priorities are placed on activities that best achieve measurable movement toward ConPlan goals. To support this effort, the consortium will continue to: analyze and present changes in trends in housing and community development needs to policy makers; evaluate the effectiveness of local organizations in implementing recommended strategies; improve methods of measuring the outcomes of activities funded by the consortium's housing and community development programs, and recommend modifications that should be made in implementation strategies.



## DEVELOPMENT OF THE PLAN

This section identifies the lead agencies responsible for the development of the plan, the administration of the grants, and describes the consultation and citizen participation processes.

## **II. Development of the Consolidated Plan**

### **1. Lead Agencies**

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

**Responsible Agencies**

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
<b>Lead Agency</b>	<b>DuPage County</b>	<b>Community Development Commission</b>
<b>CDBG Administrator</b>	<b>DuPage County</b>	<b>Department of Community Services</b>
<b>CDBG-DR Administrator</b>	<b>DuPage County</b>	<b>Department of Community Services</b>
<b>HOME Administrator</b>	<b>DuPage County</b>	<b>Department of Community Services</b>
<b>ESG Administrator</b>	<b>DuPage County</b>	<b>Department of Community Services</b>
<b>HOPWA Administrator</b>	<b>City of Chicago</b>	<b>Department of Public Health</b>

**Table 1 – Responsible Agencies**

#### **a. Introduction**

The DuPage County Consortium includes DuPage County and the municipalities of Downers Grove, Naperville, and Wheaton. Although these three municipalities are identified separately as individual members (due to their status as entitlement grantees under the Community Development Block Grant program – Wheaton and Downers Grove as joint recipients with DuPage County and Naperville as a Metropolitan Entitlement City with its own CDBG allocation), all or part of 36 other municipalities are included within DuPage County's borders. 28 of these municipalities work closely with the County as part of the DuPage Community Development Commission (CDC).

The lead agency, and most active of the policy groups, for the development of the Consolidated Plan is the Executive Committee of the DuPage Community Development Commission (CDC). The CDC is made up of 18 County government representatives (essentially the County Board) and representatives of 28 municipalities. These municipalities are those that have signed an intergovernmental agreement with DuPage County for the purpose of sharing responsibility for the CDBG program. This Commission has had primary responsibility for establishing the

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

policies for the CDBG program since it began in 1975. The HOME Advisory Group advises the County directly on the use of HOME and HDF dollars for affordable housing financing.

### **b. Consolidated Plan Public Contact Information**

The Community Development Commission encourages public comment and offers transparency to the greatest extent possible for each grant. The Commission provides numerous ways listed below to access information and all questions or comments regarding each grant covered by this plan should be sent to:

DuPage County Community Development Commission  
421 North County Farm Road, Wheaton, Illinois 60187  
(630) 407-6600 / [communitydev@dupageco.org](mailto:communitydev@dupageco.org)

#### Access to Records

In accordance with the Freedom of Information Act, records are open to the public. Any person wishing to view the records associated with the CDBG, HOME, CDBG-DR or ESG program may arrange to do so, and copies will be made available in accordance with applicable Freedom of Information requirements.

#### Access to Meetings

All meetings of the CDC, the CDC Executive Committee, the HOME Advisory Group, and any special committees created by these groups are subject to the Open Meetings Act. Therefore, notification and reporting requirements apply any time a majority of a quorum of any of these groups assembles to discuss the business of the CDC. It is also the policy of the CDC to notify organizations who would be directly affected by a policy issue scheduled for consideration by one of the CDC's policy groups.

#### Technical Assistance

To encourage participation in its programs by organizations who may wish to apply for funds, the CDC provides the following technical assistance.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Mandatory CDBG / ESG Pre-application Meetings:** Any organization intending to apply for CDBG or ESG funds is required to attend a pre-application meeting to review the application process. Applicants are supplied with the application forms, as well as a copy of the selection criteria by which their application will be judged.

**One-on-One Pre-Application Consultations:** In addition to the mandatory CDBG / ESG meetings, staff is available to meet as many times as necessary with any public or private organization interested in the CDBG, CDBG-DR, HOME or ESG programs. The purpose of these consultations is to give specific advice that will enhance the applicant's probability of success in obtaining funds and to achieve their housing or community development goals.

**Data:** DuPage County maintains census and other data useful for grant preparation and it is routinely made available to applicants to the CDC's programs. Low and moderate income data and maps provided by HUD are posted on the CDC's website.

## **2. Consultation**

### **a. Introduction**

The County provides the opportunity for each municipality, township, non-profit agency and all participants in the Continuum of Care to provide input to identify needs and priorities of the Consolidated Plan. Likewise, citizens are given the opportunity to advise the County concerning their needs and priorities. The County employs two mechanisms to solicit this information – public hearings and survey instruments with specific, consistent questions.

### **b. Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

DuPage County does not have providers of public housing, but a significant number of assisted units are provided through the Continuum of Care programs and/or by agencies that participate in the Continuum of Care. Because DuPage County serves as the lead agency for the Continuum of Care, the County strives to coordinate the efforts of essential county-wide networks and coalitions by participating in each: a) with leadership and oversight roles, b) gathering the

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

specific identified priority needs, strategies, and funding opportunities, c) putting forth an objective view of performance, and finally, d) sharing the knowledge to inform the planning of diverse providers within DuPage County. This allows DuPage County to coordinate efforts to achieve a collective impact on priority needs and policy using focused strategies.

Through the Continuum of Care and through its own funding processes, assisted housing providers, health, mental health, and service agencies are encouraged to coordinate and collaborate and duplication of services is evaluated. One example of such efforts through the Continuum of Care is the stationing of a DuPage County Health Department staff member at the DuPage PADS Service Center as a way of building trust so that homeless persons with mental health issues will be willing to accept a housing unit provided by the Health Department.

DuPage County's latest effort to enhance coordination is through active participation in developing Impact DuPage. Impact DuPage, which has been spearheaded by the DuPage County Health Department, is a newly formed group of community leaders and organizations working to determine community needs and priorities that will improve the well-being of the DuPage County community. Impact DuPage partners are engaging DuPage County residents and service providers in several assessment activities to determine community needs. Two of the key goals established are to anticipate and manage change through centralized data collection and analysis, and to leverage local funding to strategically and collaboratively address priorities. Impact DuPage goals were created with the intention of building on previous collaborative successes and lessons learned. Data will be available in "dashboard" format through a website funded by the Health Department.

### **c. Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

DuPage County Community Services is the lead agency for the DuPage Homeless Continuum of Care (CoC). The Director of DuPage County Community Services chairs the Leadership Committee charged with oversight and leadership for the array of public and private agencies comprising the CoC that meet housing, health, and social service needs for the chronically

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

homeless, families with children, veterans and other homeless populations. The leadership role allows a direct interface between priority homeless needs determined by the Needs Assessment Committee and the application procedures, and ranking procedures for grant opportunities to meet those needs, as formed by the Grants/Funding Committee and approved by the Leadership Committee.

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics.

Discharge protocols have been created for foster care, health care, mental health, and corrections, as care providers that may discharge persons into homelessness. DuPage County homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case managers and counselors explore and assess clientele's disabling conditions; referring and linking to resources for further assistance when warranted.

The CoC is exploring options to make significant improvements to a standardized intake, assessment and follow up protocol. Using the HMIS system, this uniform assessment will gather data required as we respond to emergency needs.

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

The HEARTH Act requires the Continuum of Care (CoC) planning process to assist homeless persons by providing greater coordination in responding to their needs. DuPage County Community Services provides coordination between ESG and CDBG funding, as well as, coordination with the DuPage Homeless CoC as to priority needs and policy. As lead agency for the CoC, DuPage County Community Services has had policies regarding coordination among emergency shelter providers, essential services providers, and providers of other services to the homeless for many years. This requirement for coordination begins with applications for funding for CDBG, ESG, and CoC funds. Applications for these programs require information and documentation about how each agency collaborates, cooperates and/or coordinates with other agencies to ensure non-duplication of services. Agencies in DuPage County also participate in the SOAR program to enroll eligible persons in mainstream benefits. As a HOME Participating

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Jurisdiction, DuPage County also uses HOME funds to address the housing needs of the most at risk populations when such projects are viable. The DuPage County Health Department has several CoC projects in DuPage County and is represented on the CoC Leadership Committee. The DuPage Housing Authority is represented on the CoC Needs Assessment Committee, the CoC Grants Funding Committee, and the CoC Leadership Committee. These are all ongoing past and current efforts to ensure proper funding allocation.

The ESG regulations require that DuPage County have written standards for providing ESG assistance and must consistently apply those standards for all program participants. The Homelessness Prevention Providers (HPP) committee of the CoC maintains a written Program Plan (See Appendix H) that is to be followed by agencies utilizing ESG funds and details how ESG eligibility is determined; how eligible families and individuals are prioritized and which are appropriate for homelessness prevention and which are appropriate for rapid re-housing; contains standards for determining the amount of rent and utilities costs each program participant must pay while receiving either homelessness prevention or rapid re-housing assistance; contains standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and standards for determining the type, amount, and duration of housing stabilization and/or relocation services and maximum levels of assistance.

The CoC has existing established performance standards for activities funded under the Emergency Solutions Grant program and the grants funded through the CoC Super-NOFA process. The application process and selection criteria for ESG funding has been developed in conjunction with and approved by the Leadership Committee and Grants Funding Committee of the CoC. Outcome measures (performance standards) are then developed for each subrecipient, based on their application, and reported quarterly progress. Targeting those who need assistance most is accomplished at the application review, as needs with higher priority in the Consolidated Plan are assigned a higher multiplier so that applications addressing those needs receive a higher score. Current case management practices are aimed at reducing each program participant's housing barriers or housing stability risks and are quantified and captured as needs identified and needs met in HMIS.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County Community Services is also the HMIS lead for the CoC. DuPage County has coordinated funding for the HMIS through CoC funding and ESG funding. ESG subrecipients (other than domestic victim service providers) are required to participate in the County's HMIS system. The HMIS Committee of the CoC and HMIS staff ensure that required data elements, assessments and workflows in the system meet HUD requirements and that required reports can be pulled from the system. DuPage HMIS offers a robust training schedule for participants, a Help Desk, newsletters, training materials and webinars, and a "certification" program for participants. DuPage HMIS is helping facilitate the discussions around and implementation of the coordinated assessment system, as well as the data being gathered from the vulnerability index pilot project.

The CoC also has existing established policies and procedures for the operation and administration of the HMIS. These standards are contained in the DuPage HMIS Standard Operating Procedures Manual and oversight is provided by the HMIS Committee of the CoC. We will be able to better identify best practices for reducing the number of people living on the streets or in emergency shelters and for shortening the time people spend homeless by improvement to the HMIS so that better data can be obtained and appropriate reports produced.

### **e. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.**

The County takes a comprehensive approach to soliciting input to determine needs and priorities for the 5-Year Consolidated Plan. Surveys were conducted on several levels as follows:

1. A Citizens Survey in both English and Spanish produced 402 responses;
2. The six Neighborhood Resource Centers were surveyed in both English and Spanish producing 45 responses;
3. A survey of 31 municipalities primarily located in Du Page County and all 9 townships produced 16 responses;
4. 107 public service providers were given the opportunity to identify service needs, with 35 responding;
5. Likewise, 21 service providers completed the 5-year capital needs survey.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Table 2 is a list of the various agencies, groups, and organizations who participated in the consultation process and the service areas they represent. The County did not exclude any agency types from participating in the ConPlan planning process.

**Table 2 – Consultation Participation from Agencies, Groups & Organizations**

<b>Sort Order</b>	<b>Select Organization</b>	<b>Agency/Group/ Organization Type</b>	<b>What section of the plan was addressed by consultation?</b>	<b>Briefly describe how the Agency/Group/ Organization was consulted</b>
1	Village of Willowbrook	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
2	Village of Hanover Park	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
3	City of Warrenville	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
4	Village of Glendale Heights	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
5	City of Elmhurst	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

6	Village of Westmont	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
7	Bloomingdale Township	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
8	Village of Lombard	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
9	Village of Wayne	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
10	Village of Addison	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
11	Village of Glen Ellyn	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
12	City of Naperville	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

13	City of West Chicago	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
14	Village of Carol Stream	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
15	City of Darien	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
16	Village of Woodridge	Other Government - Local	Needs Assessment / Current Market Conditions Consultation	Participation in Municipal Needs Survey
17	Lutheran Child and Family Services	Services – Children	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
18	Almost Home Kids	Services – Children Services - Health	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
19	DuPage Pads	Services – Homeless	Needs Assessment / Current Market Conditions Consultation	Participation in a 5 Year Capital Needs Assessment and Non Profit Needs Assessment

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

20	Family Shelter Service	Services – Homeless	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
21	St. Patricks Residence	Housing	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
22	Metropolitan Family Services	Services – Education – Employment Other - Legal	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
23	People’s Resource Center	Education Employment Other – Food Pantry	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
24	Loaves & Fishes	Education Other - Food Pantry	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
25	Chilserv	Housing Services - Children	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

26	Senior Home Sharing	Housing Services - Elderly Persons	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
27	Marklund Children's Home	Housing Services - Persons with Disabilities	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
28	Prairie State	Service – Fair Housing Other - Legal Description	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
29	DuPage Housing Authority	Housing	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
30	Literacy DuPage	Services - Education	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
31	Catholic Charities of Joliet	Services – Children Housing Elderly Education	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

32	Mayslake Village	Housing Services - Elderly	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
33	DuPage Habitat for Humanity	Housing	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
34	Willowbrook Corner Community House NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey
35	Addison Student Participation Center NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey
36	Addison Henry Hyde Center NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey
37	Outreach Community Ministries – Carol Stream NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

38	Outreach Community Ministries – Main Park NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey
39	Outreach Community Ministries – Timberlake Apartments NRC	Services – Children Services - Education Regional Organization	Needs Assessment / Current Market Conditions Consultation	Participation in Community Needs and Availability Services Survey
40	Midwest Shelter for Homeless Veterans	Services – Homeless	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
41	Bridge Communities	Housing Services - Homeless	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
42	United Cerebral Palsy Seguin of Greater Chicago	Services – Persons with Disabilities Housing	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
43	Serenity House Counseling Centers	Services – Other – Substance Abuse	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
44	Northeastern Illinois Area Agency on Aging	Services – Elderly Persons	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

45	Franciscan Ministries	Housing Services- Health	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
46	Asissi Homes of Illinois	Housing	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
47	NAMI DuPage	Services- Persons with Disabilities	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
48	The Community House	Services- Children Elderly Persons w/ Disabilities	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
49	HCS Family Services	Services- Homeless Other- Food Pantry	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
50	Evangelical Child and Family Agency	Services - Children	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
51	YWCA of Metropolitan Chicago Patterson & McDaniel Family Center	Services – Children Services - Education	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

52	West Suburban Community Pantry, Inc.	Services – Education Other – Food Pantry	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
53	CASA of DuPage County	Services – Children Other - Legal	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
54	SVDP Housing Corp	Housing Services - Elderly Persons	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
55	Wood Glen Senior Residences	Housing Services – Elderly Persons	Needs Assessment / Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment and Non Profit Needs Assessment
56	Northern Illinois Food Bank	Other – Food Bank	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
57	Little Friends, Inc.	Services – Persons with Disabilities Employment	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

58	Cadence Health – Central DuPage Hospital	Services – Health	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
59	Wayside Cross	Services-homeless, substance abuse	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
60	Outreach Community Ministries Wheaton Youth Outreach	Services – Housing Children Homeless Education	Needs Assessment/ Current Market Conditions Consultation	Participation in a Nonprofit 5 Year Capital Needs Assessment
61	Community Career Center	Services - Employment	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
62	Phillip Rock Center & School	Services-Children, Education	Needs Assessment / Current Market Conditions Consultation	Participation in Non Profit Needs Assessment Survey
63	HOPE Fair Housing Center	Services – Fair Housing	Needs Assessment / Current Market Conditions Consultation	Participation in a request for detailed information on Fair Housing complaints received and outcomes

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

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

The County consulted with a wide variety of government entities, nonprofit agencies, and neighborhood resource centers to complete the consolidated plan. The County reached out with many organizations and given the time constraints and completion due dates some agencies were unable to contribute. Each agency type was consulted, no agency types were intentionally excluded from consultation.

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

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

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	DuPage County – Community Services	The goals of the DuPage County Strategic Plan overlap with the goals of the CoC Plan to End Homelessness and the CoC Planning Project List. The County refers to both plans to identify needs of the homeless individuals and families, and other vulnerable populations, housing needs, and non-housing community needs. DuPage County Community Services is the lead agency of the CoC and participates on the Leadership Committee with oversight for the Needs Assessment and the Grants/Funding Committees. These committees, on an annual basis, assess needs and strategies to best impact the community with available resources. The Con Plan strategic goals seek to bring the CoC efforts into the overall DuPage County community development matrix.
State of Illinois 2010-2014 Consolidated Plan	State of Illinois – Illinois Housing Development Authority	The County referred to the most recent State plan in the development of the goals related to suitable living environments, economic opportunities, and decent and affordable housing
City of Naperville Consolidated Plan	City of Naperville	The City supports affordable housing and the County’s single-family rehab efforts
DuPage County Health Department Annual Report 2013	DuPage County Health Department	The County referred to the annual report to discuss and identify gaps in health coverage and programs to help uninsured residents
Go To 2040 IPlan	Chicago Metropolitan Agency for Planning (CMAP)	The goals for affordable housing and community development in the consolidated plan overlap with CMAP’s goal of achieving greater livability through landuse and housing

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage Housing Authority 2014 Annual Report	DuPage Housing Authority	The County referred to DHA’s Annual Report to review housing needs and programs to support affordable housing
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**Table 3 – Other local/ regional/ federal planning efforts**

**h. Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(i))**

DuPage County coordinates with the State of Illinois for services to homeless persons and those at risk of homelessness through the Continuum of Care allocations of State Emergency Solutions Grant funds. Municipalities within DuPage County and DuPage County itself are receiving technical assistance through the Chicago Metropolitan Agency for Planning on a variety of comprehensive planning and land use projects. DuPage County works with a regional group of HOME Participating Jurisdictions to coordinate common application and underwriting processes for land development to provide consistency for providers of affordable housing that work across jurisdictional lines. HUD has provided technical assistance to the HOME group to advance that effort.

**3. Citizen Engagement in Determining Needs**

**a. Summarize the citizen participation process and efforts made to broaden citizen participation. Also include how citizen participation impacted goal-setting:**

The laws that created the CDBG, HOME, and ESG programs state that the primary purpose of the programs covered by the Consolidated Plan is to improve communities by providing: decent housing, a suitable living environment, and growing economic opportunities for low and moderate income households in DuPage County. Since low to moderate income households are the target of these funds it is important to involve these households.

Over the past 5 years the CDC has funded Neighborhood Resource Centers (NRCs), neighborhood specific and citywide sites that directly served their communities, usually located in areas where community resources are not affordable or accessible. The CDC developed a survey instrument found in Appendix C to gauge residents’ general assessment of their neighborhoods, their needs of their community, the issues of the neighborhood, and police and

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

safety concerns. The survey was distributed to all 6 currently funded NRCs as both an electronic and paper survey and available in English and Spanish for a period of 4 months. The results of the survey are shown in Figure PR-1, and it appears residents thought parenting classes, public transportation, and computer classes were the main needs, while the biggest concern appears to be tension between racial and ethnic groups, often times creating subsequent issues also in the table.

The CDC also conducted a County wide survey for all residents to complete. The survey instrument asked residents about a range of topics consisting of affordable housing, employment opportunities, discrimination, basic needs availability, and other topics. The survey was launched on the DuPage County website with a press release from the DuPage County Communications office. It was available as both an electronic and paper copy and offered in English and Spanish, found in Appendix C. In order to increase the amount of low to moderate income families participating, the survey was offered at the front counter of the Community Services Department of the County, a high traffic area for people seeking benefits to assist their respective families. The results of the survey impacted goal setting and determination of priority needs for projects covering the next 5 years. A sample of the survey results are shown in Figure PR-2.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Figure PR-1 Resident Surveys Located in NRC Service Locations		
Needs Assessment		
Type of Activity	Survey Percentage	Priority
Parenting Classes	83.3%	High
Public Transportation	82.6%	High
Computer Classes	80.7%	High
Organized Sports - Youth	78.5%	High
Educational Tutoring	77.5%	High
Affordable Daycare	76.7%	High
Scouting for Boys and Girls	75.4%	High
Exercise or Movement Class	75.0%	Low
Medical Clinics	74.1%	Low
Organized Sports - Adult	74.1%	Low
Housing Assistance Programs	72.1%	Low
Senior Citizen Services	71.8%	Low
Counseling Services	69.7%	Low
Access to Fresh Food and Produce	53.2%	Low
Problems Facing Community		
Tension Between Racial or Ethnic Groups	85.9%	High
Cultural Activities	78.4%	High
Crime, Drugs, or Violence	75.8%	High
Lack of Community Input on Issues Facing Neighborhood	75.0%	High
Homelessness	72.4%	High
Affordable, Quality Child Care	69.7%	Low
Unsupervised Children or Teenagers	65.7%	Low
Affordable Housing	63.6%	Low
Abandoned or Run Down Buildings	63.3%	Low
Unemployment	60.2%	Low
Public Schools Education Curriculum	47.9%	Low

Figure PR-2 *Community Wide Assessment and Concerns Neighborhood Assessment			
Community Concerns		Community Benefits	
Affordable Housing	13%	Location	25%
No Changes	12%	Schools	21%
High Taxes	11%	Parks/Trails	9%
Flooding	11%	Quiet Neighborhoods	7%
Police/Fire Services	7%	Low Crime	7%
Diseased Trees	7%	Affordable Housing	6%
Streets/Sewers	7%	Neighbors	5%
Jobs/Economic Development	5%	Public Transportation	5%
Public Transportation	4%	Public Services	4%
Parks	3%	Economic Development	4%
Sidewalks	3%	Employment	3%
Schools	3%	Ethnic Diversity	2%
Single Family Rehabilitation	3%	Low Taxes	1%
Misc	3%		
Bike Paths	3%		
Lighting	2%		
Noise	2%		

\*Based on comments received from Neighborhood Needs Survey

In addition to surveys, the CDC conducted four stages of public hearings:

- Stage one includes a separate required public hearing for each municipal applicant to gain citizens input.
- Stage two includes a required public hearing for each non-municipal capital applicant seeking CDBG funding to gain citizens input.
- Stage three includes a required public hearing for each applicant for public services to gain citizens input. This hearing typically is held at one location and combines all public service applicants.
- Stage four includes a County public hearing, scheduled for January 15, 2015 at the DuPage County Center, on the draft Consolidated Plan before final action by the County Board. Copies of the draft plan will be made available in municipal buildings throughout the consortium

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

area. Notification will be published in the Daily Herald on December 26, 2014, general circulation newspaper in the DuPage Consortium area.

The public comment periods are as follows:

- For the draft Consolidated Plan, the CDC requires a 30-day comment period, scheduled to be completed on February 2, 2015 prior to the County Board's final action on the Plan. Notice of this comment period is done simultaneously with the notice of the public hearing on the draft ConPlan, and uses the same methods. Any substantial amendments to the Con Plan are subject to a public hearing.
- For the Consolidated Annual Performance and Evaluation Report (CAPER) on the Consolidated Plan, the CDC requires a 15-day comment period prior to submitting it to HUD. Notification is published in a newspaper of general circulation in the DuPage Consortium area.
- Additional comments are solicited on the activities undertaken with CDBG, HOME, and ESG funds through the Environmental Review Record process. Notification and comment periods are in accordance with CFR Part 58.

It is the policy of the CDC that all comments directed to the Consolidated Plan or the CAPER that are received during public hearings, designated comment periods, and during special events such as workshops and consultations shall be responded to in writing within the document.

Comments will be summarized in the document followed by responses.

The Community Development Commission encourages public comment and offers transparency to the greatest extent possible for each grant:

DuPage County Community Development Commission  
421 North County Farm Road, Room 3-100 Wheaton, Illinois 60187  
(630) 407-6600 / [communitydev@dupageco.org](mailto:communitydev@dupageco.org)

Table 4 outlines the methods used to outreach agencies, municipalities, and residents to gain input in determining the needs and problems facing the community.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Table 4 – Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of Response / attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL If applicable</b>
1	NRC Survey	Emphasis on Low-Mod / Minority Residents / Non English Speaking	A community survey was issued in both paper and electronic copies	A total of 45 completed surveys were received. A Summary of results included in Appendix A	All comments were accepted	<a href="https://www.surveymonkey.com/s/2LJPBDQ">https://www.surveymonkey.com/s/2LJPBDQ</a>
2	Citizens Survey	Non Targeted / Broad Community / Non English Speaking	A community survey was issued in both paper and electronic copies	A total of 407 completed surveys were received. A copy of the survey can be found in Appendix A	Comments that were deemed offensive to particular populations were not accepted.	<a href="https://www.surveymonkey.com/s/X3DMX2M">https://www.surveymonkey.com/s/X3DMX2M</a> or <a href="https://www.surveymonkey.com/s/X3TDVXB">https://www.surveymonkey.com/s/X3TDVXB</a>

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

3	Public Meeting Scheduled for January 6, 2015	Non Targeted / Broad Community	A Public Meeting was completed on January 6, 2015 to solicit public input on the DuPage County 2015-2019 ConPlan and 2015 Action Plan	No comments received	No comments received	N/A
4	Public Hearing Scheduled for January 15, 2015	Non Targeted / Broad Community	A Public Hearing was completed on January 15, 2015 to solicit public input on the DuPage County 2015-2019 ConPlan and 2015 Action Plan	No comments received	No comments received	N/A
5	Other: Municipality Outreach	Non Targeted / Broad Community	An electronic copy of the draft 2015-2019 ConPlan was supplied to each municipality within DuPage County between 1/2/14 and 2/2/14 for public viewing and commenting	No comments received	No comments received	N/A
6	30 Public Comment Period completed between January 2, 2015 and February 2, 2015	Non Targeted / Broad Community	30 Public Comment Period completed between January 2, 2015 and February 2, 2015	No comments received	No comments received	N/A

## **NEEDS ASSESSMENT**



The Needs Assessment of the ConPlan, in conjunction with information gathered through consultations and the citizen participation process, will provide a clear picture of DuPage County residents' needs related to affordable housing, special needs housing, community development, and homelessness.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **III. Needs Assessment**

#### **1. Overview**

DuPage County strives to allocate funds from the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME), and the Emergency Solutions Grants Program (ESG) to address a wide variety of issues facing the residents of the County. The 2015-2019 ConPlan addresses many opportunities to fund activities such as affordable housing, capital projects for nonprofit agencies, projects for special needs populations, public service, neighborhood investment construction, acquisition of real property, administration, and other activities.

In order to determine the needs of the community, DuPage County established collaborative networks with local government, non-government organizations, and residents of DuPage County. Each group was offered the opportunity to participate in a needs assessment survey to determine priority needs to be inserted into the application process discussed later in this section.

#### **Role of Collaborative Networks**

The examples of collaborative networks mentioned above work to identify and prioritize needs related to housing, health care, homelessness and other issues facing low and moderate income residents of DuPage County. Collaborative networks are an important part of the effort to meet local needs. The role of these networks includes: (a) sharing information on their activities including descriptions of programs, housing opportunities, development projects, and other initiatives; (b) sharing information on grant programs and other financing options; (c) encouraging cooperation among participants on specific programs and projects, including the development of joint projects and applications for funding; (d) working together on advocacy efforts; (e) providing countywide and broad-based leadership opportunities to local agencies that would not be available outside of these collaborations; and (f) providing broad based and regular input into the Consolidated Planning process.

#### **Role of Local Governments**

The Community Development Commission (CDC) is the focus of local government participation in the Consolidated Planning process and in the implementation of the Plan. There are 28

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

municipal members and 18 DuPage County Board members of the CDC. The municipal members of the CDC are appointed by their respective municipalities, and the County Board Chairman appoints the County Board members to the CDC. This structure has fostered a strong working relationship between municipalities and County government through the CDC.

Based on this structure, local governments have continuing opportunities to play a role in meeting housing and community development needs. These opportunities include: (a) taking affirmative actions to preserve and enhance existing affordable neighborhoods; (b) playing a leadership role in countywide collaborations (current examples being the County's leadership in the Continuum of Care and mental health access planning, and the County Health Department's leadership in the Partnership for Behavioral Health); (c) working through the CDC to continue a strong commitment to affordable housing funding; and (d) continuing to provide incentives for coordination and cooperation among providers.

### **Role of Non-Government Organizations**

Non-government organizations, primarily non-profit groups and housing developers, provide a large portion of the housing and services that address needs of the low-income population of DuPage County. Therefore, this ConPlan recommends continuation of technical assistance efforts to increase the capacity of local organizations to provide housing and other services. These efforts will focus on: (a) working with local non-profit groups to increase capacity to develop and manage affordable housing (including fostering new Community Housing Development Organizations); and (b) continuing to maintain data on community needs that will help local organizations set priorities and apply for various grant funding.

### **Role of Residents in DuPage County**

The final and most important collaborative network DuPage County works with is the residential population. The County works to provide opportunities for residents to provide input concerning the needs of the community by hosting public hearings, meetings, and a community survey available in both English and Spanish. Staff reviews and responds to all comments received during the public comment period.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County encourages residents to participate in public hearings and meetings so that residents are aware of the programs available within the County and aware of the projects that are going on within each community. The community survey provided to residents is an important tool for the County to utilize. Residents are able to bring attention to important issues that are of concern within each community so that the County can work with each network to address areas of concerns to DuPage County residents.

Over the next 5 years staff will continue to work with these networks to address changes in the needs of the community and adjust funding accordingly to continually meet the needs of the community.

### **2. Housing Needs Assessment**

#### **a. Summary**

Affordable housing is a critical need in DuPage County and the County strives to maintain existing affordable housing as well as stimulate new affordable housing options. DuPage County remains a high-cost location within an expensive metropolitan region. As indicated by the 2011-2013 American Community Survey (ACS), DuPage County contains more than 88,163 rental units. This figure equals 26.2% of the total available housing in the County.<sup>1</sup> The same survey shows that approximately 30,271 (36.2%) renting households in DuPage County pay 35% or more of their incomes for rent. However, 46.4% of renters are burdened renters, which include those spending over 30% of the household income on rent. The ACS provides the total number of households that have occupied units paying rent where gross rent as a percentage of household income can be calculated which yields a smaller total household number when compared to the HUD provided 2006-2010 CHAS data in tables 5, 9 & 10.

The Census Data estimates the DuPage County rental vacancy rate to be 5.4%. Due to the extreme real estate market conditions beginning in 2008, which included a wave of foreclosures throughout the nation, it is difficult to compare the current vacancy rates in both rental and homeowner housing to past years or to forecast trends from current data. It appears that the

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<sup>1</sup> United States Census Bureau. "Selected Housing Characteristics, 2011-2013 American Community Survey 3-Year Estimates." American FactFinder. N.p., 23 Oct. 2014. Web. 15 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County rental vacancy rate has fluctuated between 5% and 10.4% since 2000. Census data estimates show the DuPage County total vacancy rate for all housing at approximately 5.5%. Total vacancy rate for all housing has fluctuated between 3% and 6% since 2000.

While foreclosure filings have slowed, the number is still concerning. A new foreclosure filing typically occurs when a homeowner is 90 days or more delinquent in his or her mortgage payment and represents the beginning of the foreclosure process. New foreclosure filings in the Chicago 6 County Region dropped more than 40% in 2013, reaching the lowest level since 2007, as shown by new 2013 data from the Woodstock Institute.<sup>2</sup> DuPage County has seen foreclosure filings as follows:

2009	5,552 foreclosure filings
2010	6,651 foreclosure filings
2011	5,362 foreclosure filings
2012	5,701 foreclosure filings
2013	3,490 foreclosure filings

A foreclosure auction represents completion of the foreclosure process and the point at which a homeowner is typically evicted from a property. In 2013, there were 2,513 completed foreclosure auctions in DuPage, a decrease from prior year of nearly 25.2%. Completed foreclosure auctions decreased regionally from 2012 by 9.7%.

Very low-income renters experience significantly higher incidences of housing problems. Final figures of 2014 from the National Low Income Housing Coalition illustrated that workers needed an hourly wage (at 40 hours per week) of \$18.83 and an annual income of \$39,160 to afford the rent of a two-bedroom apartment in DuPage at fair market rent of \$979.<sup>3</sup> Someone earning 30% AMI (\$21,720) would be able to afford rent of \$543 per month. A two-bedroom apartment would require 2.3 people working full-time jobs at minimum wage in order to be affordable. The

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<sup>2</sup> Woodstock Institute. "Chicago City and Regional Foreclosure Activity, Second Half 2013." (n.d.): n. pag. 19 Feb. 2014. Web. 4 Dec. 2014.

<sup>3</sup> "Out of Reach 2014: National Low Income Housing Coalition." National Low Income Housing Coalition. N.p., 24 Mar. 2014. Web. 15 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

area median rent for the year 2014 in DuPage County for a two bedroom household was \$1,044<sup>4</sup>, which makes it a bigger challenge for individuals to find affordable housing.

Additionally, according to the 2011-2013 American Community Survey, seniors who collected social security in DuPage County, on average, received around \$1,646 per month (or a wage of \$9.50 per hour, based on a 40-hour week).<sup>5</sup> The fair market rent for a 1-bedroom apartment is \$815 per month, thus the average senior whose only source of income is social security will pay 50.6% of income towards rent.

Low-income people with disabilities face severe gaps between disability payment amounts, averaging \$883 a month in DuPage, and Fair Market Rate rents for a 1-bedroom at \$815. \$883 in Supplemental Security Income would have an affordable rent of \$265.

The Illinois Department of Employment Security (IDES) reported February 2014 that the Chicago-Joliet-Naperville region had an unemployment rate of 8.7%. The annual average for 2013 was 9.2%, compared to 8.9% for 2012 and 9.9% unemployment for 2011. Due to budget cuts, the Illinois Department of Employment Security no longer provides Mass Layoff Data Reports.<sup>6</sup>

DuPage County seeks to increase the supply of affordable housing to both renters and owners, and it is the policy of the DuPage Community Development Commission and the DuPage HOME Advisory group to promote greater locational choice in the development of affordable housing in the DuPage County area. This policy is promoted in the implementation of the Community Development Block Grant Program and the HOME Investment Partnerships Act program. The criteria used to select projects for funding have been designed to promote greater locational choice for low and moderate income persons by encouraging affordable housing

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<sup>4</sup> U.S. Department of Housing and Urban Development, "2014 50<sup>th</sup> Percentile Rents: Data by County", N.p., Web. 19 Dec. 2014.

<sup>5</sup> United States Census Bureau. "Selected Economic Characteristics, 2011-2013 American Community Survey 3-Year Estimates." American FactFinder. N.p., 23 Oct. 2014. Web. 15 Dec. 2014.

<sup>6</sup> Source: Illinois Department of Employment Security, Economic Information and Analysis. Chicago-Joliet-Naperville, IL Metropolitan Division Seasonally Adjusted (n.d.): n. pag. Illinois Department of Employment Security. Pat Quinn, Governor, Feb. 2014. Web. 16 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

outside of areas of affordable housing concentration and outside of neighborhoods of low-income concentration.

### **Demographics**

Table 5 shows the population, number of households and median income for a base year of 2000 and a recent year of 2010 and calculates the percentage of change.

DuPage County gained 8,894 residents between 2000 and 2010. In 2013, the U.S. Census Bureau estimated DuPage County's resident population to be 927,775 which reflects an increase of 14,547 residents since 2010.

<b>Demographics</b>	<b>Base Year: 2000</b>	<b>Most Recent Year: 2010</b>	<b>% Change</b>
Population	904,334	913,228	1%
Households	323,651	333,077	3%
Median Income	\$67,887	\$78,538	13.6%

**Table 5- Housing Needs Assessment Demographics**  
**Data Source:** 2000 Census (Base Year), 2006-2010 ACS (Most Recent Year)

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**b. Number of Households**

Table 6 reflects the number and type of households by HUD-Adjusted Median Family Income (HAMFI). Note: > means greater than. For example >30-50% indicates 30.0001% - 50%

	<b>0-30% HAMFI</b>	<b>&gt;30- 50% HAMFI</b>	<b>&gt;50- 80% HAMFI</b>	<b>&gt;80- 100% HAMFI</b>	<b>&gt;100% HAMFI</b>
<b>Total Households</b>	<b>20,838</b>	<b>24,985</b>	<b>42,745</b>	<b>30,695</b>	<b>213,870</b>
<b>Small Family Households</b>	<b>6,133</b>	<b>8,140</b>	<b>15,924</b>	<b>13,069</b>	<b>121,325</b>
<b>Large Family Households</b>	<b>1,189</b>	<b>2,043</b>	<b>4,190</b>	<b>3,314</b>	<b>25,580</b>
<b>Household contains at least one person 62-74 years of age</b>	<b>2,927</b>	<b>4,855</b>	<b>7,947</b>	<b>5,183</b>	<b>32,528</b>
<b>Household contains at least one person age 75 or older</b>	<b>4,365</b>	<b>6,483</b>	<b>6,775</b>	<b>3,239</b>	<b>11,677</b>
<b>Households with one or more children 6 years old or younger</b>	<b>3,464</b>	<b>4,443</b>	<b>7,682</b>	<b>5,916</b>	<b>23,122</b>
<b>the highest income category for these family types is &gt;80% HAMFI</b>					

**Table 6 - Total Households Table**  
Data Source: 2006-2010 CHAS - HUD

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**c. Housing Needs Summary**

Table 7 provides the number of households with housing problems by tenancy and HAMFI.

**Housing Problems 1 - Households with one of the listed needs**

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>										
Substandard Housing - Lacking complete plumbing or kitchen facilities	320	120	155	135	730	25	75	115	74	289
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	95	289	190	24	598	10	70	35	19	134
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	490	722	575	363	2,150	89	290	650	270	1,299
Housing cost burden greater than 50% of income (and none of the above problems)	7,875	4,239	1,145	160	13,419	6,418	6,140	9,275	3,410	25,243
Housing cost burden greater than 30% of income (and none of the above problems)	855	5,050	7,675	1,927	15,507	884	4,214	8,053	8,765	21,916
Zero/negative Income (and none of the above problems)	1,064	0	0	0	1,064	1,133	0	0	0	1,133

**Table 7 – Housing Problems Table**  
Data Source: 2006-2010 CHAS – HUD

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Table 8 provides the number of households with no housing problems, one or more housing problems, and negative income by tenancy and HAMFI.

**Housing Problems 2 – Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden**

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	8,790	5,373	2,050	690	16,903	6,543	6,570	10,080	3,785	26,978
Having none of four housing problems	2,199	6,160	13,375	8,465	30,199	1,114	6,839	17,259	17,694	42,906
Household has negative income, but none of the other housing problems	1,064	0	0	0	1,064	1,133	0	0	0	1,133

**Table 8 – Housing Problems 2 Table**  
**Data Source:** 2006-2010 CHAS - HUD

Table 9 provides the number of households with a housing cost burden of more than 30% by household type, tenancy, and household income which is expressed as a percentage of AMI. Data in table 9 indicates that 28,908 renter households (8.7% of total households), and 36,008 owner households (10.8% of total households) pay over 30% of their income for housing costs. These percentages were obtained by comparing the data in table 9 to the total household number provided by HUD in table 5 above.

Small related households are defined by HUD as a household with two to four related members. Large related households are defined by HUD as a household with five or more related members. An elderly household is defined by HUD as a household whose head, spouse, or sole member is a person who is at least 62 years of age.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Cost Burden >30%**

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	3,469	4,728	3,614	11,811	1,839	2,899	7,752	12,490
Large Related	700	846	365	1,911	464	912	2,672	4,048
Elderly	2,054	2,006	1,420	5,480	3,408	5,590	4,390	13,388
Other	3,354	2,653	3,699	9,706	1,708	1,325	3,049	6,082
Total need by income	9,577	10,233	9,098	28,908	7,419	10,726	17,863	36,008

**Table 9 – Cost Burden >30%**  
**Data Source: 2006-2010 CHAS – HUD**

Table 10 provides the number of households with a housing cost burden of more than 50% by household type, tenancy and household income expressed as a percentage of AMI. Data in table 6 indicates that 14,160 renter households (4.3% of total households), and 22,380 owner households (6.7% of total households) in DuPage County pay 50% or more of their income towards housing costs. These percentages were obtained by comparing the data in table 9 to the total household number provided by HUD in table 5 above.

**Cost Burden >50%**

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
<b>NUMBER OF HOUSEHOLDS</b>								
Small Related	3,154	1,869	429	5,452	1,754	2,219	4,565	8,538
Large Related	585	203	35	823	400	798	1,553	2,751
Elderly	1,659	1,121	483	3,263	2,749	2,393	1,673	6,815
Other	3,210	1,158	254	4,622	1,593	1,003	1,680	4,276
Total need by income	8,608	4,351	1,201	14,160	6,496	6,413	9,471	22,380

**Table 10 – Cost Burden >50%**  
**Data Source: 2006-2010 CHAS - HUD**

Table 11 provides the number of households that are overcrowded which is defined as households with more than one person per room, excluding bathrooms, porches, foyers, halls or half-rooms. The data is displayed by household type, tenancy and household income expressed as AMI.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Crowding – More Than One Person Per Room**

	Renter					Owner		
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI
<b>NUMBER OF HOUSEHOLDS</b>								
Single family households	545	872	690	283	2,390	99	320	584
Multiple, unrelated family households	34	54	85	104	277	0	80	105
Other, non-family households	0	95	0	0	95	0	0	0
Total need by income	579	1,021	775	387	2,762	99	400	689

**Table 11 – Crowding Information – 1/2**  
Data Source: 2006-2010 CHAS – HUD

**Low and Moderate Income Households with Children Present**

Table 12 displays the number of households that included children under the age of 18 by tenancy and household income, expressed as a percentage of Area Median Income (AMI).

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Low and Moderate Income Households with Children Present	2,855.25	3,399.11	5,801.14	12,055.50	11,638.40	13,855.24	23,646.28	49,139.92

**Table 12 – Crowding Information – 2/2**

**Data Source:** 2006-2010 American Community Survey (ACS) 5-Year Estimate. The information gathered to create the above table was from a combination of Table 6 in this section which provided the total household number and the 2006-2010 ACS Children Characteristics which provided the number of households with children under 18 years of age and also provided the housing tenure of households with children under 18 years of age.<sup>7</sup>

**Methodology:**

The total households sampled from Table 6 are 333,133 and the total number of households with children under 18 years of age was 230,058. 80.3% (184,736.57) of households with children under 18 years of age were owner occupied and 19.7% (45,321.43) of households with children under 18 years of age were renter occupied. Based on the household numbers per HAMFI group noted in table 6, we determined that 6.3% of total households fall in the 0-30% AMI category,

<sup>7</sup> United States Census Bureau. "Children Characteristics, 2006-2010 American Community Survey 5-Year Estimates." *American FactFinder*. N.p., 8 Dec. 2011. Web. 15 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

7.5% of total households fall in the >30-50% AMI category and 12.8% of households fall in the >50-80% AMI category. We were then able to calculate the households with children present in each AMI category by using the percentages of total households calculated in each AMI category.

Note; 73.4% of households fall under the 81 to <100% AMI category and the 0-30%, >30-50% & >50-80% AMI categories account for 26.6% of the total households sampled.

Example:

- Total Households with children under 18 years of age in owner occupied housing = 184,736.57
- 6.3% of owner occupied housing with children under 18 years of age fall into the 0-30% AMI category
- $184,736.57 \times 6.3\% = 11,638.40$

The above noted table was created by combining the Number of Households Table 6 information and Children Characteristics from the 2006-2010 ACS to determine the estimated number of households with children present as represented by tenure and AMI.

### **d. Describe the number and type of single person households in need of housing assistance.**

According to the 2011-2013 American Community Survey 3-year estimates, the number of nonfamily households within DuPage County was 97,262.<sup>8</sup> The at-risk single person population in need of housing assistance would consist of seniors, homeless, persons living in poverty, persons living with HIV/AIDS, survivors of domestic violence, persons with disabilities, persons with mental illness, individuals facing foreclosure and persons who have recently lost employment.

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<sup>8</sup> United States Census Bureau. "Households and Families, 2011-2013 American Community Survey 3-Year Estimates." *American FactFinder*. N.p., 23 Oct. 2014. Web. 15 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **e. Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

The DuPage Continuum of Care 2014 Point in Time Survey indicated an unmet need of 77 beds/units of permanent supportive housing to serve persons with disabilities (9 for households with children and 68 beds for households without children). There are two agencies that specifically provide services for victims of domestic violence; neither reported an unmet unit need during the Point in Time Survey. Victims of domestic violence receive preference and priority to receive a housing choice voucher.

### **f. What are the most common housing problems?**

The most common housing problem faced in DuPage County is the cost burden of owning a home. By HUD standards, families that pay more than 30% of their gross income on housing are cost burdened. As shown in Tables 9 & 10 above, in DuPage County, 36,008 owner households pay more than 30% of the household income towards housing expenses and 22,380 owner households pay more than 50% of the household income towards housing expenses, which is 18% of total households within the county. Homeowners with incomes of 51-80% AMI are affected the greatest in both the >30% and >50% cost burden categories.

A similar problem is seen with families who rent in DuPage County. 28,908 renter households pay more than 30% of the family income on housing and 14,160 renter households pay more than 50% on housing, which is 13% of the total households within the County. Those renters who earn 0-30% AMI are affected the greatest.

The second most common housing problem in DuPage County is overcrowding within renter households. Approximately 2700 renter households experience overcrowded conditions, defined as more than one person per room. The most significant overcrowding affects renters with an income of 31-50% AMI, making up 40% of the overcrowded rental households. Supporting data is referenced in Table 11.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **g. Are any populations/household types more affected than others by these problems?**

Small family renter households are greatly affected in both the >30% & >50% cost burden categories, making up 40.9% of the >30% cost burden households and 38.5% of the >50% cost burden households. Elderly renter households are also significantly affected by >30% cost burden, making up 33.6% of the >30% households.

Small family owner households are also significantly affected by a cost burden of >50%, making up 38.2% of the households. Elderly owner households account for 34.7% of the >30% cost burden households and 30.5% of the >50% cost burden households. Supporting data can be found in tables 9 and 10.

### **h. Describe the characteristics and needs of Low-income individuals and families with children who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered. Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance.**

Those at imminent risk most often present: lack of skills required to obtain employment; deficiencies in personal skills to sustain employment; or health issues that prevent employment. Because the cost of housing in DuPage County is high, these personal and employment obstacles make obtaining and sustaining housing that much more difficult. DuPage County has a robust system of case management, employment skills resources, and family self-sufficiency programs to assist persons in overcoming these obstacles. The most current data available on outcomes at this time is information from the Continuum of Care for the period July 1, 2012- June 30, 2013. During that time period 1,739 households were reported as receiving financial assistance through some type of Federal, state, or private resource. 830 of these households were selected for a 90 day follow up: 86% of the 830 reported as remaining housed; 1.3% reported homelessness; the remaining 12.7% either did not respond or reported unknown housing situation. The Continuum of Care places great emphasis on appropriateness of housing so that households are not placed in an unsustainable situation where they will be faced with homelessness when assistance is terminated.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**i. If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

DuPage County does not have sufficient resources in order to determine the estimates of at-risk populations.

**j. Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness.**

The lack of affordable housing for lower-income households has been linked with instability and an increased risk of homelessness. With cost burdens of >30% and >50% affecting owner households and renter households alike, instability and the risk of homelessness affect many households.

Other areas that could impact stability and an increased risk of homelessness are prolonged unemployment, foreclosure, mental illness, domestic violence, drug or alcohol addiction, unanticipated medical expenses, disabilities, exiting an institution such as jail or a mental health facility, exiting a skilled nursing care center and other emergency expenses.

The DuPage Homeownership Center (DHOC) assists first-time home buyers and low-income, single-parent and minority households through various programs, such as education for first-time home buyers, credit counseling, financial literacy training, and foreclosure prevention counseling. DHOC also links home buyers to financing packages that help reduce interest charges, and thereby increase the purchasing power of low-income households. DHOC has developed a program called “Counselor in the Court.” This program is the result of collaboration between DuPage County, DHOC, lenders, and Chancery Court judges and is intended to educate homeowners on how to take charge of their situations, make use of available resources and remedies within existing systems and make informed decisions throughout the foreclosure process.

DuPage County also offers a Single Family Rehabilitation (SFR) program to assist low to moderate income DuPage County homeowners, whose income is 80% or less MFI, with home

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

repairs that address health and safety issues. The goal of the program is to help homeowners maintain the value of their homes and ensure safe living conditions for residents in DuPage County. By providing a Grant to homeowners for needed repairs, homeowners are relieved of some cost burden and can use their income towards other necessities rather than housing costs.

### **k. Discussion**

Housing problems continue to affect residents of DuPage County. Using 2006-2010 CHAS data identified in Table 8, the County identified 43,881 households as having one or more of the four severe housing problems listed in this section. Of those experiencing one or more of the severe housing problems, approximately 15,333 households in DuPage County were living with 0-30% AMI. Households operating at a deficit see higher rates of homelessness, frequent changes of residence, and a multitude of other issues.

Even though homeownership is more attainable today than it has been in recent years, there is still an affordability gap even for moderate income households. Strategies to address barriers to affordable housing include:

**-Federal and State Funding** - These sources of funding to meet affordable housing needs are not sufficient to meet all needs. To address this shortfall it is important to apply for all the resources that are available to the County. Therefore, the County will not only apply for all resources it is eligible for, but will also assist other agencies in applying for funds.

**-Innovative Private and Public Sector Financing and Partnerships** - The County will continue to work with private lenders and with the DuPage Housing Authority to develop new ways of financing affordable housing. The DuPage Homeownership Center continues to develop innovative strategies for homeownership. The County has partnered with DuPage Habitat for Humanity to build a 13 home subdivision and to rehabilitate houses under the Neighborhood Stabilization Program. Habitat's vast network of corporate partners and volunteers provides needed leveraging.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**-Containing Costs** - The ability of government to contain the high cost of housing to the consumer is limited. The DuPage Homeownership Center will continue to work with local lenders and seek government subsidies to lower the cost of financing for low-income buyers. The County and the DHA will continue to work to lower financing costs for developers of new housing and investors seeking to maintain existing affordable housing. One obstacle to cost containment is that Illinois Prevailing Wage applies to housing projects that would otherwise receive an exemption from Federal Prevailing Wage under HUD regulations.

**-Strategic Plan for DuPage County Government** – In May of 2007, the County Board approved a strategic plan which set goals for affordable housing. The goals include expanding the County’s leadership role in affordable housing solutions through education, coordination, and collaboration and to actively participate in local efforts to create practical models for affordable housing development. The Strategic Plan is in the process of being updated and will be available in Spring of 2015.

**-Individual Jurisdiction Actions** – Each jurisdiction can take actions to help minimize any negative impacts of restrictive building codes by encouraging fast-track or one-stop permit processing, promoting the use of time-saving and cost-saving techniques within reasonable health and safety parameters, provide technical assistance, information and other support to local communities, and encourage affordable housing by using development controls to pursue goals.

**-Cooperation Between Units of Government** – The development of strategies for encouraging new affordable housing opportunities requires a cooperative approach. The countywide planning process is a framework for such an approach, but it is clear that the implementation of strategies will need to encourage all units of government to participate in the solution.

**-GO TO 2040 Plan** – The Chicago Metropolitan Agency for Planning is working on a regional plan entitled “GO TO 2040”. This plan encourages building a regional vision to “create more compact, mixed-use, livable communities” and places an emphasis on transit oriented development. The Center for Neighborhood Technology has also completed a “housing plus transportation” study of the Chicago region.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**-Educating the Community** – The public’s misperception of affordable housing can lead to resistance to the development of affordable housing within their community. The DuPage County Community Development Commission stays informed of legislative efforts through the DuPage Housing Action Coalition (DHAC), an organization that advocates for affordable housing at the local, state, and national level, and the National Association for County Community and Economic Development (NACCED).

DuPage County along with agencies operating throughout DuPage County, seek to address the housing problems residents experience by increasing the supply of affordable housing, reducing housing cost burden, reducing overcrowding and facilitating investment to improve substandard housing in neighborhoods across the County.

### **3. Disproportionately Greater Need: Housing Problems**

This section assesses the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

#### **a. Introduction**

HUD defines a disproportionately greater need as when a racial or ethnic group at a given income level experience housing problems at a rate greater than 10% of the income level as a whole. The four housing problems are lack of complete kitchen facilities, lack of plumbing facilities, overcrowding defined as more than one person per room, and cost burden of more than 30% of the household income is spent on housing.

The income levels are defined as follows:

- Extremely Low-Income 0-30% AMI
- Low-Income 30-50% AMI
- Moderate-Income 50-80% AMI
- Middle-Income 80-100% AMI

Tables 13 through 16 demonstrate housing problems by income, race and ethnicity. Each table provides data for one of the four above noted income levels.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**0-30% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	18,727	1,843	1,899
White	12,488	1,253	1,292
Black / African American	1,948	184	195
Asian	1,318	124	293
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	2,820	210	105

**Table 13 – Disproportionally Greater Need 0-30% AMI**  
**Data Source: 2006-2010 CHAS – HUD**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	83.30%	8.20%	8.50%
White	83.10%	8.30%	8.60%
Black / African American	83.70%	7.90%	8.40%
Asian	75.90%	7.10%	17%
American Indian, Alaska Native	100%	0%	0%
Pacific Islander	0%	0%	0%
Hispanic	90%	6.70%	3.30%

**Table 13 Supplement**

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

**0-30% AMI**

The total number of households within the extremely low income level group is 22,469 and make up 17.5% of the total households sampled. Of these households that have one or more housing problems, American Indian/Alaska Native households are 16.7% points above the jurisdiction as a whole with 100% of their households having one or more of the four housing problems. It must also be stated, however, that this represents less than 25 households. Although no other racial or ethnic group is represented more than 10% greater than the percentage of all households

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

in the extremely low income group, Hispanic households represented 5.7% greater than the jurisdiction as a whole.

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	21,858	5,095	0
White	14,757	4,515	0
Black / African American	1,415	104	0
Asian	1,625	209	0
American Indian, Alaska Native	32	25	0
Pacific Islander	0	0	0
Hispanic	3,770	220	0

**Table 14 – Disproportionally Greater Need 30-50% AMI**  
Data Source: 2006-2010 CHAS – HUD

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	81%	19%	0%
White	76.60%	23.40%	0%
Black / African American	93.20%	6.80%	0%
Asian	88.60%	11.40%	0%
American Indian, Alaska Native	56.10%	43.90%	0%
Pacific Islander	0%	0%	0%
Hispanic	94.50%	5.50%	0%

**Table 14 Supplement**

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### **31-50% AMI**

The total number of households within the low income level group is 26,953 which represents 21% of the total households sampled. Of the households having one or more of the four housing problems within this income level group, Hispanic households have a disproportionately greater need and are impacted 13.5% greater than the jurisdiction as a whole. Black/African American

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

households also disproportionately represent this category with a need 12.2% greater than the jurisdiction as a whole. Asian households do not appear to have a disproportionately greater need, but they represent the third highest percentage in this category with a 7.6% greater need.

**50%-80% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	27,045	17,654	0
White	19,340	13,569	0
Black / African American	1,492	973	0
Asian	1,798	893	0
American Indian, Alaska Native	19	34	0
Pacific Islander	0	0	0
Hispanic	4,025	2,050	0

**Table 15 – Disproportionally Greater Need 50-80% AMI**  
Data Source: 2006-2010 CHAS – HUD

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	60.50%	39.50%	0%
White	58.80%	41.20%	0%
Black / African American	60.50%	39.50%	0%
Asian	66.80%	33.20%	0%
American Indian, Alaska Native	35.80%	64.20%	0%
Pacific Islander	0%	0%	0%
Hispanic	66.30%	33.70%	0%

**Table 15 Supplement**

\*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

### **51-80% AMI**

The total number of households within the moderate income level group is 44,699 which makes up 35% of the total households sampled. Of the households having one or more of the four

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

housing problems within this income level group, no racial or ethnic group is represented more than 10% greater than the jurisdiction as a whole. The percentage of white households in this category is 43.3%, making it the most represented in this category but 1.7% points below the jurisdiction as a whole. Asian households come in at 6.3% above the percentage of households of the category as a whole. Hispanic households make up 9% and though they do not represent a disproportionately greater need, the households do come in at 5.8% above the jurisdiction as a whole.

**80%-100% of Area Median Income**

<b>Housing Problems</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	14,759	19,598	0
White	11,303	15,382	0
Black / African American	454	1,274	0
Asian	1,111	900	0
American Indian, Alaska Native	23	40	0
Pacific Islander	0	35	0
Hispanic	1,665	1,839	0

**Table 16 – Disproportionally Greater Need 80-100% AMI**  
Data Source: 2006-2010 CHAS – HUD

<b>Housing Problems</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	43%	57%	0%
White	42.40%	57.60%	0%
Black / African American	26.30%	73.70%	0%
Asian	55.20%	44.80%	0%
American Indian, Alaska Native	36.50%	63.50%	0%
Pacific Islander	0%	0%	0%
Hispanic	47.50%	52.50%	0%

**Table 16 Supplement**

\*The four housing problems are:  
1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%\

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**81-100% AMI**

The total number of households within the middle income level group is 34,357 which makes up 26.7% of the total households sampled. Of the households having one or more of the four housing problems within this income level group, Asian households are 12.2% points above the jurisdiction as a whole and account for 3.2% of the total households in the category. The percentage of white households in this category was 33%, making it the most represented in this category.

**b. Discussion**

Table 13-16 Summary provides the housing problem totals for the jurisdiction as a whole by income.

<b>% of Area Median Income</b>	<b>Housing Problems</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the housing problems</b>	<b>Grand Totals</b>
<b>0%-30%</b>	<b>Jurisdiction as a whole</b>	<b>18,727</b>	<b>1,843</b>	<b>1,899</b>	<b>22,469</b>
<b>30%-50%</b>	<b>Jurisdiction as a whole</b>	<b>21,858</b>	<b>5,095</b>	<b>0</b>	<b>26,953</b>
<b>50%-80%</b>	<b>Jurisdiction as a whole</b>	<b>27,045</b>	<b>17,654</b>	<b>0</b>	<b>44,699</b>
<b>80%-100%</b>	<b>Jurisdiction as a whole</b>	<b>14,759</b>	<b>19,598</b>	<b>0</b>	<b>34,357</b>
<b>Grand Total</b>		<b>82,389</b>	<b>44,190</b>	<b>1,899</b>	<b>128,478</b>

Table 13-16 Summary

Based on 2006-2010 CHAS data as shown in tables 13-16, a total of 128,478 households across all income levels served as the sample size to determine disproportionate need of households experiencing housing problems.

**4. Disproportionately Greater Need: Severe Housing Problems**

This section assesses the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **a. Introduction**

Per HUD Consolidated Plan guidelines, severe housing problems exist when a particular racial or ethnic group at a given income level experiences housing problems at a rate at least greater than 10% of the income level as a whole. The severe housing problems include lack of complete kitchen facilities, lack of plumbing facilities, overcrowding of more than 1.5 persons per room and housing cost burden of more than 50% of gross income.

Tables 17-20 capture the number of severe housing problems by income, race and ethnicity for different income levels.

#### **0-30% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	16,271	4,282	1,899
White	10,708	3,011	1,292
Black / African American	1,613	524	195
Asian	1,258	184	293
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	2,555	480	105

**Table 17 – Severe Housing Problems 0-30% AMI**

**Data Source: 2006-2010 CHAS – HUD**

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	72.50%	19.10%	8.40%
White	71.30%	20.10%	8.60%
Black / African American	69.20%	22.50%	8.30%
Asian	72.50%	10.60%	16.90%
American Indian, Alaska Native	100%	0%	0%
Pacific Islander	0%	0%	0%
Hispanic	81.40%	15.30%	3.30%

**Table 17 Supplement**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**0-30% AMI**

The total number of households within the extremely low income group is 22,452 and make up 17.3% of the total households sampled. Of these households having one or more severe housing problem, American Indian/Alaska Native households represented a 27.5% disproportionately greater need than the jurisdiction as a whole with 100% of households having one or more severe housing problem. Although Hispanic households did not represent a disproportionately greater need than the jurisdiction as a whole, the households were at an 8.9% greater need than the total households within the extremely low income group. White households made up 47.7% of the households in this category with Hispanic households representing 11.4% of the households in this category

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**30%-50% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	11,868	15,119	0
White	7,667	11,569	0
Black / African American	630	883	0
Asian	1,170	664	0
American Indian, Alaska Native	28	29	0
Pacific Islander	0	0	0
Hispanic	2,194	1,790	0

**Table 18 – Severe Housing Problems 30-50% AMI**  
Data Source: 2006-2010 CHAS – HUD

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	44%	56%	0%
White	39.90%	60.10%	0%
Black / African American	41.60%	58.40%	0%
Asian	63.80%	36.20%	0%
American Indian, Alaska Native	49.10%	50.90%	0%
Pacific Islander	0%	0%	0%
Hispanic	55.10%	44.90%	0%

**Table 18 Supplement**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**31-50% AMI**

The total number of households within the low income group is 26,987 and make up 21% of the total households sampled. Of these households having one or more severe housing problem, Asian households represented a 19.8% disproportionately greater need than the jurisdiction as a whole with 63.8% of Asian households having one or more severe housing problem. Hispanic households also represent a disproportionately greater need with 10.8% points above the

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

jurisdiction as a whole meaning 55.1% of Hispanic households within this income group have one or more severe housing problem. White households make up 28.4% of this category followed by Hispanic households which make up 8.1% of this category.

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	11,223	33,470	0
White	7,644	25,270	0
Black / African American	363	2,092	0
Asian	1,061	1,638	0
American Indian, Alaska Native	8	44	0
Pacific Islander	0	0	0
Hispanic	2,055	4,025	0

**Table 19 – Severe Housing Problems 50-80%**  
Data Source: 2006-2010 CHAS – HUD

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	25.10%	74.90%	0%
White	23.20%	76.80%	0%
Black / African American	14.80%	85.20%	0%
Asian	39.30%	60.70%	0%
American Indian, Alaska Native	15.40%	84.60%	0%
Pacific Islander	0%	0%	0%
Hispanic	33.80%	66.20%	0%

**Table 19 Supplement**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

### 51-80% AMI

The total number of households within the moderate income group is 44,693 and make up 34.8% of the total households sampled. Of these households having one or more severe housing

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

problem, Asian households have a 14.2% disproportionately greater need than the jurisdiction as a whole with 39.3% of Asian households having one or more severe housing problem. Although not representing a disproportionately greater need, Hispanic households reflected an 8.7% greater need than the jurisdiction as a whole. White households made up 17.1% of the households within the category and Hispanic households made up 4.6% of the households in the category.

**80%-100% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	3,788	30,538	0
White	2,699	23,978	0
Black / African American	150	1,578	0
Asian	462	1,551	0
American Indian, Alaska Native	4	59	0
Pacific Islander	0	35	0
Hispanic	480	3,033	0

**Table 20 – Severe Housing Problems 80-100% AMI**  
**Data Source: 2006-2010 CHAS – HUD**

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	11%	89%	0%
White	10.10%	89.90%	0%
Black / African American	8.60%	91.30%	0%
Asian	23%	77%	0%
American Indian, Alaska Native	6.30%	93.70%	0%
Pacific Islander	0%	100%	0%
Hispanic	13.70%	86.30%	0%

**Table 20 Supplement**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

**81-100% AMI**

The total number of households within the middle income level group is 34,326 and make up 26.7% of the total households sampled. Of these households having one or more severe housing problem, Asian households have a disproportionately greater need at 23% which is 12% above the needs of the jurisdiction as a whole. White households make up 7.9% of the total households in the category and Hispanic households are the second most represented households at 1.4% followed closely by Asian households at 1.3% of the total households within the category.

**b. Discussion**

Table 17-20 Summary provides the severe housing problem totals for the jurisdiction as a whole by income.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>% of Area Median Income</b>	<b>Severe Housing Problems</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the housing problems</b>	<b>Grand Totals</b>
<b>0%-30%</b>	<b>Jurisdiction as a whole</b>	<b>16,271</b>	<b>4,282</b>	<b>1,899</b>	<b>22,452</b>
<b>30%-50%</b>	<b>Jurisdiction as a whole</b>	<b>11,868</b>	<b>15,119</b>	<b>0</b>	<b>26,987</b>
<b>50%-80%</b>	<b>Jurisdiction as a whole</b>	<b>11,223</b>	<b>33,470</b>	<b>0</b>	<b>44,693</b>
<b>80%-100%</b>	<b>Jurisdiction as a whole</b>	<b>3,788</b>	<b>30,538</b>	<b>0</b>	<b>34,326</b>
<b>Grand Total</b>		<b>43,150</b>	<b>83,409</b>	<b>1,899</b>	<b>128,458</b>

Table 17-20 Summary

Based on 2006-2010 CHAS data as shown in tables 17-20, a total of 128,458 households across all income groups served as the sample size to determine disproportionate need of households experiencing severe housing problems.

**5. Disproportionately Greater Need: Housing Cost Burdens**

This section assesses the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

**a. Introduction**

HUD states a disproportionately greater housing cost burden exists when members of a racial or ethnic group at a given income level experience a housing cost burden at a rate of 10% or greater than for the income level as a whole.

Table 21 displays cost burden information for DuPage County as a whole and for each racial and ethnic group including no cost burden (<=30%), cost burden (30-50%), severe cost burden (>50%) and no/negative income.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Housing Cost Burden**

<b>Housing Cost Burden</b>	<b>&lt;=30%</b>	<b>30-50%</b>	<b>&gt;50%</b>	<b>No / negative income (not computed)</b>
Jurisdiction as a whole	218,943	69,260	43,350	1,914
White	178,289	52,110	30,478	1,307
Black / African American	7,043	3,338	2,651	195
Asian	17,190	5,288	4,057	293
American Indian, Alaska Native	303	43	30	0
Pacific Islander	110	0	0	0
Hispanic	14,594	7,730	5,740	105

**Table 21 – Greater Need: Housing Cost Burdens AMI**  
Date Source: 2006 – 2010 CHAS – HUD

<b>Housing Cost Burden</b>	<b>&lt;=30%</b>	<b>30-50%</b>	<b>&gt;50%</b>	<b>No / negative income (not computed)</b>
Jurisdiction as a whole	65.60%	20.80%	13%	0.60%
White	68%	19.90%	11.60%	0.50%
Black / African American	53.20%	25.20%	20.10%	1.50%
Asian	64.10%	19.70%	15.10%	1.10%
American Indian, Alaska Native	80.60%	11.40%	8%	0%
Pacific Islander	100%	0%	0%	0%
Hispanic	51.80%	27.40%	20.40%	0.40%

**Table 21 – Supplement**

**b. Discussion**

Table 21 Summary provides the totals across each AMI level for the jurisdiction as a whole.

<b>Housing Cost Burden</b>	<b>&lt;= 30%</b>	<b>30-50%</b>	<b>&gt;50%</b>	<b>No/negative income (not computed)</b>	<b>Grand Totals</b>
<b>Jurisdiction as a whole</b>	<b>218,943</b>	<b>69,260</b>	<b>43,350</b>	<b>1,914</b>	<b>333,467</b>

**Table 21 Summary**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Based on 2006-2010 CHAS data as reflected in Table 21, a total of 333,467 households across all income groups were sampled to determine the extent to which low to moderate income households experienced no cost burden of paying less than 30% of income on housing costs, cost burdens of paying more than 30% of income on housing costs and severe cost burdens of paying more than 50% of income on housing costs.

### **Cost Burden 30-50%**

The total number of households experiencing cost burden is 69,260 or 20.8% of all households sampled. Of these households, no racial or ethnic group represents a disproportionately greater need than the Jurisdiction as a whole. Although there is not a disproportionately greater need, Hispanic households do have a higher percentage of cost burden at 27.4% which is 6.6% greater than the Jurisdiction as a whole. Black/African American households represent the second highest percentage experiencing greater than 30% cost burden at 25.2% which is 4.4% greater than the Jurisdiction as a whole.

### **Cost Burden >50%**

The total number of households experiencing severe cost burden is 43,350 or 13% of all households sampled. Of these households, no racial or ethnic group represents a disproportionately greater need than the Jurisdiction as a whole. Although there is not a disproportionately greater need, Hispanic households do have an elevated percentage of severe cost burden at 20.4% which is 7.4% greater than the Jurisdiction as a whole. Black/African American households represent the second highest percentage experiencing greater than 50% cost burden at 20% which is 7% greater than the Jurisdiction as a whole.

## **6. Disproportionately Greater Need: Discussion**

### **a. Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

Based on the information provided in table 17, there are not any income categories in which a racial or ethnic group has disproportionately greater need than the needs of the income category as a whole. Although there is not a disproportionately greater need in any of the income levels,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Hispanic households and Black/African American households both had a cost burden and severe cost burden percentage rate greater than the Jurisdiction as a whole.

### **b. Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

DuPage County is made up of 9 Townships. While DuPage County has a diverse population, there do not appear to be Townships with a majority of minorities. However, based on information obtained from the 2011 DuPage County Statistical Profile created by the Department of Economic Development and Planning, there appears to be a greater presence of Hispanic individuals located in Winfield Township representing 36% of the township population and Addison Township representing 31.9% of the township population. Black/African American individuals appear to have the greatest presence in Naperville Township representing 8.3% of the township population.<sup>9</sup>

## **7. Public Housing**

### **a. Introduction**

The DuPage Housing Authority (DHA) does not manage any public housing. Previous Consolidated Plans included information about the Aurora Housing Authority. The City of Aurora has withdrawn from the DuPage Consortium; therefore, information regarding the Aurora Housing Authority and its units of public housing will no longer appear in the DuPage County Consolidated Plan. The DHA has been serving the County for 72 years and continues to primarily provide safe, decent, sanitary, and affordable housing. Their primary service is to administer the Housing Choice Voucher (HCV), which allows eligible families to lease a housing unit, suited their family size by any landlord. The landlord agrees to participate in the program and to maintain the housing in compliance with the Housing Quality Standards required by the U.S. Department of Housing and Urban Development (HUD).

During FY 2014, the DuPage Housing Authority served 3,066 families composed of 8,208 individuals. There are times when a family will move out of a unit under the HCV program, and

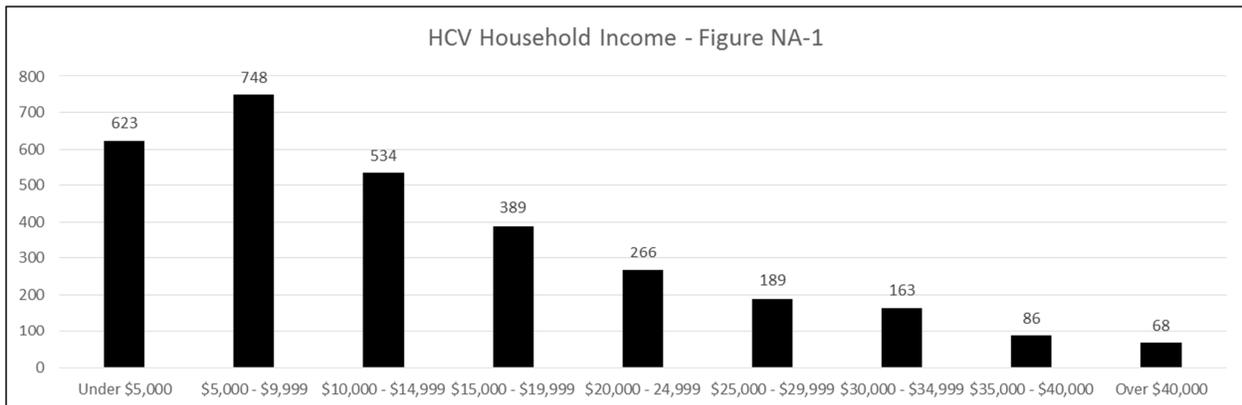
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<sup>9</sup> Department of Economic Development and Planning. "2011 DuPage County Statistical Profile." *DuPage County IL Official Website*. N.p., 2011. Web. 16 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

the unit will immediately be leased to another HCV family. As a result, two families may have lived in the same unit during the course of the fiscal year. In all, 2,948 units scattered among 35 different communities were leased to HCV program participants.

Of the 3,066 households served in the last year, 89% were households with a female as the head. The remaining 11% had a male head of household. Of the 8,208 individuals served, 44% (3,616) were children under the age of 18. Although there are several factors that must be evaluated to determine a household's eligibility to participate in the HCV program, financial status is a primary driver for this program. Figure NA-1 below lists the number of households by income level. It is notable that 75% of the households served have incomes of less than \$20,000 per year. Another 15 % of the households have incomes that fall between \$20,000 and \$30,000 per year. Those with incomes between \$30,000 and \$40,000 represent 8% of all HCV program participants and the remaining 2% have household incomes that are above \$40,000.



**Figure NA-1**

**Data Source:** 2014 DHA Annual Report

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Table 22 displays the total number of vouchers in use for each program.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	3,140	145	2,953	0	0	0

**Table 22 – Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Table 24 displays the characteristics of public housing residents by public housing program type.

### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	0	13,526	15,834	13,315	0	0	
Average length of stay	0	0	0	6	3	7	0	0	
Average Household size	0	0	0	2	1	2	0	0	
# Homeless at admission	0	0	0	25	0	25	0	0	
# of Elderly Program Participants (>62)	0	0	0	555	133	415	0	0	
# of Disabled Families	0	0	0	703	7	685	0	0	
# of Families requesting accessibility features	0	0	0	3,140	145	2,953	0	0	
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0	
# of DV victims	0	0	0	0	0	0	0	0	

**Table 24 – Characteristics of Public Housing Residents by Program Type**

Data Source: PIC (PIH Information Center)

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Table 25 displays the racial composition of residents for each public housing program.

**Race of Residents**

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	1,075	130	925	0	0	0
Black/African American	0	0	0	1,958	12	1,934	0	0	0
Asian	0	0	0	98	3	85	0	0	0
American Indian/Alaska Native	0	0	0	8	0	8	0	0	0
Pacific Islander	0	0	0	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0

**Table 25 – Race of Public Housing Residents by Program Type**  
Data Source: PIC (PIH Information Center)

Table 26 displays the ethnic composition of residents for each public housing program.

**Ethnicity of Residents**

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	88	0	85	0	0	0
Not Hispanic	0	0	0	3,052	145	2,868	0	0	0

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

**Table 26 – Ethnicity of Public Housing Residents by Program Type**  
Data Source: PIC (PIH Information Center)

**b. Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

Applicants on the wait list for one of the voucher programs administered by the DHA are often in need of basic goods and services. Each applicant comes from a different situation, location, and family size. The applicants have the pressing need for affordable housing, and further are often in need of healthcare, and basic goods and services. These can be difficult to obtain without a permanent address to establish residency as required by some programs that provide basic

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

needs. The resources of some programs are already limited, requiring some eligibility criteria in order to reach their intended service area.

Seniors, persons with disabilities and person with mental illness, and homeless veterans also experience a greater need for basic goods and services. Often times, residents that qualify under these categories cannot work or face additional hardships that impact their ability to afford both, housing and basic needs, in this County. Typically, these households receive a limited monthly income and seek resources from programs that provide services beyond housing to make up shortfalls in food, clothing, medicines, transportation, and other daily needs.

Additional programs and/or vouchers will be needed to accommodate these applicants and those in need who have yet to get on to the waiting list.

### **c. What are the number and type of families on the waiting lists for public housing and section 8 tenant-based rental assistance?**

Although DuPage County currently does not have any public housing units, The DuPage Housing Authority currently has a waiting list for families to receive housing choice vouchers. The number and type of families on the waiting list may be summarized as 1,099 families. A large majority of families are households making less than \$19,999 per year, 70 are elderly families (having at least one member over the age of 62) and 55 are families with disabilities. The DHA will continue to provide vouchers by reviewing applicants to determine eligibility based on their income and needs and offer additional services and referrals for those who qualify.

### **d. What are the most immediate needs of residents of public housing and Housing Choice voucher holders?**

The County does not currently have public housing units, however, the Housing Choice voucher holders are in immediate need of stable income to provide for goods and services unmet by supportive service programs. While housing is a primary step to obtaining self-sufficiency, livable wages are essential to meeting the cost of food, clothing, medicine, transportation, child care, and other basic needs expenses which are often more than the household can manage. The availability of programs to supply these needs is limited and with funding resources shrinking,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

there is a keen demand for effective planning and strategy in the building of supportive services to bolster the Housing First model.

### **e. How do these needs compare to the housing needs of the population at large?**

While the needs of recipients receiving vouchers are more extensive, the need for decent and affordable housing is also reflected in the population at large. Countywide, there are at-risk populations in need of greater assistance than the population at large, including homeless individuals and families, low-income seniors, and people with disabilities.

For low and moderate income households, affordable housing, healthcare, and basic goods and services can sometimes be unattainable and recipients must rely on additional programs to obtain these necessary items. Housing subsidy through rental assistance, housing vouchers, housing rehabilitation, and affordable housing acquisition, is clearly a continuing need for a defined portion of the population. Stabilizing housing is a vital first step to maintaining the number and strength of the population at large, throughout the County.

### **f. Discussion**

The DuPage Housing Authority does not expect growth in the HCV program during the coming year, and anticipates few changes in the core demographics for the program. The Authority will continue to reach out to potential landlords to maintain an adequate supply of affordable housing for the HCV program participants.

DHA is participating as the administering agency for two Rental Assistance Demonstration (RAD) conversions. This is a special program of HUD that allows public housing projects to convert their assistance into Project Based Vouchers. DHA began to administer 66 RAD PBVs in 2014, a number that will remain the same in 2015.

## **8. Homeless Needs Assessment**

### **a. Introduction**

Homeless persons can be male or female, individuals or members of family groups. They can be unaccompanied youth, the elderly, people with physical, mental, or developmental disabilities,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

veterans, and/or persons with addiction disorders. There is no one specific person or type who is homeless.

A total of 625 individuals both sheltered and unsheltered in DuPage County were counted as homeless in the 2014 point-in-time Homeless Count, a decrease of 1.8% percent from the 2013 count of 636 and a 19% decrease from the 2007 amount of 766. This count represents the number of people homeless on a cold winter night and does not represent the number of people homeless during the course of a full year.<sup>10</sup> Although the number of chronically homeless individuals in DuPage is relatively low, over 1,200 persons experienced one or more episodes of homelessness from July 2013 to July 2014.

Utility assistance was provided to 9,539 households with heating and/or cooling financial assistance in order to prevent them from becoming homelessness.

### **Strategy for Developing a System to Address Homelessness:**

DuPage County has developed a structure for the homeless continuum of care that emphasizes participation and information sharing. The DuPage Continuum planning process has been in existence since 1998 and includes mechanisms for ongoing needs assessment, gap analyses, strategic planning, and coordination with mainstream services. Likewise, the County has implemented a continuum-wide computerized client information system, and coordinated service delivery. The continuum is used as an advisory body for several funding sources including CDBG homeless funds, ESG funds, HUD Continuum of Care NOFA funds, and State homeless funds. The continuum has developed a vision statement as follows:

*The mission of the DuPage Homeless Continuum of Care is to develop and support effective strategies to end homelessness in DuPage County.*

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<sup>10</sup> "Point In Time Summary for IL-514 - DuPage County Continuum of Care. "DuPage County Continuum. N.p., 29 Jan. 2014. Web. 26 Nov. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The DuPage County Homeless Continuum of Care (CoC) was an early leader nationally and locally in the development and implementation of a plan to end homelessness. The Continuum adopted a “Housing First” approach based on the following principles:

-The best way to end homelessness is to help people move into permanent housing as quickly as possible.

-Once in housing, formerly homeless people may require some level of services to help them stabilize, link them to long-term supports, and prevent a recurrence.

Lastly, in addition to utilizing a Housing First approach, DuPage County’s Plan to End Homelessness also emphasizes emergency and systems prevention, outreach to unsheltered, needs assessment, creation of permanent housing, supportive services, increasing affordable and different types of housing, and moving people experiencing homelessness into permanent housing as quickly as possible. The cause of homelessness is different in every case, and a plan addressing these many causes is the key to reduction in homelessness.

**Homeless Needs**

Population	Sheltered	Unsheltered	Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
Persons in Households with Adult(s) and Child(ren)	354	0	392	194	309	328
Person in Households with Only Children	4	0	6	2	2	265
Persons in Households with Only Adults	267	29	686	430	455	54
Chronically Homeless Individuals	66	5	176	94	69	96
Chronically Homeless Families	1	0	21	10	10	114
Veterans	16	4	61	39	36	59
Unaccompanied Youth	0	0	6	2	2	265
Persons with HIV	0	0	0	0	0	0

**Figure NA-2**

**Data Source:** DuPage Homeless Continuum – Unsheltered County Comparison Summary, January 30, 2013 One Night County; Point In Time Summary (Veterans) for IL-514-DuPage County CoC, January 29, 2014; Point In Time Summary for IL-514-DuPage County, January 29, 2014; Homeless Management Information System (HMIS) data, January 1, 2014-December 31, 2014.

**b. Describe the jurisdiction’s Rural Homeless Population.**

DuPage County does not have rural homeless persons.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**c. If data is not available for the categories “number of persons becoming and exiting homelessness each year”, and “number of days that persons experience homelessness”, describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).**

Data for the number of days persons experience homelessness each year is unavailable; however estimation was obtained by analyzing data collected in the Homeless Management Information System (HMIS). The year covered in the data provided was from January 1, 2014 to December 31, 2014. The data does not include information from Domestic Violence Shelters and/or those who do not participate in HMIS. Transitional Housing data is included in the estimate of the number of days a person experiences homelessness, which increases the number of days persons experience homelessness.

The estimated number of persons experiencing homelessness was calculated by using the number of persons who were served by at least one homeless program during the year, including homeless shelter and outreach programs and the unsheltered count. The estimated number of persons becoming homeless was calculated by using those persons in the HMIS database who entered into a homeless program during the year and had not been in a homeless program at any time during the 2 years prior to that entry. The estimated number of persons exiting homelessness was calculated by using the number of persons entering a permanent housing program from a homeless situation plus the number of person exiting a homeless program to a permanent destination during the year. The number of persons exiting homelessness may or may not have entered into homelessness in the same calendar year. The estimated number of days persons experience homelessness was calculated by using the number of days persons are in a shelter and/or in transitional housing.

As reflected in the above Figure NA-2, with the exception of chronically homeless individuals, every population of homeless persons estimated to become homeless shows a decrease when compared to the estimated number experiencing homelessness each year, while the estimated number of persons exiting homelessness each year increases. The population of chronically homeless persons shows an estimated 94 persons becoming homeless each year with only 69

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

persons from the same population exiting homelessness each year. 194 persons in households with adults and children are estimated to become homeless each year while 309 persons are estimated to exit homelessness each year. Persons in households with only children and unaccompanied youth reflects 2 estimated to become homeless each year which is also the expected number estimated to exit homelessness each year. Persons in households with only adults estimated to become homeless each year is 430 while 455 persons of the same population are estimated to exit homelessness each year. The estimated number of chronically homeless families estimated to become homeless and to exit homelessness each year is 10. The Veteran population is estimated to have 39 persons becoming homeless each year with 36 exiting homelessness each year.

### **d. Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

A number of families with children and families of veterans are in need of resources to assist with a variety of housing expenses to keep families on the verge of homelessness to stay in their homes. Figure NA-2 above shows that an estimated 398 households with children experience homelessness each year and 61 veterans experience homelessness each year. According to 2012 American Community Survey, 66,852, or 7.3% of the total DuPage County population lives in extreme poverty, which equates to a household of 4 living off an annual income of \$21,700. Agencies of the Continuum of Care provide rental, mortgage, utility, and security deposit assistance to qualified residents throughout the year. In the second half of 2012 and first half of 2013, a total of over \$1.1 million dollars (\$184,469.64 in CDBG and ESG Funds) in assistance from a variety of funding sources was provided to 6,890 unduplicated persons from every community in the County boundaries in an effort to prevent homelessness. A complete breakdown of individuals assisted and the costs associated with each service can be found in Figure NA-3.<sup>11</sup> The County will continue to support the missions of qualified agencies that are members of the Continuum to continue assisting residents that are homeless or on the verge of becoming homeless in the next 5 years.

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<sup>11</sup> "DuPage CoC Homeless Prevention Reporting Template; July 1, 2012 - June 30, 2013." DuPage County Continuum. N.p., n.d. Web. 21 Nov. 2014.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**DuPage CoC Homeless Prevention Reporting**

<b>Data</b>	<b>Catholic Charities</b>	<b>DuPage County Community Services</b>	<b>HCS Family Services</b>	<b>Love Christian Clearinghouse</b>	<b>Naperville Cares</b>	<b>Outreach Community Services</b>	<b>People's Resource Center</b>	<b>Veteran's Assistance Commision</b>	<b>DuPage Continuum of Care</b>
Households Served	125	134	72	230	497	289	168	122	1748
Persons Served	481	398	152	553	1421	844	491	237	4577
Funds Expended	\$ 186,489.16	\$ 195,690.37	\$ 25,207.00	\$ 54,439.00	\$ 237,581.56	\$ 121,529.49	\$ 166,244.88	\$ 98,632.31	\$ 1,085,813.77
<b>Funding Sources</b>	<b>Catholic Charities</b>	<b>DuPage County Community Services</b>	<b>HCS Family Services</b>	<b>Love Christian Clearinghouse</b>	<b>Naperville Cares</b>	<b>Outreach Community Ministries</b>	<b>People's Resource Center</b>	<b>Veteran's Assistance Commision</b>	<b>DuPage Continuum TOTALS</b>
EFSP (FEMA)	\$ 52,500.00	\$ 25,135.80	\$ 8,000.00			\$ 22,270.59	\$ 46,338.72		\$ 154,245.11
IDHS (total HP grant)	\$ 59,964.00	\$ 67,455.00				\$ 27,852.00	\$ 74,782.00		\$ 230,053.00
CDBG-Pool	\$ 22,300.00								\$ 22,300.00
CSBG		\$ 34,283.08							
ESG (State & County, 2011 & 2012)	\$ 25,061.56	\$ 61,266.49	\$ 10,207.00			\$ 29,764.10	\$ 35,870.49		\$ 162,169.64
Krueger									
Discretionary Funds	\$ 8,663.60			\$ 54,439.00	\$ 179,420.42	\$ 61,757.41	\$ 16,731.07		\$ 321,011.50
Other-Salvation Army	\$ 18,000.00		\$ 7,000.00						\$ 25,000.00
Other-FSS		\$ 7,550.00							
CDBG-Naperville					\$ 58,161.14				
Other-DuPage County General Fund								\$ 98,632.31	\$ 98,632.31
<b>TOTAL FUNDS</b>	\$ 186,489.16	\$ 195,690.37	\$ 25,207.00	\$ 54,439.00	\$ 237,581.56	\$ 141,644.10	\$ 173,722.28	\$ 98,632.31	\$ 1,113,405.78

**Figure NA-3**

Veteran assistance is also a component of the Continuum of Care mission. The Continuum of Care estimated 9 veterans were housed in an emergency shelter and 7 in transitional housing on the annual Point in Time count that took place on 1/29/14. The County feels this number is possibly under counted because it can sometimes be difficult to determine if an individual is a veteran or documentation is missed on the intake sheet because the individual does not want to report their status. The Continuum recognizes the issues facing veterans on the verge of homelessness and their 8 components of the “Housing First” strategy are also used to try and reduce the number of homeless and on the verge of being homeless veterans. A complete summary of homeless veterans can be found in Figure NA-4.<sup>12</sup>

<sup>12</sup>"Point In Time Summary (Veterans) for IL-514 - DuPage County Continuum of Care. “DuPage County Continuum. N.p., 29 Jan. 2014. Web. 26 Nov. 2014.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Point In Time Summary (Veterans) for IL-514**

Perons in Households with at least one Adult and one Child					
	Sheltered			Unsheltered	Total
	Emergency	Transitional			
Total Number of Households	0	0			0
Total Number of Persons	0	0			0
Total Number of Veterans	0	0			0
				Average Household Size	N/A
Persons in Households without Children					
	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	9	7	0		16
Total Number of Persons	9	7	0		16
Total Number of Veterans	9	7	0		16
				Average Household Size	1
Total Households and Persons					
	Sheltered			Unsheltered	Total
	Emergency	Transitional	Safe Haven		
Total Number of Households	9	7	0	0	16
Total Number of Persons	9	7	0	0	16
Total Number of Veterans	9	7	0	0	16
				Average Houshold Size	1

**Figure NA-4**

**e. Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

A comparison of the racial/ethnic make-up of DuPage County compared to the percentage of homelessness among the various racial/ethnic groups reveals that African Americans are overrepresented in the population of the homeless when compared to the total population. White, Latino and Asian racial/ethnic groups have significantly less percentage of homelessness than their representation when compare to the total population.

Populations vulnerable to homelessness include veterans, single parent families, survivors of domestic violence, and persons with disabilities.

**f. Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The nature and extent of unsheltered and sheltered homelessness in DuPage County can be similar. The number of persons who are sheltered at any given time can also include persons

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

who are unsheltered due to homeless persons need to travel to different locations each night to receive shelter. An individual may obtain shelter one night and would be considered “sheltered”. That same individual may have difficulties obtaining transportation needed to reach the next shelter site, and would then be considered “unsheltered”. According to the last DuPage Homeless Continuum unsheltered count comparison summary, conducted on January 30, 2013, there were 29 unsheltered persons.<sup>13</sup> DuPage County’s Plan to End Homelessness emphasizes emergency and systems prevention, outreach to unsheltered, needs assessment, creation of permanent housing, supportive services, increasing affordable and different types of housing, and moving people experiencing homelessness into permanent housing as quickly as possible, following a Housing First approach.

### **9. Non-Homeless Special Needs Assessment**

#### **a. Introduction**

These non-homeless special needs populations are not inherently at-risk of becoming homeless. However, without supportive housing and services, they are at risk of remaining in poverty, and may ultimately face homelessness or institutionalization. Below is a general description of the characteristics of special needs populations in DuPage County. In each instance, each special needs population is defined, and a brief outline, statistical data, and issues facing each population are discussed.

#### **b. Describe the characteristics of special needs populations in your community:**

DuPage County breaks residents with special needs into five categories: Elderly Persons, Persons with Severe Mental Illness, Persons with Disabilities, Persons with Alcohol and Other Drug Addictions, and Persons with AIDS and Related Illnesses.

Elderly Persons are defined as residents of the community that are greater than the age of 60 and Frail Elderly Persons are defined as residents of the community that are greater than the age of 60 with impairments which lead to dependence on others for activities of daily living. DuPage County is continuing to become older on average and according to the most recent census in

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<sup>13</sup> "DuPage Homeless Continuum, Unsheltered Count Comparison Summary - DuPage County Continuum of Care. "DuPage County Continuum. N.p., 30 Jan. 2014. Web. 26 Nov. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

2010, the average age has increased from 35.2 years old in 2000 to 38.2 years old. The total percentage of residents under 18 has decreased 3.9% while the number of seniors has increased 3%. As the population continues to grow older, the need for more senior services becomes larger from health care, housing, and basic needs.<sup>14</sup>

Mental Illness is defined as having a diagnosable mental, behavioral, or emotional disorder of sufficient duration to meet diagnostic criteria specified within the Diagnostic and Statistical Manual of Mental Disorders (DSM-IV). Mental Illness can include major depression, schizophrenia, bipolar disorder, obsessive compulsive disorder, panic disorder, post-traumatic stress disorder, and borderline personality disorder. According to the National Survey on Drug Use and Health (NSDUH) from 2013, there were an estimated 43.7 million adults aged 18 or older in the United States with a mental illness in the past year. This same survey shows an estimated 10 million adults with a serious mental illness in the past year.<sup>15</sup> A serious mental illness differs from any mental illness in that it has resulted in serious functional impairment, which substantially interferes with or limits one or more major life activities. These illnesses can affect the lives of residents and prevent them from keeping housing, a steady job, and relationships with family and friends.

Persons with Disabilities encompass a large population, some of which fall into more than one special needs categories. According to the most recent American Community Survey, the number of persons living with disabilities in DuPage County is 7.7%, and an estimated 30.7% of seniors are classified as having a disability. These disabilities can hinder residents from finding adequate housing, work, and become costly to afford proper treatment.<sup>16</sup>

Persons with alcohol and other drug addictions remain an ever changing population that places a high demand on resources across the County. Often times an individual with alcohol and/or

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<sup>14</sup> United States. U.S. Department of Commerce. United States Census Bureau. 2009-2013 American Community Survey 5-Year Estimates. N.p., Feb. 2013. Web. 29 Oct. 2014

<sup>15</sup> Substance Abuse and Mental Health Services Administration, *Results from the 2013 National Survey on Drug Use and Health: Mental Health Findings*, NSDUH Series H-49, HHS Publication No. (SMA) 14-4887. Rockville, MD: Substance Abuse and Mental Health Services Administration, November 2014.

<sup>16</sup> United States. U.S. Department of Commerce. United States Census Bureau. 2009-2013 American Community Survey 5-Year Estimates. N.p., Feb. 2013. Web. 29 Oct. 2014

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

other drug addictions goes undiagnosed. Alcohol abuse and the illegal use of drugs, such as heroin, marijuana, cocaine, methamphetamine, and prescription medications is associated with other serious consequences including injury, illness, disability and death as well as crime, domestic violence, and lost workplace productivity. Without treatment, these residents can become a danger to themselves and their family resulting in possible arrests and other dangerous consequences.

### **c. What are the housing and supportive service needs of these populations and how are these needs determined?**

These populations are not inherently at-risk of becoming homeless. However, without supportive housing and services, they are at risk of remaining in poverty, and may ultimately face homelessness or institutionalization. Below is a general evaluation of the needs of various groups.

For the reporting period of January 1, 2013 through December 31, 2013, DuPage County Senior Citizen Services provided services to 19,077 unduplicated persons who were 60 years of age or older. Of this number, 11,484 were considered to be frail elderly. Within this same reporting period, staff completed 12,693 comprehensive in-home assessments in an effort to assist older persons in remaining in their homes and living independently as long as possible. Currently, there are 3,151 seniors active in the Community Care program, which provides homemakers, adult day service and emergency home response systems to help seniors avoid premature nursing home placement. Active seniors in the Community Care Program have almost doubled since 2009 and as the average age of a DuPage resident continues to rise more seniors will need assistance programs.<sup>17</sup>

Mental illness touches an estimated 44 million, or 1 in 5, people in the US every year. A mental illness is defined as a condition that disrupts a person's thinking, feeling, mood, and overall daily functioning. These disorders vary in intensity and can be treated or limited by proper use of medication and therapy. The DuPage County Health Department offers levels of care that show symptoms of symptoms of mental or emotional disorders, in some cases with concurrent

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<sup>17</sup> "2013-14 DuPage County Senior Citizen Services Statistics." Message to Mary Lee Tomsa. 5 Dec. 2014. E-mail

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

substance that are serious obstacles to community functioning. Health Department staff work in collaboration with clients to develop treatment objectives and interventions that best match the client's strengths and resources to assist them in attaining their life goals. The County has also identified assistance with helping uninsured residents find affordable health care as a medium priority and will fund projects such as treatment center, housing, and other services related to mental health if funds are available.<sup>18</sup>

According to the data provided by the 2013 American Community Survey 1-Year Estimate, there are approximately 73,908 persons in the Consortium area with a disability. They represent 8% of the population in that age group. Figure NA-5 depicts disability figures by type of disability. The instance of disabilities among seniors is significantly higher, with approximately 34,325 seniors, roughly 29.3% of the population aged 65 and over, having some type of disability.<sup>19</sup>

<b>Figure NA-5</b>	
<b>Percent Imputed</b>	
Disability Status	8.5%
Hearing Difficulty	6.1%
Vision Difficulty	6.4%
Cognitive Difficulty	6.8%
Ambulatory Difficulty	7.0%
Self-Care Difficulty	7.0%
Independent Living Difficulty	6.5%

Over the past ten years the population of persons with disabilities has continued to slowly rise when reviewing US Census data. The need for affordable housing, transportation, and facilities to accommodate these residents is also needed. Organizations such as Ray Graham, Little City Foundation, Little Friends, We Grow Dreams, Inc. and other organizations continue to apply for funding each application period.

Alcohol abuse and the illegal use of drugs, such as heroin, marijuana, cocaine, methamphetamine, and prescription medications is associated with other serious consequences including injury, illness, disability and death as well as crime, domestic violence, and lost

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<sup>18</sup> "The NSDUH." State Estimates of Adult Mental Illness from the 2011 and 2012 National Surveys on Drug Use and Health. SAMHSA, 28 Feb. 2014. Web. 12 Sept. 2014

<sup>19</sup> United States. U.S. Department of Commerce. United States Census Bureau. 2009-2013 American Community Survey 1-Year Estimate. N.p., Feb. 2013. Web. 25 Oct. 2014

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

workplace productivity. It is also a factor in motor vehicle accidents, homicide, suicide, other relational violence, child abuse and high-risk sexual behavior. Research has confirmed that treatment can help end dependence on alcohol and addictive drugs and reduce the consequences of substance abuse on society. Results from a County Needs Assessment survey given to nonprofit agencies showed that the need versus availability of services to assist residents with substance abuse increased greatly when compared to the 2005-2009 ConPlan agency survey conducted. The availability of services either decreased or the need increased, either way producing a need for services.

While no single approach for substance abuse and addiction treatment exists, comprehensive and carefully tailored treatment works. The need for treatment services in DuPage County greatly exceeds the increasing demand and current capacity.

Serenity House remains the only licensed facility of its kind in DuPage County providing low-income adult men and women with comprehensive substance use disorder treatment services. Since 1985, Serenity House has provided extended residential care, recovery home, and outpatient services to thousands of individuals, many with coexisting mental health disorders and complex legal issues. Serenity House provides residential care in over 100 beds throughout DuPage County and offers outpatient services to over 150 individuals each month. With over 52% of the individuals served currently between the ages of 18 - 29, ongoing family education and support is of particular emphasis.<sup>20</sup>

Local drug courts and programs such as Treatment Alternatives for Safe Communities (TASC) that promote mandated substance abuse treatment as an alternative to incarceration have contributed to cost savings to tax payers and lower the likelihood of individuals in the program to be repeat offenders

“Healthy People 2020” is a publication found on a government website operated by the Office of Disease Prevention and Health Promotion, U.S. Department of Health and Human Services. The

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<sup>20</sup> "5 Year ConPlan Material Assistance." Message to Lisa Snipes, V.P./Development Director, Serenity House. 12 Dec. 2014. E-mail

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

publication provides information that is applicable to the DuPage County population as well. Substance abuse and its related problems are among society's most pervasive health and social concerns. An increase in the number of admissions to substance abuse treatment for injection drug use has increased 17% when looking at data between 2007 and 2011 and data trends continue to rise each year. The proportion of adolescents perceiving great risk associated with smoking marijuana has dropped by 20% when comparing data from 2008 to 2012. Although drinking statistics remain fairly constant, a need still exists to reduce the consumption of alcohol across all age groups and races.<sup>21</sup>

### **d. Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

Acquired immunodeficiency syndrome, or AIDS, is the final stage of human immunodeficiency virus (HIV) infection. When a person contracts HIV, the virus attacks the immune system and disables the body's ability to fight infection. Although the number of AIDS and HIV cases in DuPage County is low, roughly 319 residents living with HIV and 412 residents with AIDS according to figures dated on December 2013 from the DuPage Health Department, it is a dangerous virus that can be spread by individuals that are undiagnosed. An estimated 1 in 7 individuals carrying the virus are unaware they have HIV. Proper testing facilities are needed to make sure detection is done at the earliest moment as detection is imperative to stop the spread of HIV and AIDS. DuPage County Health Department works to educate the public about HIV and AIDS and persons who are living with HIV or AIDS have access to medical case management services from the Health Department. One of the reasons the number of individuals in the County with the disease is increasing could also be the medical treatments available to lengthen the life span of individuals affected.<sup>22</sup>

Funding for housing for persons with AIDS is provided by HUD through a program called Housing Options for Persons with AIDS (HOPWA). This funding is issued as a formula grant to metropolitan areas with a population of more than 500,000 and at least 1,500 AIDS cases. The

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<sup>21</sup> "HP2020 Objective Data Search." HealthyPeople.Gov. U.S. Department of Health and Human Services, 2013. Web. 1 Nov. 2014

<sup>22</sup> "HIV in the United States: At A Glance." HIV/AIDS 101: U.S. Statistics. United States Federal Government, 2 Dec. 2014. Web. 11 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

largest city serves as the Formula Grant Administrator, therefore, HOPWA funds that are available to DuPage County are received by the Chicago Department of Public Health.

In addition to programs supplied by the Chicago Department of Public Health, the Canticle Ministries Transitional Housing Program uses HOPWA funds to serve people living with HIV/AIDS in DuPage County who are homeless or at risk for homelessness. Canticle Ministries are currently able to serve 20 individuals and families, this transitional program is designed to decrease client dependence on rapidly dwindling HIV-specific services and help clients achieve the greatest level of health and independence as possible through support, empowerment, accountability, and a commitment to living a healthy lifestyle. Although currently no cure exists, proper education about contracting the virus and early detection remain to be the best defense of limiting the effects of HIV and AIDS.<sup>23</sup>

### **e. Discussion**

In the past 20 years the number of residents qualifying under a special needs category has increased significantly in DuPage County. The population of seniors continues to grow each year and more seniors will need a wide variety of services each year across the County. Substance abuse continues to be a major problem affecting residents of all ages, and continued introduction of dangerous new drugs and risky behaviors will continue to keep these numbers growing. Although treatment is essential to this issue, proper education to residents can stop the problem before it starts. The County also needs to continue improving conditions for people with disabilities by providing proper housing regulations to prevent discrimination, job opportunities, and continued support to provide reasonable accommodations to people with disabilities. Lastly, similar to residents with substance abuse problems, the County needs to continue providing services to people with HIV and AIDS by providing treatment to those who already have the diseases and to educate residents on how to prevent further contraction. The County will continue to use HOPWA funds administered by the Chicago Department of Public Health and hope for a cure in the next 10-20 years to eliminate this virus permanently. The reason for these increases is debatable depending on the category, and the strategy for assisting residents and allocating funds in the best way possible are essential to make sure residents get the

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<sup>23</sup> Transitional Housing Program. Canticle Ministries, 2007. Web. 18 Nov. 2014

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

best assistance possible in the County. A wide variety of programs provided by a number of agencies are currently available in DuPage County, and each agency provides a different service to provide education, treatment, and other resources to the residents of DuPage County.

### **10. Non-Housing Community Development Needs**

#### **a. Describe the jurisdiction's need for Public Facilities:**

Public Facilities consist of parks, neighborhood facilities, recreational facilities, and any other types of use that all residents in the area are eligible to use. In order for a public facility to be eligible for funding: a) it must serve a population of at least 51% of low mod residents, b) serve a "presumed benefit" clientele, or c) serve eligible census block groups. Facilities that serve abused children, battered spouses, elderly, severely disabled persons, homeless, illiterate adults, persons living with AIDS, and migrant farm workers are "presumed benefit" clientele; The CDC received surveys totaling over 5 million dollars in needs for eligible facilities including improvement projects, additions to existing structures, new construction, and other requests. The CDC believes every resident should have access to clean parks, modern recreational facilities, and updated neighborhood facilities. The application process will determine which projects will be funded. Points are awarded based on the type of activity and the priority need according to surveys received.

#### **b. How were these needs determined?**

The County utilized an on-line tool to conduct a survey of municipal and township needs of Public Facilities and Improvements. The survey was launched March 31, 2014 to 9 townships and 31 municipalities. Two split place municipalities (Batavia and Lemont) that are partially in DuPage County were not included because such a small portion of their respective populations are located in DuPage County. The CDC also did not include the communities of Aurora and Bolingbrook because they are both entitlement communities and receive their own CDBG funding.

The survey consisted of both narrative style and ranking questions to determine the highest need in each community. The ranking questions were sorted and high and low priorities were established. In order to achieve an acceptable response rate, emails were sent out on March 31,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

2014 to the Mayors, Administrators, or Directors of Community Development of each community depending on the set up of each respective government. Reminders were sent June 11, 2014 and several technical assistance calls were taken to assure the correct data was collected. This effort resulted in 16 completed surveys out of 40 possible responses.

The data collected was based off of eligible block groups in each community with a low-mod income level of at least 40% and census figures from the year 2000. As we neared the end of the data collection period of this survey in June 2014, HUD provided DuPage County with an updated minimum exception criteria (35.83%) based upon data from the 2010 census to determine eligible locations for all future projects. After review of the new data we found the location of block groups changed when compared to the 2000 census locations, changing the boundaries of the previous block groups and eligible areas based on the HUD Exception Criteria.

Using the 2000 census, DuPage County was made up of 1021 block groups containing 230 qualifying groups using the minimum HUD exception criteria of 33.2%, used up until July 1, 2014. A figure of 22.5% of block groups contained in DuPage County met or exceeded the minimum Low-Mod data percentage to qualify using this method.

The new HUD numbers to be used beginning July 1, 2014, suggest the block groups are much larger than the previous HUD numbers. 2010 Census figures show 617 total block groups in DuPage County and 152 of these block groups (24.6%) qualify using **the new HUD Exception criteria of 35.83%**. In the course of 14 years since the last data was provided we saw major changes to eligible areas in some communities while others saw minor changes to their respective eligible areas. The new numbers suggest although populations have moved, the needs shown by the results of the survey still exist in DuPage County.

### **c. Describe the jurisdiction's need for Public Improvements:**

Public Improvements are among the highest need according to surveys completed by municipalities and townships. Historically, public improvements costs are high and in recent years communities have dealt with dwindling budgets and crumbling infrastructure. The CDC believes every resident should have safe streets and sidewalks, functional streetlights, and

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

adequate water and sewer lines in each of their respective communities. The survey indicated needs for public improvements total over \$80 million dollars over the next 5 years in eligible areas. Tree replacement and removal needs are also much higher than in previous years due to new diseases threatening the population of certain species. The estimated budget for tree replacement and removal is roughly \$3.2 million dollars over the next 5 years. The application process will determine which projects will be funded, and points will be administered based on the type of activity with the highest need according to surveys received.

Figure NA-6 identifies the costs of high and low priorities for neighborhood investment needs according to municipalities located within DuPage County.

<b>Figure NA-6 Community Development Needs</b>		
<b>Priority Community Development Needs</b>	<b>Priority Level Need</b>	<b>Dollar to Address Unmet Need</b>
<b>Community Development Needs</b>		
Water/Sewer Improvements	High	\$21,748,218
Street Improvements	High	\$36,547,154
Sidewalks	High	\$2,264,567
Parks / Recreational Facilities	High	\$3,590,000
Flood Drain Improvements	High	\$3,137,875
Other Infrastructure	High	\$14,149,000
Tree Replacement	High	\$3,295,000
Solid Waste Disposal Improvements	Low	\$65,000
ADA Compliance Needs	Low	\$2,255,000
Streetlights	Low	\$2,308,000
Neighborhood Facilities	Low	\$580,000
Other Public Facilities	Low	\$5,000,000
<b>Economic Development</b>		
C / I Land Acquisition	Low	\$5,255,000
C / I Infrastructure Development	Low	\$1,200,000
C / I Building Acq / Const / Rehab	Low	\$2,060,000
ED Assistance to For-Profits	Low	\$4,000,000
ED Technical Assistance	Low	\$400,000
Micro Enterprise Assistance	Low	\$0
Other C / I Improvements	Low	\$530,000
<b>Planning</b>		
Planning	Low	\$220,000
<b>Total Estimated Dollar Needed:</b>		<b>\$108,604,814</b>

\*Other Infrastructure needs consist of sanitary / flood mitigation projects

### **d. How were these needs determined?**

The County utilized an on-line tool to conduct a survey of municipal and township needs of Public Facilities and Improvements. The survey was launched March 31, 2014 to 9 townships and 31 municipalities. Two split place municipalities (Batavia and Lemont) that are partially in

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Du Page County were not included because such a small portion of their respective populations are located in DuPage County. The CDC did not include the communities of Aurora and Bolingbrook because they are both entitlement communities and receive their own CDBG funding.

The survey consisted of both narrative style and ranking questions to determine the highest need in each community. The ranking questions were sorted and high and low priorities were established. In order to achieve an acceptable response rate, emails were sent out on March 31, 2014 to the Mayors, Administrators, or Directors of Community Development of each community depending on the set up of each respective government. Reminders were sent June 11, 2014 and several technical assistance calls were taken to assure the consistent data was collected. This effort resulted in 16 completed surveys out of 40 possible responses.

The data collected was based off of eligible block groups in each community with a low mod income level of at least 40% and census figures from the year 2000. As we neared the end of the data collection period of this survey in June 2014, HUD provided DuPage County with an updated minimum exception criteria based off of data from the 2010 census to determine eligible locations for all future projects. After review of the new data we found the location of block groups changed when compared to the 2000 census locations, changing the boundaries of the previous block groups and eligible areas based on the HUD Exception Criteria.

Using the 2000 census, DuPage County was made up of 1021 block groups containing 230 qualifying groups using the minimum HUD exception criteria of 33.2%. A figure of 22.5% of block groups contained in DuPage County met or exceeded the minimum Low-Mod data percentage to qualify using this method.

The new HUD numbers, to be used beginning July 1, 2014, suggest the block groups are much larger than the previous survey. 2010 Census figures total 617 total block groups in DuPage County and 152 of these block groups (24.6%) qualify using **the new HUD Exception criteria of 35.83%**. In the course of 14 years since the last data was provided we saw major changes to eligible areas in some communities while others saw minor changes to their respective eligible

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

areas. The new numbers suggest although populations have moved, the needs shown by the results of the survey still exist in DuPage County.

### **e. Describe the jurisdiction's need for Public Services:**

Public Services are greatly needed in DuPage County and residents rely on them from a number of providers. The CDC felt the existing non-profits and neighborhood resource centers would have the best idea concerning the services needed since they work with clients on a regular basis, hear their stories, and determine the needs of the community. The CDC surveyed numerous agencies within DuPage County on over 30 issues and found only 1 category had more availability than need. The numbers suggest that more services are needed to help residents in a wide range of categories from basic needs to legal support. If usage of services were to drop significantly, that would be a sign non-profit agencies and services would be needed less and residents are better off or have additional resources. The CDC's plan is to continue funding the maximum HUD allowed 15% of CDBG funds to direct public services and also to continue offering funds to capital projects for non-profits to make improvements on their existing properties to improve or increase the services to their respective clients.

### **f. How were these needs determined?**

The county utilized a survey provided to non-profit agencies across DuPage County. An on-line tool was used to determine the needs and availability of 27 different activities performed by agencies on a regular basis. The survey was launched April 10, 2014, and two subsequent reminders were also sent to 107 potential participants. The CDC conducted several technical assistance calls to assure the consistent and most up to date data was collected. This outreach produced a return of 35 completed or mostly completed surveys. In some instances agencies answered a question with a response of N/A and felt their agency could not correctly identify the need and/or availability of a certain service, so the number of usable responses was often less than 35.

Safeguards were put in place to ensure only one response was received per agency. The information was then used to create rank multipliers for the County's CDBG/ESG applications

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

so that activities identified as having the highest priority and largest gap in availability would receive a higher number of points, and potentially, increased funding.

### **Survey Results and Calculation of New Rank Multiplier**

The survey asked agencies to establish priority and availabilities in four general categories: Health and Safety, Housing, Life Skills, and Seniors & People with Disabilities. 0 points were given to zero need, 2 points to low need, 4 to medium need, and 6 to an activity with a high need. The same points were given for the availability of the survey. Rank Multipliers were calculated based on the average between the need and the availability (the gap figure was multiplied by 6 to provide some separation.) A sample calculation on how the need and priority level of Substance Abuse Services Need is shown below. Please note that the numbers shown in the average need and gap columns are rounded.

Average Need (Priority) = (Total Score, 84) / (Number of usable responses, 17) = 5.0

Average Availability = (Total Score, 40) / (Number of usable responses, 16) = 2.5

Gap between Need and Availability =  $5.0 - 2.5 = 2.5$

The Rank Multiplier was calculated by multiplying the gap by 6 to determine the largest need when compared to the availability of the activity. In some instances the need is high for an activity, the availability is also high, creating a lower score. The purpose of this survey was to determine the activity with the most need when compared to the availability.

Rank Multiplier = (Gap,  $2.5 * 6$ ) + (Average Need, 5.0) = 19.6

The maximum points available in the application category were multiplied by the category's highest rank multiplier in order to gain a constant:

Substance Abuse Services Need: (Rank Multiplier,  $19.6 * 1.5$ ) = New Point Rank of 30

The highest ranking service received 30 points; all other services received points based on the rank multiplier times the constant. The points awarded for some activities changed greatly when compared to the 2010-2014 ConPlan figures while other activities saw slight to no change. The

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

reasons for the change in numbers for each activity vary greatly, but some general explanations could be a change in need, a change in availability, or a combination of both factors. A complete summary of these calculations can be found in Figure NA-7. This approach was also used to determine the needs for Neighborhood Resource Centers, shown in Figure NA-8.

Figure NA-7 identifies the high and low priorities for capital and public services needs according to non-profit agencies located within DuPage County.

<b>Figure NA-7 New Multipliers for Non-Profit Agency Community Needs</b>						
Category	Service	Rank Multiplier	Max Points Available	Activity's Rank Multiplier in 30 pts	New Multiplier	Priority
<b>Health &amp; Safety</b>	Substance Abuse Services Need	19.58	30.0	1.53	30.0	High
	Culturally and Linguistically Appropriate Mental Health Services Need	14.5	30.0	1.53	22.2	High
	Child Abuse Counseling / Advocacy Need	12.97	30.0	1.53	19.8	High
	Basic Needs (Food, Clothing, Medical) Need	11.19	30.0	1.53	17.1	High
	Medical Care for Uninsured Need	9.83	30.0	1.53	15.0	Low
	Domestic Abuse Services Need	6.82	30.0	1.53	10.4	Low
	Sexual Assault Services Need	6.76	30.0	1.53	10.3	Low
<b>Life Skills</b>	Employment Services - Job Readiness Need	16.7	30.0	1.79	30.0	High
	Budget / Financial Counseling Need	10.64	30.0	1.79	19.1	Low
<b>Housing</b>	Affordable Rental Units Need	27.56	30.0	1.08	30.0	High
	Emergency Rent, Mortgage, and Utility Assistance Need	25.19	30.0	1.08	27.4	High
	Supportive Housing Need	25.02	30.0	1.08	27.2	High
	Rehab of Owner Occupied Units Need	18.7	30.0	1.08	20.3	High
	Legal Counsel (Homelessness Prevention) Need	16.25	30.0	1.08	17.7	Low
	Shared Housing Need	14.67	30.0	1.08	15.9	Low
	Emergency Shelter Need	13.5	30.0	1.08	14.7	Low
	First Time Homebuyer Assistance Need	2.91	30.0	1.08	3.2	Low
Lead Hazard Screening Services Need	-4.84	30.0	1.08	0.0	Low	
<b>Elderly and Persons with Disabilities</b>	Transportation Need	23.43	30.0	1.28	30.0	High
	Caregiver Counseling and Respite Services Need	19.61	30.0	1.28	25.1	High
	Child Care Services Need	18.62	30.0	1.28	23.9	High
	Youth Services Availability	17.78	30.0	1.28	22.8	High
	Legal Counsel (Benefits, Legal Documents, etc.) Need	16.4	30.0	1.28	21.0	Low
	Senior Services Need	16.24	30.0	1.28	20.8	Low
	Home Health Care Need	14.6	30.0	1.28	18.7	Low
	Handicapped Services Need	13.16	30.0	1.28	16.9	Low
	Home Delivered Meals Need	9.21	30.0	1.28	11.8	Low

Figure NA-8 shows the high and low priorities identified by currently funded Neighborhood Resource Center.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>Figure NA- 8 Neighborhood Resource Center Needs</b>					
<b>Children and Teenagers</b>	<b>Points</b>	<b>Priority</b>	<b>Adults</b>	<b>Points</b>	<b>Priority</b>
General Counseling	25.0	High	General Counseling	20.6	High
Substance Abuse	23.8	High	Employment Readiness	19.8	High
Employment Readiness	20.6	High	Domestic Abuse Services	13.5	High
Character Education	19.0	High	Financial Counseling	13.5	High
Mentoring	14.7	High	ESL Instruction	12.3	High
Domestic Abuse Services	13.1	High	Tutoring and Literacy	11.9	High
Inter-Agency Advocacy	11.9	High	Substance Abuse	10.3	High
ESL Instruction	10.3	High	Senior Services	7.9	Low
Legal Assistance	8.3	Low	Legal Assistance	7.9	Low
Tutoring and Literacy	6.0	Low	Arts Programs	7.1	Low
Financial Counseling	5.2	Low	Inter-Agency Advocacy	6.0	Low
Basic Needs: Food and Clothing	4.8	Low	Character Education	4.8	Low
Pre-School / Early Intervention	4.4	Low	Mentoring	4.4	Low
Sports and Recreation	1.2	Low	Sports and Recreation	1.6	Low
Arts Programs	0.0	Low	Basic Needs: Food and Clothing	1.2	Low

The second part of the survey was for agencies to complete a 5-year capital needs assessment on each of their facilities located in DuPage County. An email blast was sent out to 107 participating agencies on March 18, 2014 and May 1, 2014. Several technical assistance emails were conducted to assure the most up to date data was collected.

The goal of the two pronged approach was first to determine the activity with the highest need and least availability, and then to determine what facilities our service providers will need in order to provide those types of activities.

Figure NA-9 identifies Non- Profit capital needs. The high costs for demolition and building costs skewed the results, so Figure NA-10 excludes demolition and building costs.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Figure NA-9 shows the project types and estimated repair and replacement costs (RR) for capital projects over the next 5 years.

Figure NA-9 - 5 Year Non-Profit Needs Assessment							
Cost Category	Total Projects	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
Parking Areas	25	\$276,140	\$221,000	\$203,867	\$275,000	\$168,917	\$1,144,924
Roofing	13	\$38,220	\$122,000	\$75,000	\$53,000	\$439,800	\$728,020
Eavestrough/Downspouts/Flashing	5	\$1,300	\$0	\$0	\$8,000	\$1,500	\$10,800
Balconies/Patios/Steps	8	\$58,500	\$4,000	\$0	\$20,000	\$11,000	\$93,500
Exterior Siding	6	\$39,200	\$5,700	\$1,200	\$40,000	\$14,700	\$100,800
Doors/Windows	6	\$5,600	\$15,000	\$72,000	\$60,000	\$0	\$152,600
HVAC	20	\$183,000	\$16,500	\$30,500	\$85,500	\$145,800	\$461,300
Plumbing/Domestic Hot Water	17	\$18,200	\$8,100	\$27,600	\$7,900	\$7,900	\$69,700
Fire Safety	7	\$7,555	\$700	\$700	\$700	\$700	\$10,355
Electrical	7	\$58,000	\$7,400	\$0	\$0	\$0	\$65,400
Boilers/Pumps	6	\$105,800	\$50,000	\$1,500	\$0	\$0	\$157,300
Elevator	1	\$0	\$0	\$0	\$0	\$0	\$0
Unit Flooring/Carpeting	21	\$87,600	\$97,100	\$125,000	\$3,500	\$73,500	\$386,700
Unit Appliances	19	\$9,900	\$43,900	\$18,800	\$32,900	\$21,900	\$127,400
Unit Kitchen Cabinet/Countertop	9	\$4,500	\$26,100	\$1,100	\$5,100	\$26,100	\$62,900
Demolition and Site Costs	3	\$6,075,000	\$1,980,000	\$720,000	\$600,000	\$660,000	\$10,035,000
Building Costs	3	\$1,100,000	\$23,605,000	\$1,740,000	\$1,740,000	\$2,020,000	\$30,205,000
Furniture Fixtures Equipment	1	\$0	\$4,568,000	\$0	\$0	\$0	\$4,568,000
Professional: Architectural	2	\$600,000	\$4,653,000	\$0	\$0	\$0	\$5,253,000
Other/Additions	24	\$470,500	\$19,000	\$417,000	\$43,500	\$104,500	\$1,054,500
Generator	1	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling	2	\$95,914	\$0	\$70,000	\$0	\$0	\$165,914
Subtotal	<b>206</b>	<b>\$8,068,515</b>	<b>\$26,202,500</b>	<b>\$3,017,267</b>	<b>\$2,931,600</b>	<b>\$3,591,817</b>	
<b>Annual Inflation Factor</b>	<b>Inflation Factor</b>	100%	103%	106.09%	109.27%	112.55%	
<b>Estimated Total Annual RR Needs:</b>		<b>\$8,068,515</b>	<b>\$26,988,575</b>	<b>\$3,201,019</b>	<b>\$3,203,438</b>	<b>\$4,042,622</b>	<b>\$45,504,169</b>

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Figure NA-10 shows the project types and estimated repair and replacement costs (RR) over the next 5 years excluding demolition and new building costs.

Figure NA-10 - 5 Year Non-Profit Needs Assessment							
Cost Category	Total Projects	Year 1	Year 2	Year 3	Year 4	Year 5	Totals
Parking Areas	25	\$276,140	\$221,000	\$203,867	\$275,000	\$168,917	\$1,144,924
Roofing	13	\$38,220	\$122,000	\$75,000	\$53,000	\$439,800	\$728,020
Eavestrough/Downspouts/Flashing	5	\$1,300	\$0	\$0	\$8,000	\$1,500	\$10,800
Balconies/Patios/Steps	8	\$58,500	\$4,000	\$0	\$20,000	\$11,000	\$93,500
Exterior Siding	6	\$39,200	\$5,700	\$1,200	\$40,000	\$14,700	\$100,800
Doors/Windows	6	\$5,600	\$15,000	\$72,000	\$60,000	\$0	\$152,600
HVAC	20	\$183,000	\$16,500	\$30,500	\$85,500	\$145,800	\$461,300
Plumbing/Domestic Hot Water	17	\$18,200	\$8,100	\$27,600	\$7,900	\$7,900	\$69,700
Fire Safety	7	\$7,555	\$700	\$700	\$700	\$700	\$10,355
Electrical	7	\$58,000	\$7,400	\$0	\$0	\$0	\$65,400
Boilers/Pumps	6	\$105,800	\$50,000	\$1,500	\$0	\$0	\$157,300
Elevator	1	\$0	\$0	\$0	\$0	\$0	\$0
Unit Flooring/Carpeting	21	\$87,600	\$97,100	\$125,000	\$3,500	\$73,500	\$386,700
Unit Appliances	19	\$9,900	\$43,900	\$18,800	\$32,900	\$21,900	\$127,400
Unit Kitchen Cabinet/Countertop	9	\$4,500	\$26,100	\$1,100	\$5,100	\$26,100	\$62,900
Furniture Fixtures Equipment	1	\$0	\$4,568,000	\$0	\$0	\$0	\$4,568,000
Professional: Architectural	2	\$600,000	\$4,653,000	\$0	\$0	\$0	\$5,253,000
Other/Additions	24	\$470,500	\$19,000	\$417,000	\$43,500	\$104,500	\$1,054,500
Generator	1	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling	2	\$95,914	\$0	\$70,000	\$0	\$0	\$165,914
Subtotal	200	\$893,515	\$617,500	\$557,267	\$591,600	\$911,817	
Annual Inflation Factor	Inflation Factor	100%	103%	106.09%	109.27%	112.55%	
<b>Estimated Total Annual RR Needs:</b>		<b>\$893,515</b>	<b>\$636,025</b>	<b>\$591,205</b>	<b>\$646,457</b>	<b>\$1,026,258</b>	<b>\$3,793,460</b>
*Demolition and Site Costs and Building Costs were removed to show capital needs without demoliton and the construction of new sites							



**HOUSING MARKET ANALYSIS**

The purpose of the Housing Market Analysis is to provide a clear picture of the environment in which the County must administer its programs over the ConPlan.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **IV. Housing Market Analysis**

#### **1. Overview**

According to the 2006-2010 American Community Survey (ACS) data, DuPage County is made up of approximately 353,360 units, with almost 61% consisting of 1 unit- detached structures, also known as single family homes. Additionally, this data shows that 72% of housing units are owner-occupied and 22% are renter-occupied.

In its analysis of 2005-2013 data, Chicago Metropolitan Agency for Planning (CMAP) found that homeownership rates declined in all CMAP counties (Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will). DuPage County experienced the largest decrease at -5 % points. These percentage changes could have been the result of the slowly recovering market, increase in low-mod population, vacancy rates in owner-occupied housing increasing faster than vacancy rates in rental housing or a combination of many factors.<sup>24</sup>

Foreclosures continue to be an issue in DuPage County since the economic downturn in the mid to late 2000's. According to the DuPage Homeownership Center (DHOC) report on October 1, 2014, DuPage County Circuit Court statistics show that over 1,000 new foreclosure cases have been filed (an average of 168 per month) in the first half of 2014. As of 06/30/14, there are 2,664 active foreclosure cases, 586% higher than the number of foreclosures in 2004. Illinois continues to have the 4<sup>th</sup> highest foreclosure rate in the U.S. Despite hopeful signs of recovery, a significant number of DuPage County families are still in crisis due to foreclosure and potential homelessness.<sup>25</sup>

For more information on foreclosures, including from a historical perspective in DuPage County, see the Needs Assessment Chapter within this planning document.

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<sup>24</sup> Tenure and Vacancy Trends in Metropolitan Chicago's Housing Stock. Publication. Chicago: Chicago Metropolitan Planning Agency, 2014. Print.

<sup>25</sup> U.S. DuPage Homeownership Center. 2015 CDBG/ESG Application Form: Housing & Homeless 2015 Funding Update – Public Service Funds. By Debra Olson. Wheaton, IL: DuPage County Community Development Commission, 2014. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### 2. Number of Housing Units

#### a. Introduction

According to 2006-2010 ACS data table, there were 353,360 housing units in DuPage County. Of these, 72% were owner occupied while 22% were renter-occupied. Approximately 24% of all rental units were in 5 or more unit buildings while 72% of owner-occupied units consisted of single-unit structures.

**All Residential Properties by Number of Units**

<b>Property Type</b>	<b>Number</b>	<b>%</b>
1-unit detached structure	214,223	61%
1-unit, attached structure	40,828	12%
2-4 units	13,619	4%
5-19 units	44,120	12%
20 or more units	40,004	11%
Mobile Home, boat, RV, van, etc.	566	0%
<b>Total</b>	<b>353,360</b>	<b>100%</b>

**Table 31 – Residential Properties by Unit Number**  
Data Source: 2006-2010 ACS

**Unit Size by Tenure**

	<b>Owners</b>		<b>Renters</b>	
	<b>Number</b>	<b>%</b>	<b>Number</b>	<b>%</b>
No bedroom	368	0%	1,972	3%
1 bedroom	6,570	3%	28,579	37%
2 bedrooms	45,623	18%	33,530	44%
3 or more bedrooms	203,442	79%	12,993	17%
<b>Total</b>	<b>256,003</b>	<b>100%</b>	<b>77,074</b>	<b>101%</b>

**Table 32 – Unit Size by Tenure**  
Data Source: 2006-2010 ACS

#### b. Describe the number and targeting (income/type of family served) of units assisted with federal, state, and local programs.

The 2013 DuPage County Community Development Commission Consolidated Annual Performance and Evaluation Report (CAPER), dated 06/27/14), counts housing based on the number of units put into service. Projects that began in 2010 or earlier, but have not yet been

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

completed, are shown in the column headed 'Pipeline' on the following tables, "Affordable Housing Goals for the 2013 Program Year"

2013 Affordable Housing Goals - RENTALS						
Population and Income Level Benefited	2013 Goal	Project	Expenditure	Fund Source	Pipeline	Into Service 2013
Elderly Extremely Low Income						
<i>Increase in rental</i>						
<i>Rehab of rental</i>	60	Mayslake Manor	\$0	CDBG	60	0
Elderly Very Low Income						
<i>Increase in rental</i>			\$0			
<i>Rehab of rental</i>	86	Mayslake Manor	\$0	CDBG	86	0
Elderly Other Low Income						
<i>Increase in rental</i>			\$0			
<i>Rehab of rental</i>	3	Mayslake Manor	\$0	CDBG	3	0
Non-Elderly Ext. Low Income						
<i>Increase in rental</i>	12	TBRA	\$0	HOME	12	0
<i>Rehab of rental</i>	25	CHAD	\$441,317	HOME	12	13
Non-Elderly Very Low Income						
<i>Increase in rental</i>						
<i>Rehab of rental</i>	7	CHAD	\$0	HOME	7	
Non-Elderly Other Low Income						
<i>Increase in rental</i>						
<i>Rehab of rental</i>	19	CHAD	\$0	HOME	19	0
<b>Subtotals</b>	<b>212</b>		<b>\$441,317</b>		<b>199</b>	<b>13</b>

**Figure MA-1**

**Data Source:** U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

2013 Affordable Housing Goals - Homeownership						
Population and Income Level Benefited	2013 Goal	Project	Expenditure	Fund Source	Pipeline	Into Service 2013 & 2014
Extremely/Very Low Income						
<i>Home buyer's asst.</i>						
<i>Rehab existing homes</i>	11	Single Family Rehab	\$50,837	CDBG/HOME	6	5
<i>Production of new units</i>						
Other Low Income						
<i>Home buyer's asst.</i>	18	DHOC HBA	\$395,880	HOME/CDBG	2	20
<i>Rehab/existing homes</i>	4	Equity Sharing	\$92,508	HOME	1	3
	2	IHDA NSP Rehab	\$39,228	CDBG	2	0
<i>Production of new units</i>	12	Habitat Prairie Green	\$224,842	HOME	7	5
	4	Habitat Scattered Site	\$208,941	HOME	4	0
Extremely/Very Low Income						
<i>Increase supportive hsg.</i>						
<i>Rehab supportive hsg.</i>						
<b>Subtotals</b>	<b>48</b>		<b>\$1,012,236</b>		<b>22</b>	<b>33</b>

**Figure MA-2**

**Data Source:** U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>2013 Affordable Housing Goals - SUPPORTIVE HOUSING/Special Needs</b>						
<b>Population and Income Level Benefited</b>	<b>2013 Goal</b>	<b>Project</b>	<b>Expenditure</b>	<b>Fund Source</b>	<b>Pipeline</b>	<b>Into Service 2013</b>
Extremely/Very Low Income						
<i>Increase supportive housing</i>	16	Trinity Services Inc.	\$467,980	HOME	16	0
	8	Little City	\$0	CDBG	8	0
<i>Rehab supportive housing</i>	3	Senior Home Sharing	\$27,143	CDBG	3	0
	6	Seguin	\$0	CDBG	6	0
Subtotals	<b>33</b>		<b>\$495,123</b>		<b>33</b>	<b>0</b>

**Figure MA-3**

**Data Source:** U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

<b>Affordable Housing Goals - Affordable Housing Totals (Figures 5-9)</b>						
	<b>2013 Goal</b>	<b>Project</b>	<b>Expenditure</b>	<b>Fund Source</b>	<b>Pipeline</b>	<b>Into Service 2013</b>
Total	293		\$1,948,676		254	46

**Figure MA-4**

**Data Source:** U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

The Landings on Villa, a 16-unit permanent supportive housing development was completed and put in service in 2014, thus moving from the pipeline column in the Supportive Housing/Special Needs column to the “put into service” column in the third Table above. This development increased supportive housing units by 16, Trinity Services Inc., is also the owner. A total of \$467,980 in HOME funds helped to finance the development as did IHDA funds. The DHA is providing vouchers to the extremely low/very low income persons who will live there.

Another 2014 permanent supportive housing development is Finley Apartments, a 16-unit development nearing construction completion that will be for income-eligible persons with disabilities and similar to the Landings on Villa. Finley Apartments is owned by Bluestem Housing Partners and the supportive service provider is Trinity Supportive Services.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **HOME**

HOME-assisted homebuyer projects will target households making less than 80% of the median family income. HOME-assisted rental projects will target households earning less than 60% of the median family income.

### **CDBG**

CDBG funds will target developments in which at least 51% of the total units within the project will be occupied by low- and moderate-income households. Capital improvement projects must supply income data to the clients they are serving unless they are categorized as a presumed benefit. Projects qualified as neighborhood investment must meet the minimum percentage of low income residents per block group of a HUD provided 35.8% or approved income survey.

### **DuPage Housing Authority**

HUD's published Income Limits are used to guide eligibility decisions at the DuPage Housing Authority. The following categories of income are the focus of the work of the Housing Choice Voucher (HCV) program:

- Low-income family: A family whose annual income does not exceed 80 percent of the median income for the area, adjusted for family size.
- Very low-income family: A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.
- Extremely low-income family: A family whose annual income does not exceed 30 percent of the median income for the area, adjusted for family size.

At least 75 percent of the families admitted to the DHA's program during a DHA fiscal year must be extremely low-income families. HUD may approve exceptions to this requirement if the DHA demonstrates that it has made all required efforts, but has been unable to attract an adequate number of qualified extremely low-income families.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **c. Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

Three projects are in process of converting through Rental Assistance Demonstration (RAD) project conversions. DuPage Housing Authority will administer Marian Park (Wheaton) and Mayslake (Oakbrook Terrace). HUD has selected the Aurora Housing Authority to administer Colony Park (Carol Stream). According to HUD, the Rental Assistance Demonstration (RAD) allows public housing agencies (PHAs) and owners of HUD-assisted properties to convert units to project-based Section 8 programs, providing an opportunity to invest billions nationally into properties at risk of being lost from the nation's affordable housing inventory. The first component of the program allows properties funded under the Public Housing and Section 8 Mod Rehab programs to convert their assistance to long-term, project-based Section 8 contracts. The second component of RAD allows owners of projects funded under HUD's legacy programs (Rental Supplement, Rental Assistance Payment, and Moderate Rehabilitation) to convert units to Section 8 project-based vouchers.<sup>26</sup> DuPage County will continue to be an active partner in keeping the number of units in the affordable housing inventory from being diminished.

### **Rental Housing Support Program (RHSP)**

Another non-HCV rental assistance program is the RHSP program. The Illinois Housing Development Authority (IHDA) administers the program overall, and the source of the funding is from a portion of the real estate sales transfer tax. IHDA contracts with local administering agencies (LAAs) around the state who manage the program in their communities, including finding and screening tenants. The DHA is the LAA for DuPage County for the RSHP program. DHA was awarded funding to assist families throughout DuPage County by providing unit based rental assistance to extremely low income households. Households in the program, which began in 2005, will pay approximately 30% of their income in rent. To be eligible for the RHS Program, applicants and tenants must fall within the 15% -30% below the annual area median income (AMI) income limits for program participation (by household size). Tenants looking for

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<sup>26</sup> Team, RAD. "What Is RAD?" Rental Assistance Demonstration Newsletter 2 (2014): 1. U.S. Department of Housing and Urban Development. Web. 11 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

help with paying their rent must already be living in a RHSP property or be prepared to move into a RHSP property. The waiting list for this program is currently closed.<sup>27</sup>

### **d. Does the availability of housing units meet the needs of the population?**

The need for and availability of affordable housing continues to be a high priority. Data from the 2013 CAPER, the Woodstock Institute, and the DHA form the basis of the narrative for this section. DuPage County is home to a diverse population and a diverse housing stock is needed to house families with different levels of income and special needs. DuPage County remains a high-cost location within an expensive metropolitan region. As indicated by the 2012 American Community Survey, DuPage County contained more than 83,947 rental units. This figure equaled 25% of the total available housing in the County. The same survey showed that approximately 30,359 (38%) renting households in the County pay 35% or more of their incomes for rent. Significantly, 48% of renters are burdened renters, which include those spending over 30% of their household income on rent.

Very low-income renters experience significantly higher incidences of housing problems. Final figures of 2013 from the National Low Income Housing Coalition (NLIHC) illustrated that workers needed an hourly wage (at 40 hours per week) of \$18.83 and an annual income of \$39,160 to afford the rent of a two-bedroom apartment in DuPage at fair market rent. Someone earning 30% AMI (\$21,720) would be able to afford rent of \$543 per month. A two-bedroom apartment would require 2.3 people working full-time jobs at minimum wage in order to be affordable. Final figures of 2014 remain the same.<sup>28</sup>

Additionally, according to the 2010-2012 ACS, seniors on social security in DuPage County, on average, received around \$1,646 per month (or a wage of \$9.50 per hour, based on a 40-hour week). The fair market rent for a 1-bedroom apartment is \$815 per month, thus the average senior whose only source of income is social security will pay 50.6% of income towards rent.

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<sup>27</sup> Rental Assistance." Rental Assistance. Illinois Housing Development Authority, n.d. Web. 18 Dec. 2014.

<sup>28</sup> Out of Reach 2014: National Low Income Housing Coalition." National Low Income Housing Coalition. N.p., 24 Mar. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Low-income people with disabilities face severe gaps between disability payment amounts, averaging \$883 a month in DuPage, and Fair Market Rate rents for a 1-bedroom at \$815. \$883 in Supplemental Security Income would have an affordable rent of \$265.

The Illinois Department of Employment Security (IDES) reported in February 2014 that the Chicago-Joliet-Naperville region had an 8.7% unemployment rate. The annual average for 2013 was 9.2%, compared to 8.9% for 2012 and 9.9% unemployment for 2011. Due to budget cuts, the Illinois Department of Employment Security no longer provides Mass Layoff Data Reports.<sup>29</sup>

According to the DHA, families in DuPage County have had difficulty locating affordable housing when they need larger units (three or more bedrooms – especially if they have little or no income); and when they have a physical disability that requires fully accessible housing. If these two issues are combined, the available housing stock gets less and less.<sup>30</sup>

The DHA announced the opening of the general waiting list, Section 8 Housing Program, for the general public will open for pre-applications in January 2015 for 2- and 3-bedroom townhomes located at Ogden Manor. The purpose of the pre-application is to obtain names of persons who may be eligible to reside in a rent-assisted townhome and who will be placed on the Wait List for this housing opportunity. There are eligibility requirements including income restrictions for residency.<sup>31</sup>

The DHA does not expect growth in the Housing Choice Voucher (HCV) program in the near future and anticipates few changes in the core demographics for the program. The DHA will continue to reach out to potential landlords to maintain an adequate supply of affordable housing for HCV program participants.

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<sup>29</sup> U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. *2013 Consolidated Annual Performance & Evaluation Report*. Wheaton, IL: n.p., 2013. Print.

<sup>30</sup> Darzinskis, Deborah, Executive Director, DuPage Housing Authority. "2015-2019 ConPlan - Market Analysis Draft Chapter Questions." Message to the author. 04 Dec. 2014. E-mail.

<sup>31</sup> "DuPage Housing Authority | Affordable Housing in DuPage County, IL." DuPage Housing Authority, n.d. Web. 23 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Among non-HCV programs that the DHA administers is the Bridge Program which developed as a result of the State of Illinois court mandated Consent Decrees to provide more appropriate residential options to adults with mental illness. The Bridge Program attempts to “bridge the gap” between the current Medicaid funded residential setting and the HCV program. These adults do not need the medical care and interventions provided by nursing homes are often much younger than the age range for nursing home residents.

Developers seek the Bridge assistance as part of their financial proposals to secure tax credits. In 2014 the DHA administered 18 Bridge Subsidy vouchers. The number was increased by 10 to accommodate persons who will be moving into a new Supportive Housing project, the Landings on Villa, which is being operated by Trinity Services. Sixteen persons with disabilities will live in the units. 10 of these persons will receive Bridge Vouchers and the remaining 6 will receive Project Based Vouchers from the DHA as part of the regional Housing initiative.

### **e. Describe the need for specific types of housing**

Specific types of housing needed within DuPage County include housing accessible for persons with disabilities, housing available with supportive services and affordable housing for the elderly.

DuPage County residents who have disabilities continue to be hindered by lack of accessibility to affordable and convenient transportation, lack of affordable housing and structures that are not physically accessible. Many people with disabilities live on fixed incomes. According to the 2008-2012 five-year US Census American Community Survey, 7.7% or slightly more than 65,700 of DuPage County’s non-institutionalized population report a disability. Of this number, only 28.7%, or just more than 19,000 are in the workforce. The data showed that the median annual earnings at that time for a disabled person was approximately \$25,500 compared to \$39,300 for a non-disabled person, a substantial 35% difference annually.<sup>32</sup>

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<sup>32</sup> U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. *2013 Consolidated Annual Performance & Evaluation Report*. Wheaton, IL: n.p., 2013. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The DHA is among those who have found that there is a need for more housing with supportive services (homeless, at-risk families, households for persons with mental illnesses, persons with other disabilities) and even the elderly. Developers are continually looking to develop senior housing due to the ever increasing number of seniors. For the senior populations, location seems to matter a great deal as they want to stay close to their relatives and connected to their existing communities.<sup>33</sup>

The DHA announced that it was opening the waiting list for persons interested in living in a senior housing development that receives project based vouchers (PBV). Persons must be 62 years or older and meet eligibility requirements for this assistance. Applications for the Senior Housing Projects Waiting List will be accepted beginning on January 2, 2015. Once this waiting list is open, it will remain open until further notice.<sup>34</sup>

For the reporting period of January 1, 2013 through December 31, 2013, DuPage County Senior Citizen Services provided services to 19,077 unduplicated persons who were 60 years of age or older. Of this number, 11,484 were considered to be frail elderly. Within this same reporting period, staff completed 12,693 comprehensive in-home assessments in an effort to assist older persons in remaining in their homes and living independently as long as possible. Currently, there are 3,151 seniors active in the Community Care program, which provides homemakers, adult day service and emergency home response systems to help seniors avoid premature nursing home placement. Active seniors in the Community Care Program have almost doubled since 2009 and as the average age of a DuPage resident continues to rise more seniors will need assistance programs.<sup>35</sup>

According to the data provided by the 2013 ACS 1-Year Estimate, there are approximately 73,908 persons in the Consortium area with a disability. They represent 8% of the population in

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<sup>33</sup> Darzinskis, Deborah, Executive Director, DuPage Housing Authority. "2015-2019 ConPlan - Market Analysis Draft Chapter Questions." Message to the author. 04 Dec. 2014. E-mail.

<sup>34</sup> "DuPage Housing Authority | Affordable Housing in DuPage County, IL." DuPage Housing Authority, n.d. Web. 23 Dec. 2014.

<sup>35</sup> Tomsa, Mary Lee. "2013-14 DuPage County Senior Citizen Services Statistics." Message to the author. 05 Dec. 2014. E-mail.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

that age group. Figure MA-5 below depicts disability figures by type of disability. The instance of disabilities among seniors is significantly higher, with approximately 34,325 seniors, roughly 29.3% of the population aged 65 and over, having some type of disability.

<b>Percent Imputed in the Consortium Area</b>	
Disability Status	8.50%
Hearing Difficulty	6.10%
Vision Difficulty	6.40%
Cognitive Difficulty	6.80%
Ambulatory Difficulty	7.00%
Self-Care Difficulty	7.00%
Independent Living Difficulty	6.50%

**Figure MA-5**

**Data Source:** United States. U.S. Department of Commerce. United States Census Bureau. 2009-2013 American Community Survey 1-Year Estimate. N.p., Feb. 2013. Web. 25 Oct. 2014.

### **f. Discussion**

The US Census data over the past ten years shows that the number of persons with disabilities has continued to slowly rise. The need for affordable housing, transportation, and facilities to accommodate these residents is also needed. Organizations such as Ray Graham Association, Little City Foundation, and Little Friends continue to apply for funding each application period.

### **3. Cost of Housing**

#### **a. Introduction**

Affordable housing is an important regional priority for DuPage County's high cost housing markets. Additional resources are needed to help reduce the cost of owning or renting a home. Even though there has been a considerable softening of housing prices throughout the nation, costs are still out of reach for the average resident of DuPage County, and the instability of employment prospects makes the purchase of a home difficult for many residents. Affordable housing is a priority that has been the focus of substantial collaborative efforts. Nonetheless, additional resources are needed to help reduce the cost of owning or renting a home. A

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

significant portion of homeowners and renters in the County are cost-burdened, paying increasing percentages of their incomes on rent and mortgages.<sup>36</sup>

In 2010, Census data show that forty percent of owners, and 46% of renters in DuPage County spent 30% or more of household income on housing. This puts them at high risk for homelessness and other economic crises. According to 2012 ACS estimates, the median rent for rental households is \$1,079 and 48% of rental households spent more than 30% of their monthly income on housing.

According to the 2012 ACS, the median monthly cost of owning a home in DuPage County was \$2,162 (for housing units with a mortgage) and 39.4% of households that own their own home pay more than 30% of their monthly income on housing. Home sales and prices were higher in February 2013 in the seven-county metropolitan Chicago real estate market, according to an analysis by RE/MAX. The median sales price of all attached and detached homes sold in the Chicago area in February of this year rose 13 percent to \$157,900 when compared to the results for February 2012, while the number of homes changing hands dipped 8 percent to 5,507 units.

Homes sold in February spent an average of 110 days on the market before going under contract or 33 days less than a year earlier. Among the seven metro counties of Cook, DuPage, Kane, Kendall, Lake, McHenry and Will, six saw the median sales price of a home rise in February. The median price rose 16 percent in Cook, including a 12% increase in Chicago. Other gains were 14% in Kendall, 10% in DuPage, 8% in Kane, 6% in McHenry and 5% in Will. Lake County's average price fell 9%. Home sales activity fell in six of the metro counties and in Chicago. Will County was the exception, with 475 completed sales yielding an increase of 3% when compared to February of last year. Results for the other counties in February were as follows: Cook 3,135 units, down 7 %; DuPage 681 units, down less than 1%; Kane 397 units, down 8%; Kendall 117 units, down 20%; Lake 465 units, down 21%; McHenry 237 units, down

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<sup>36</sup> U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

22%, and Chicago 1,362 units, down 3%. There were 395 closed sales of detached homes (an 8% decline), with the median sales price of \$265,000, an increase of 10%.<sup>37</sup>

The average tax rate for the county's 384 taxing bodies increased 9.36 % in 2013, while the total assessed value of real estate property decreased in DuPage County Property by 5.4 %. Therefore, the average property tax bill in DuPage County increased 3.96% this year over last year. The Consumer Price Index dropped from 3% in 2012 to 1.7 in 2013. This is the fourth year in a row that the total assessed value of real estate property has declined in DuPage County: 8 % in 2012, 6.6 % in 2011 and 5.9% in 2010. Local governmental entities make requests for tax dollars through their annual levies. Since the taxing bodies increased their requests, this drop in assessed value does not mean that tax bills will drop.<sup>38</sup>

Many homeowners and renters in the County are cost-burdened (defined as paying more than 30% of its income for housing.) The 2012 ACS reports that the total number of 'burdened' owner and renter households in DuPage County has decreased since 2010, but the percent burdened still remains above 2009 levels.

In September 2014, the DuPage Homeownership Center (DHOC) issued its annual Labor Day Housing Affordability Index. For the first time in five years the gap between median household incomes and median home prices in DuPage County widened according to the report. The Center's semi-annual Housing Affordability Index is at 100, indicating that a family earning the median income had 100% of the monthly income needed to afford the median-priced single-family home in the county. While 100% affordability is, in itself, a positive number, this represents a 13% decrease in affordability for low- and moderate-income families in DuPage County since last year. The trend toward decreasing affordability will be important to watch going in to 2015. In 2007, at the bottom of the housing market bubble, the index stood at 55, or 45 points lower than this year's index.

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<sup>37</sup> "Metro-Chicago Sales Down, Prices up in February." <http://yochicago.com/metro-chicago-sales-down-prices-up-in-february/34487/>. RE/MAX Northern Illinois -Chicago Real Estate/Northern Illinois Real Estate, 14 Mar. 2014. Web. 22 Dec. 2014.

<sup>38</sup> U.S. Department of Housing & Urban Development, Region V. DuPage County Community Development Commission. 2013 Consolidated Annual Performance & Evaluation Report. Wheaton, IL: n.p., 2013. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **National Homebuyer Activity**

The National Association of Realtors reported on 12/22/14 that sales of existing homes fell 6.1 % nationally to a seasonally adjusted annual rate of 4.93 million. That was down from a revised annual pace of 5.26 million in October. Over the past 12 months, sales have risen 2.1 %. According to the author, the decrease in sales represents the slowest pace of sales nationwide in six months.

The combination of higher home prices and relatively stagnant incomes has reduced affordability and restrained buying. A recent decline in mortgage rates has yet to lure more buyers into the market. At the same time, fewer distressed properties and bargains, which tend to attract investors, are coming onto the market. The Realtors estimate that 2014 sales will end up below 2013 levels.

Sales nationwide have slumped during much of 2013 after a 3-year rally that followed the recession and the implosion of the housing market. Harsh winter weather hurt home buying at the beginning of 2014. Lower affordability, resulting from tight credit, rising home prices and essentially flat incomes, held back sales for the rest of the year. November sales fell in all four major geographic regions: Northeast, Midwest, South and West. Buying activity fell over the past 12 months for homes worth less than \$250,000.

Some of the weakness in sales nationwide has resulted from a healthier market. Just 9 % of November 2014 was due to foreclosures and short sales, compared with 14 % in 2013. Purchases by investors were 15 % in November, compared with 19 % 12 months ago. This indicates that the market continues to recover from the housing bust, despite the absence of sales growth. There are signs that sales may improve in 2015. Mortgage rates have fallen sharply in the past few weeks, which should make homes more affordable. The nationwide average rate for a 30-year fixed mortgage dropped the third week of December to 3.8 %, from 3.93 % the previous week. That was the lowest level since May 2013. At the same time, consistent job growth has lowered the unemployment rate to 5.8 % from 7 % 12 months ago.<sup>39</sup>

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<sup>39</sup> Boak, John, AP. "U.S. Home Sales Hit Slowest pace in 6 Months in November." *Daily Herald Business*. Daily Herald Digital, 22 Dec. 2014. Web. 23 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **Illinois Homebuyer Activity**

The Illinois housing market saw November 2014 median prices rise 6.9% over previous-year levels while statewide home sales decreased 9.5% for the same period, according to the Illinois Association of REALTORS® in a report released December 22, 2014. In the 9-county Chicago Primary Metropolitan Statistical Area (PMSA), which includes DuPage County, home sales (single-family and condominiums) in November 2014 totaled 7,090 homes sold, down 8.8 % from November 2013 sales of 7,777 homes. The median price in November 2014 was \$182,000 in the Chicago PMSA, up 7.1 % from \$169,900 in November 2013. The median price in November 2014 was \$182,000 in the Chicago PMSA, up 7.1 % from \$169,900 in November 2013.<sup>40</sup>

“Illinois’ fourth coldest November on record had a negative effect on housing sales,” noted Geoffrey J.D. Hewings, Director of the Regional Economics Applications Laboratory of the University of Illinois. “While prices continue to improve, the sales forecast for the next three months indicates declines on a monthly and annual basis. Foreclosure sales continue to decline as a share of total sales; good news on the one hand but extending the time for return to pre-bubble levels.”<sup>41</sup>

### **2014 Housing Market Conditions and 2015 Illinois Housing Market Conditions Forecast**

According to Dr. Geoffrey J.D. Hewings, Director of the Regional Economics Applications Laboratory of the University of Illinois, the strong momentum for home sales in 2013 disappeared in 2014. In 2013, both Illinois and the Chicago PMSA experienced solid two-digit annual gains varying between 15.3 % and 39.1 % in each month. Not surprisingly, the sales growth achieved in 2013 — the highest since 2008 — would be hard to match. In 2014, sales growth was far more modest, between -9.2 % and 9.9 % for Illinois and between -12.0 % and 10.1 % for the Chicago PMSA.

A significant drop in foreclosed property sales was a primary factor in the decline in overall home sales in 2014. In the Chicago PMSA, monthly regular sales changed by -7.7 % to 5.6 % from a year ago, while foreclosed sales decreased by 14.3 % to 30.3 %. As for median sales

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<sup>40</sup> Sievers, Stephanie. "Illinois Median Home Prices Increase 6.9 % in November; Sales Decline 9.5%." *IAR News Room*. Illinois Association of Realtors, 22 Dec. 2014. Web. 23 Dec. 2014.

<sup>41</sup> Sievers, Stephanie. "Illinois Median Home Prices Increase 6.9 % in November; Sales Decline 9.5%." *IAR News Room*. Illinois Association of Realtors, 22 Dec. 2014. Web. 23 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

prices, both foreclosures and regular property sales contributed to robust gains in overall median prices. Foreclosed properties and regular properties respectively experienced year-over-year gains by 5.0 % to -14.2 % and 2.8 % to -18.8 % respectively since the beginning of 2014.

Dr. Geoffrey J.D. Hewings' forecast for 2015 Market Conditions includes the following: Median prices are forecast to continuously grow in 2015 but at a slower pace than 2014. On a year-over-year basis, these gains will range from 5.5 % to 10.1 % for Illinois and 3.7 % to 8.7 % for the Chicago PMSA. By December 2015, the median price is forecast to be \$169,878 in Illinois and \$199,021 in Chicago PMSA, an annual gain of 8.4 % and 8.6 % respectively. As a complement to the median housing price index (HPI), the REAL HPI forecast indicates more mixed growth trends in the months ahead. In Illinois, the REAL HPI (Jan 2008=1) is forecast to experience a growth rate between -3.5 % and 6.9 % for Illinois and -4.5 % to 9.5 % for the Chicago PMSA. REAL HPI takes housing characteristics into account and constructs comparable "baskets" of homes for each month.

Finally, Dr. Hewing's forecast predicts that sales will see more positive gains in 2015 compared to the sluggish growth in 2014. Annual growth in monthly sales is forecast to be between 1.94 % to 15.81 % for Illinois and -0.27 % to 13.22 % for the Chicago PMSA. If foreclosed sales are excluded, regular property sales in the Chicago PMSA will grow in a lower range between 1.09 % and 6.65 %.<sup>42</sup>

A wide variety of factors contributed to the decrease in affordability including higher home prices, lower wages, higher FHA mortgage insurance premiums and increased mortgage rates. The Illinois Association of Realtors Sales Figures reported that second quarter Median Home Sales Price rose 6.4% to \$233,000 and Median Income decreased 4.5% to \$72,400. Fortunately, the Average 30-Year Fixed Rate stayed relatively steady, rising only slightly to 4.12%. The Federal Reserve's decision to keep rates low because of weaker than expected economic conditions has kept mortgage rates in the low 4% range. Had rates increased to the forecasted 5% range, housing affordability would have been much lower.

The Federal Reserve's monetary policy will likely tighten in 2015, driving rates higher.

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<sup>42</sup> Hewings, Geoffrey, Dr. JJ. "2014 Housing Market Conditions -a Look Ahead to 2015." The Voice for Real Estate in Illinois. Illinois Association of REALTORS®, Dec. 2014. Web. 23 Dec

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The combination of higher interest rates, higher home prices and stagnant or slow rising wages will continue to drive affordability lower in the future.<sup>43</sup>

### Cost of Housing

	Base Year: 2000	Most Recent Year: 2010	% Change
Median Home Value	195,000	297,700	52.7%
Median Contract Rent	775	1,025	32.3%

**Table 33 – Cost of Housing**

Data Source: 2000 Census (Base Year), 2006-2010 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	7,224	9.4%
\$500-999	41,747	54.2%
\$1,000-1,499	21,742	28.2%
\$1,500-1,999	4,208	5.5%
\$2,000 or more	2,153	2.8%
<b>Total</b>	<b>77,074</b>	<b>100.0%</b>

**Table 34 – Rent Paid**

Data Source: 2006-2010 ACS

### Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,409	No Data
50% HAMFI	6,064	1,825
80% HAMFI	37,456	14,158
100% HAMFI	No Data	32,115
<b>Total</b>	<b>45,929</b>	<b>48,098</b>

**Table 35 – Housing Affordability**

Data Source: 2006-2010 CHAS

### Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom	5 Bedroom	6 Bedroom
Fair Market Rent <sup>1</sup>	727	826	979	1,248	1,455	1673	1892
High HOME Rent <sup>2</sup>	741	842	982	1,247	1,371	1495	1618
Low HOME Rent <sup>2</sup>	663	711	853	985	1,100	1213	1326

**Table 36 – Monthly Rent**

Data Source: "FY FMR and IL Summary System." *FY \$fmr\_year\$ FMR and FY \$il\_year\$ IL Summary Documentation System*. N.p., n.d. Web. 16 Dec. 2014.

<sup>43</sup> Olson, Debra. "Labor Day Housing Affordability Index." News You Can Use. DuPage Homeownership Center, 1 Sept. 2014. Web. 24 Nov. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **b. Is there sufficient housing for households at all income levels?**

To summarize the foregoing, affordable housing for all income levels has not yet been achieved. HUD defines cost burdened as families who pay more than 30 percent of their income for housing. Households paying such a high percentage of rent often times have trouble paying for other basic needs such as food, clothing, utilities, medical care, and additional expenses.<sup>44</sup>

### **c. How is affordability of housing likely to change considering changes to home values and/or rents?**

As the housing market improves owners may be less willing to rent single family homes at an affordable rate. HCV tenants are challenged to find an affordable unit due to various factors: personal credit history, income level, number of persons in the family unit, personal rental history (past evictions, etc.). When combined with a tight rental market, these additional risk factors may make it very difficult for person to find affordable units. DuPage County has areas that are designated as Opportunity Areas which are defined by the Illinois Housing Development Authority (IHDA) as places that have low poverty, high access to jobs and low concentrations of existing affordable rental housing. Because of this, the DHA has many individuals who use vouchers from other locations to move into the County's service area. Currently more than 800 persons have "ported – in" to DuPage County from other housing authorities.<sup>45</sup>

### **d. How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

For two decades, DuPage County has been experiencing significant and ongoing demographic change, marked by substantial increases in the number of residents with incomes that place them at or near the Federal Poverty Level. These changes are due to the characteristics of new county residents, as well as changes in the types of jobs available. This shift in the population characteristics in DuPage County is coupled with its status as the county with highest cost of living in Illinois. Together, these factors create an economically volatile situation that results in

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<sup>44</sup> U.S. Department of Housing and Urban Development (HUD), Community Planning and Development, "Affordable Housing." n.d. Web. 01 Dec. 2014.

<sup>45</sup> Sources: U.S. Department of Housing & Urban Development, Region V. DuPage Housing Authority. 2014 DHA Annual Report. Wheaton, IL: n.p., 2014. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

high stress levels, high levels of housing instability and other negative effects. Of course, these factors are all interrelated, and efforts to address them cannot operate in a vacuum. Further, as the population ages the increases in the number of seniors on fixed incomes also creates greater need for affordable and senior housing.

DuPage County sought and was granted a HUD waiver to allow rents to exceed FMR for ESG recipients due to the rising cost of rental units and low stock of housing meeting the established FMR standards and the housing needs of the target population. Households were being encouraged to rent at a few specific areas of the County with housing that would meet the FMR standards, rather than being able to make housing choices based on locations that met household needs and preferences. The waiver from the HUD Deputy Assistant Secretary for Special Needs in April 2014 for ESG recipients permits the County to fund housing units with rents up to, but not to exceed, 117% of the FMR. Thus households are able to select from a wider range of choices and the County has another opportunity to affirmatively further fair housing.

DuPage County compared HOME rents, Fair Market rents and the Area Median rent values finding that the Area Median Rent is higher than rent amounts eligible under the grant programs. See Figure MA-6. The waiver by HUD to extend the FMR for ESG recipients moved the households much closer to the actual rent costs faced in the DuPage County market.

	<b>Low HOME<sup>1</sup></b>	<b>High HOME<sup>2</sup></b>	<b>Fair Market Rent<sup>3</sup></b>	<b>Area Median Rent<sup>4</sup></b>
Efficiency no bedroom	663	741	727	775
1 Bedroom	711	842	826	881
2 Bedrooms	853	982	979	1044
3 Bedrooms	985	1247	1248	1331
4 Bedrooms	1100	1371	1455	1552
5Bedrooms	1213	1495	1673	
6 Bedrooms	1326	1618	1892	

**Figure MA-6**

**Data Sources:** "HUD USER." *50th Percentile Rent Estimates*. N.p., n.d. Web. 16 Dec. 2014.

"FY FMR and IL Summary System." *FY \$fmr\_year\$ FMR and FY \$il\_year\$ IL Summary Documentation System*. N.p., n.d. Web. 16 Dec. 2014.

"Hud Exchange." [https://www.hudexchange.info/reports/HOME\\_RentLimits\\_State\\_IL\\_2014.pdf](https://www.hudexchange.info/reports/HOME_RentLimits_State_IL_2014.pdf)

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The average home size in DuPage County is 3.3 persons according to the most recent Census, meaning the average and most frequent home size is between 2 and 3 bedrooms. The range of program eligibility costs and the Area Median Rent demonstrates the reach that households are making to find suitable housing.

DuPage County will continue to further fair housing by investing dollars from the HOME Investment Partnerships Program (HOME) fund of approximately 1 million dollars per year in affordable housing projects, though this yearly amount is dependent on Congressional appropriation. The County will also continue to partner with agencies that provide services to residents to further fair housing. HOPE Fair Housing Center is a partner agency in this effort. HOPE Fair Housing Center, a 501 c 3 established in 1968, is one of the country's leading fair housing organizations. HOPE serves 30 northern and north central counties in Illinois. HOPE works to create greater housing opportunities for all, ensuring that everyone has the chance to live in the community of their choice free from discrimination based on race, color, national origin, sex, disability, familial status, and any other characteristics protected under state and local laws. HOPE accomplishes this through education, outreach, enforcement, training and advocacy.

HOPE's goal is to ensure compliance with fair housing laws and achieve the Fair Housing Act's goal of truly balanced and integrated living patterns. HOPE furthers its goal through numerous services including individual complaint investigation and advocacy, systemic investigation and advocacy, education and outreach, and public policy initiatives. In 2013, HOPE added community development.<sup>46</sup>

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<sup>46</sup> Houghtaling, Anne V. "Mission & Services." *HOPE Fair Housing Center, West Chicago, Illinois, Anne V. Houghtaling, Executive Director*. N.p., n.d. Web. 18 Dec. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

As reported in the Program Year 2013 CAPER, the below table MA-7 summarizes the issues and numbers of complaints dealt with by HOPE in 2013.

HOPE FAIR HOUSING CENTER SERVICE STATISTICS									
	Calls *	No. of Complaints**	Further Testing Req.***	Filed with HUD	HUD Referral	Filed in Fed. Court	Ref. to Attorney	Settled/ Conciliated	Mediated/ Resolved
Rental	375	61	30	2	15	2	3	2	3
Sales	5	0	0	0	0	0	0	0	0
Insurance	0	0	0	0	0	0	0	0	0
Mortgage/ Lending	2	5	0	0	0	0	3	0	0
Accessibility/ Disability	120	35	10	1	0	2	3	2	3
Other	80	19	0	0	0	0	0	0	0
<b>Totals FY13</b>	<b>582</b>	<b>115</b>	<b>40</b>	<b>3</b>	<b>15</b>	<b>4</b>	<b>9</b>	<b>4</b>	<b>6</b>

**Figure MA-7**

In accordance with HUD regulations, a first detailed analysis of impediments to fair housing was completed in 1996. An update to the analysis of impediments was included in the Consortium’s 2004 Action Plan. That Analysis was updated in 2009 in conjunction with preparation of the 2010-2014 Consolidated Plan for Housing and Community Development. Following the 1996 analysis, the County entered into an ongoing contractual relationship with HOPE Fair Housing Center, Inc., a non-profit agency organized to promote fair housing and eliminate discriminatory practices in housing. In collaboration with HOPE, the County is addressing the impediments and implementing programs as summarized in pages 27-31, DuPage County Community Development Commission 2014 Action Plan.<sup>47</sup> The Analysis of Impediments is being updated in conjunction with this new Consolidated Plan, and will be posted on the Fair Housing Section of the County website.

During the reporting period of October through December, 2013 – HOPE expanded education and outreach to ESL populations in DuPage County. The google translate button on HOPE’s website allows HOPE to provide additional fair housing information to ESL students, and staff provided fair housing classes to ESL students representing 12 different native languages. HOPE gave technical assistance and collaboration with other DuPage County service organizations such as CHAD, DHAC, Bridge Communities, AIM-CIL, the Illinois Hunger Coalition and DuPage Habitat for Humanity.

<sup>47</sup> . U.S. DuPage County Consortium. 2014 Annual Element of the 2010-2014 DuPage County Consolidated Plan for Housing and Community Development. By CDC. Wheaton, IL: n.p., 2014. Print. 2014 Action Plan

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage Housing Action Coalition (DHAC) is a broad-based grassroots network advocating for affordable and fair housing in DuPage County. Each year at the DHAC Annual Meeting in January, DHAC identifies priority issues at the local, state, and national level, creating strategies for pushing forward these issues. For 2012, the issues identified included initiatives to unfreeze and protect dedicated funds for affordable housing, capital budget funding implementation, vacant property maintenance, restore funding for emergency and transitional housing program, and restore funding for homeless prevention program. The Coalition with its statewide partners has organized a number of successful legislative advocacy efforts over the years, including the Affordable Housing Planning and Appeal Act of 2003, and the Residential Tenants' Right to Repair Act of 2004 and the Federally Assisted Housing Preservation Act of 2004, the Illinois Rental Housing Support Program of 2005, and the Comprehensive Housing Planning Act of 2006. The Coalition also plans to seek increased funding levels in the Transitional Housing and Homeless Prevention program back to the level from the previous year barring any additional major funding cuts.

Concerted efforts to increase the availability of affordable housing in general and permanent supportive housing in particular have been surprisingly successful, given the generally high cost of housing in the County. Among these efforts are the following:

The DuPage Housing Authority (DHA) received \$36 million in 2011 as well as in 2012 to fund administrative operations and provide housing assistance to low-income individuals and families. As of December 2012, DHA subsidizes approximately 3,500 housing units to individuals and families. The 2014 DHA Annual Report states that in FY 2014, 2,948 units scattered throughout 35 different communities were leased to HCV program participants.

Community Housing Advocacy and Development (CHAD) works to create and fund affordable housing in the County. CHAD currently has over 400 units, the majority in DuPage County, of affordable apartments, condominiums, townhomes, duplexes, and single-family homes, including some barrier-free handicapped-accessible units, available for rent to low- and moderate-income families, primarily the working poor. Individuals are screened to meet income, credit, and background requirements. CHAD is another developer partner of the County under

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

the Neighborhood Stabilization Program (NSP) to develop additional rental housing for households below 50% of median family income. Overall, CHAD annually provides over \$700,000 in savings to its residents with lower-than-market rents. In addition, in 2013 CHAD provided an additional \$15,000 in homeless prevention funds to 20 families to assist them through their difficult financial times by forgiving a month or two of rent.

DuPage Homeownership Center (DHOC) assists first-time home buyers and low-income, single-parent and minority households through various programs, such as education for first-time home buyers, credit counseling, financial literacy training, and foreclosure prevention counseling. DHOC also links homebuyers to financing packages that help reduce interest charges, and thereby increase the purchasing power of low-income households. DHOC has developed a program called “Counselor in the Court.” This program is the result of collaboration between DHOC, lenders, and Chancery Court judges and is intended to educate homeowners on how to take charge of their situations, make use of available resources and remedies within existing systems and make informed decisions throughout the foreclosure process.

DuPage County and its partners also offer a range of direct services to help households at risk:

### **Housing and Emergency Rental Assistance**

The programs provide assistance within the County to avoid eviction and homelessness of those experiencing a short-term economic crisis or to quickly rehouse those who have become homeless. Assistance is not intended to be long-term; eligible households must document the ability to pay future rent and expenses through current income or through the development of a Personal Development Plan. The Homelessness Prevention Partnership arm of the Continuum coordinates funding and services across providing agencies. Homelessness prevention from any provider may make a household temporarily ineligible for assistance from another provider.

### **Illinois Home Weatherization Assistance Program (IHWAP)**

This program offers eligible households based on income levels the ability to save fuel and money by improving the energy conservation of the individual's home. A whole house energy audit is conducted to help determine which specific services are appropriate. Assistance may be

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

provided to seal cracks with weather-strip and caulk, insulate walls and attics, or repair or replace windows and doors. Furnace cleaning, safety checking, repair, or replacement is also provided along with help to install smoke detectors, carbon monoxide detectors and fire extinguishers in homes without them.

### **Low Income Housing and Energy Assistance Program (LIHEAP)**

The County administers the funding for this program and accepts and screens applications. LIHEAP is designed to assist low-income households by offsetting the rising cost of home energy through direct financial assistance, energy counseling, outreach and education. Emergency assistance is also available to eligible households whose utility service has been disconnected and for homeowners whose furnace is non-operational or determined unsafe to operate. Additionally, this program assists eligible senior citizens and families with children that are younger than five years old.

### **DuPage County Senior Services**

Provides information to County seniors (age 60 and older), their families and other community agencies on how to access programs, services and other benefits that are available to older individuals and their caregivers. Programs included in this service range from financial planning, legal services, transportation assistance, to a program that delivers home cooked meals. As the designated Case Coordination Unit for the County, this Unit also offers information on persons to remain living independently in the community, provides Adult Protective services and has advocates who seek to resolve complaints on behalf of persons who reside in long-term care or licensed assisted living facilities. In addition, it publishes the Senior Citizens Resource Directory (“Age Well DuPage”), the Long-Term Care Facilities Directory and the Senior Housing Directory. Senior Services is funded through DuPage County, the Illinois Department on Aging and the Northeastern Illinois Agency on Aging.

### **Shared Housing Program**

This program matches individuals who are seeking an affordable housing arrangement with residents wanting to share their homes. DuPage Community Services conducts background checks and reviews references. Homes that are shared must pass health, safety, and ADA

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

checks. The program provides guidance, advocacy, case management and support to both participants before, during, and after the match is made.

**Single Family Rehabilitation Program (SFR):** This grant program is available to eligible homeowners to address code violations, health and safety issues, accessibility needs, and lead based paint remediation.

### **Neighborhood Stabilization Program**

DuPage County has received an allocation of \$5,176,438 to be used for the purpose of acquiring and redeveloping foreclosed properties that might otherwise become sources of abandonment and blight within their communities. As of 12/16/13, the program had purchased 29 distressed properties, had completed rehabilitation on 27, and had sold 20 with seven more being held by CHAD as long term rental properties. The final two properties are in the process of rehabilitation; one will be sold, and the other will be held for rental.<sup>48</sup>

### **e. Discussion**

The need for affordable housing continues to grow, and the County reflects an emphasis on certain priorities that further affordable housing: On July 24, 2013, HUD published a Final Rule in the *Federal Register* on July 24, 2013 to amend the HOME Program regulations. These amendments to the HOME regulations represent the most significant changes to the HOME Program in 17 years. In order to share knowledge and expertise among peers in implementing the new Rules by the time of their staggered effective dates, as well as to receive technical assistance to meet more rigorous underwriting requirements, the CDC invited neighboring jurisdictions and others to become part of a Regional HOME Summit which includes members from the City of Chicago, Cook County, City of Evanston, Kane County, Lake County, and Will County; and representatives from the local CPD office and the Illinois Housing Development Authority (IHDA). The HOME Summit has met at least quarterly over the last two years.

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<sup>48</sup> DuPage County Community Development Commission. "2014 Action Plan." DuPage County IL Official Website. N.p., 20 Mar. 2014. Web. 25 Nov. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **An emphasis on new construction of rental housing**

Projects that produce a net increase in the supply of rental housing, rather than simply changing the affordability level, or preserving existing rental stock, are given the highest multiplier during the application process for new projects.

### **An emphasis on homeownership opportunities**

Projects that provide homeownership opportunities for low-income families, thereby permanently impacting the families' opportunities for self-sufficiency, are also given the highest multiplier.

### **An emphasis on projects serving vulnerable populations**

Additional multipliers are also given for projects serving:

- Individuals at the lowest income levels
- Persons with disabilities
- Persons with mental illness
- Persons with addiction issues

All projects seeking new funds to support affordable housing are subject to this evaluation process. In addition to the above priorities, the County also recognizes the importance of preserving the affordable housing stock. This additional emphasis on preservation is accomplished by the Consortium's cost benefit approach to project selection, which recognizes the cost effectiveness of preserving the existing stock.

The DuPage Community Development Commission also encourages geographic distribution of affordable housing opportunities to promote locational choice in the development of affordable housing in the DuPage County area. This policy is promoted in the implementation of the Community Development Block Grant (CDBG) Program and the HOME programs.

The criteria used to select projects for funding have been designed to promote locational choice for low and moderate income persons by encouraging affordable housing outside of areas of affordable housing concentration and outside of neighborhoods of low-income concentration.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Project applications that propose new construction of affordable housing or otherwise add to the affordable housing stock will be evaluated for the suitability of the proposed site. Although a variety of issues will be examined, of particular note will be the impact of the proposed project on increasing concentrations of affordable units and low-income persons.

The extent of this evaluation will depend on the activity being proposed and general demographic information about the proposed location. The County has updated its maps and demographic information on which this policy is based. Qualifying proposed projects that will be located in areas that currently have a concentration of low income persons and/or affordable units or will otherwise add to or create such a concentration, will receive fewer points in the selection process for HOME and CDBG applications. If the concentration effect is severe, such projects may be determined as inconsistent with the geographic distribution policy and, therefore, ineligible for funding. For more detailed information about affordable housing in DuPage County the DuPage County Division of Community Services should be contacted.

### **4. Condition of Housing**

#### **a. Introduction**

The condition of housing stock in DuPage County is slowly aging with almost 60% of all owner and renter occupied homes over 30 years old. As the housing stock continues to age, without proper maintenance and rehabilitation, the percentage of units facing unsuitable conditions will continue to rise. This often occurs in areas of lower income where the funds needed to repair units are not available. Suitable and affordable living conditions are basic needs every resident of the County deserves, and home repairs can become costly to fix.

According to the 2006-2010 American Community Survey, 32% of owner-occupied, and 42% of rental units reported at least one condition in need of repair. Data was not available to break down the number of households that would be considered low-income, but with an estimated 226,585 residents qualifying as low income in the County, a reasonable assumption can be made that at least a third of these residents would live in a home in need of repair.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **b. Definitions**

**Substandard Condition:** A blighted structure was defined under the Neighborhood Stabilization Program to mean a structure that (a) is abandoned; (b) meets the definition of “Unsafe Structure” under the DuPage County Building Code, effective January 1, 2007, which is: Any building or structure which constitutes a fire hazard, or is in danger of collapse, explosion, or otherwise threatens the public health, safety or welfare, or which has become deficient in adequate exit facilities, or which involves an illegal or improper use, occupancy or maintenance, or any vacant building or structure unguarded, unsecured or open and accessible to the public at door or window; and (c) is not able to be restored to a safe condition. DuPage County would consider such structures to also be substandard.

**Substandard Condition but suitable for rehabilitation:** There are few blighted structures in DuPage County that could not be rehabilitated if sufficient resources were available. DuPage County and the municipalities within DuPage County have active building inspection and code enforcement programs to prevent structures from becoming impossible to rehabilitate. For the purposes of programs funded by this Consolidated Plan, however, rehabilitation must take place within the regulatory caps set by the funding source, as well as within the policy guidelines of the CDC.

### **c. Conditions of Units**

Table 37 displays the number of housing units, by tenure, based on the number of conditions the unit has. Selected conditions include lacking complete plumbing facilities, lacking complete kitchen facilities, more than one person per room and a cost burden of greater than 30%. The table also calculates the percentages of total units that the category represents.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Conditions of Units**

<b>Condition of Units</b>	<b>Owner-Occupied</b>		<b>Renter-Occupied</b>	
	<b>Number</b>	<b>%</b>	<b>Number</b>	<b>%</b>
With one selected Condition	82,576	32%	32,400	42%
With two selected Conditions	1,597	1%	2,212	3%
With three selected Conditions	184	0%	86	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	171,646	67%	42,376	55%
<b>Total</b>	<b>256,003</b>	<b>100%</b>	<b>77,074</b>	<b>100%</b>

**Table 37 – Condition of Units**  
Data Source: 2006-2010 ACS

**Year Unit Built**

<b>Year Unit Built</b>	<b>Owner-Occupied</b>		<b>Renter-Occupied</b>	
	<b>Number</b>	<b>%</b>	<b>Number</b>	<b>%</b>
2000 or later	20,002	8%	6,200	8%
1980-1999	85,542	33%	25,321	33%
1950-1979	125,262	49%	39,502	51%
Before 1950	25,197	10%	6,051	8%
<b>Total</b>	<b>256,003</b>	<b>100%</b>	<b>77,074</b>	<b>100%</b>

**Table 38 – Year Unit Built**  
Data Source: 2006-2010 CHAS

**Risk of Lead-Based Paint Hazard**

<b>Risk of Lead-Based Paint Hazard</b>	<b>Owner-Occupied</b>		<b>Renter-Occupied</b>	
	<b>Number</b>	<b>%</b>	<b>Number</b>	<b>%</b>
Total Number of Units Built Before 1980	150,459	59%	45,553	59%
Housing Units build before 1980 with children present	5,350	2%	157,967	205%

**Table 39 – Risk of Lead-Based Pain**  
Data Source: 2006-2010 ACS (Total Units), 2006-2010 CHAS (Units with Children)

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Vacant Units**

	<b>Suitable for Rehab</b>	<b>Not suitable for Rehab</b>	<b>Total</b>
Vacant Units	20,838		20,838
Abandoned Vacant Units	N/A		
REO Properties	1,560		1,560
Abandoned REO Properties	N/A		

**Table 40 – Vacant Units**

**Data Source: 2012 American Community Survey 5 year estimate vacant units  
Realty Trac December 23, 2014 lists 1,560 REO properties in DuPage County**

**d. Need for Owner and Rental Rehabilitation?**

**Single Family Rehabilitation Program (SFR):**

The County addresses the need for owner rehabilitation by providing a grant of up to \$15,000 to address code violations, health & safety issues, and accessibility issues. This rehab program was recently approved for revisions by the HOME Advisory Group (HAG) in an effort to better accommodate rehab needs in a timelier manner. These changes will also allow for better coordination with the County’s Weatherization program, as many of the common rehab needs are items that have already been bid under the Weatherization program. Preferences in processing will be given to households with seniors (age 62+) or a household member with disabilities as defined in the revised Community Development Commission Underwriting Standards – Rehabilitation Program. A complete list of eligible and ineligible activities is found in the CDC Underwriting Standards – Rehabilitation Program. If lead based paint must be abated or encapsulated, additional funds up to \$10,000 may be utilized for the lead paint work, in accordance with the CDC Lead Based Paint Policy.<sup>49</sup> This program is funded with CDBG in the urban County and with HOME funds in the City of Naperville. Because the HOME program regulations require that the entire property be brought up to code, in Naperville only housing units that can be brought up to code may participate in the owner-occupied rehabilitation program and may not receive “spot” rehabilitation.

**e. Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

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<sup>49</sup> U.S. HOME Advisory Group. Community Development Commission. Memo Adoption of Revision to Underwriting Standards for Rehabilitation Programs. By Mary A. Keating. Wheaton, IL: December 2, 2014. Print. November 17, 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The Center for Disease Control (CDC) states the exposure to lead paint by children is the greatest risk in homes constructed before 1978. No safe blood lead level in children has been identified. Even low levels of lead in blood have been shown to affect IQ, ability to pay attention, and academic achievement. And effects of lead exposure cannot be corrected. Lead based paint hazards continue to be an issue the County faces as the housing stock slowly is rebuilt and homes containing lead are demolished. It is difficult to estimate the number of homes containing lead based hazards because data provided from the most recent US Census does not specifically ask if a dwelling was built before or after 1978, the year lead paint was banned.

An analysis of the total population, low-mod population, average home size, housing and rental stock built before 1980 produces a rough estimate of 45,317 low-mod homes, or 135,951 individuals facing potential lead paint based problems. This number did not assume a larger population of low-mod individuals would be living in older units, which could potentially increase the number substantially. However, data provided is broken up into decades, while lead paint was banned in 1978, possibly lowering the total number of lead paint households in the calculation. In most cases, the paint has been covered or remediated, but points of friction and cracking paint can still create a dangerous home to live in and is expensive to remediate.<sup>50</sup> However, despite these high potential numbers, the actual incidence of lead poisoning, as reported by the DuPage County Health Department, is relatively low. Lead testing of owner occupied homes coming into the DuPage County owner occupied rehab program shows actual incidence of lead based paint to be low, as well. Lead based paint is occasionally discovered on doors, window trim, and exterior trim work, and seldom throughout the entire house. Nonetheless, because the estimate of potentially affected homes is high, the County will continue to be prepared to deal with these hazards. In order to address this issue, the County has developed a two-part strategy that is described below.

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<sup>50</sup> Methodology: (Estimated individuals living in a home with lead hazards / total population) = (Estimated % of individuals living in households with lead hazards \* population of low-income residents) = (Estimated number of low-income residents living in homes with lead hazards / average home size) = Estimated low-income households living in homes with lead paint hazards  $538,036/897,805 = .60 * 8226,858 = 135,951/3 = 45,317$

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **PUBLIC EDUCATION AND SCREENING**

DuPage County experiences relatively few incidents of lead poisoning due to the large volume of newer housing in the county and effective regulations that address this issue. The Illinois Department of Public Health – Childhood Lead Poisoning Prevention Program has primary responsibility for the education and screening activities relating to lead hazards. They provide four types of services, as described below, and will continue to provide these services throughout the period of this plan.

**Public Information:** The Illinois Department of Public Health provides information to the general public about the dangers of lead poisoning and how residents can address the issue. Flyers are provided on request, and distributed through its Childhood Lead Prevention program.

**Testing for Lead Hazards in the Home:** Testing is done in cases where a lead hazard is suspected, or when a child's blood lead level meets the threshold to require the environmental testing.

**Screening for Elevated Blood Levels:** Where tests produce evidence of children being exposed to lead hazards, the Illinois Department of Public Health will screen children for lead poisoning.

**Counseling:** When lead hazards are present or when there are positive tests for lead poisoning, counseling for the family is made available.

As part of the process in determining the needs and related goals of the 2015-2019 Consolidated Plan, DuPage County, through its Community Development Commission, conducted a survey with local nonprofit agencies and residents in the County that included determining the need for lead paint remediation. The survey results indicated the availability outweighs the current need, making this a low priority for funding dollars. However, the County recognizes that this issue is often times overlooked and residents are unaware a problem even exists.

### **Lead Hazard Evaluation and Reduction in Existing Housing Programs**

HUD's Lead Safe Housing Rule, 24 CFR 35, took effect on September 15, 2000. These regulations form the basis of standards for addressing lead hazards in existing housing programs.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Additionally, the U.S. Environmental Protection Agency's 2008 Lead-Based Paint Renovation, Repair and Painting Program Rule became fully effective April 22, 2010. The new rule requires contractors, property managers and others paid to replace windows or renovate residential houses, apartments and child-occupied facilities built before 1978 to be certified by the U.S. Environmental Protection Agency (EPA). The following outlines the County's procedures for the implementation of these standards.

**Assessment and Hazard reduction in Owner Occupied Rehab** - Homeowners are provided informational brochures on lead safe renovation. For homes built prior to 1978, an XRF Lead Risk Assessment is conducted by a certified assessor. If lead is present, a grant of up to \$10,000 is offered to provide appropriate lead remediation, which is performed by properly licensed workers. Lead clearance testing is conducted.

**Assessment and Hazard Reduction in Multi-Family Rehab** - The application for HOME and CDBG rehabilitation funding documents the age of the structure to be rehabbed. For structures built prior to 1978, the applicant is required to include the results of lead testing with the application for funding. Proper lead remediation must be part of the project and clearance testing conducted. Lead clearance testing must be completed.

**Homebuyer Programs, Rapid Re-Housing and Homelessness Prevention** – each of these programs requires some level of visual inspection for units constructed prior to 1978 with properly performed remediation of any identified deteriorating paint.

### **5. Public and Assisted Housing**

#### **a. Introduction**

The DuPage Housing Authority (DHA) is responsible for administration of public programs and funds to improve housing assistance options in DuPage County. It provides rental assistance vouchers through a program funded by the U.S. Department of Housing and Urban Development. The Housing Choice Vouchers allow income eligible families, individuals, elderly persons, and persons with disabilities to live in decent, affordable rental units. The DHA operates only a rental assistance program and owns no public housing.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Totals Number of Units**

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project based	Tenant based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	0		2,693	161	2,532	0	60	0
# of accessible units									
<b>*includes Non-Elderly Disabled, Mainstream Five-year, and Nursing Home Transition</b>									

**Table 41 – Total Number of Units by Program Type**

**Data Source:** PIC (PIH Information Center)

**b. Describe the supply of public housing developments:**

The DuPage Housing Authority operates only a rental assistance program and owns no public housing. The primary service of the DHA is to provide safe, decent, sanitary and affordable housing to eligible households through the operation of the Housing Choice Voucher (HCV) program. The HCV program allows eligible individuals or families to lease a housing unit suited to their household size with any landlord. The landlord agrees to participate in the program and to maintain the housing in compliance with the Housing Quality Standards required by HUD.

**c. Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

DuPage Housing Authority operates only a rental assistance program and owns no public housing.

Public Housing Condition

Public Housing Development	Average Inspection Score
N/A	N/A

Table 42 – Public Housing Condition

**d. Describe the restoration and revitalization needs of public housing units in the jurisdiction:**

The DHA operates only a rental assistance program and owns no public housing.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**e. Describe the public housing agency’s strategy for improving the living environment of low and moderate income families residing in public housing:**

The DHA operates only a rental assistance program and owns no public housing.

**6. Homeless Facilities and Services**

**a. Introduction**

The following Section discusses the facilities, housing, and supportive services available that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, and veterans and their families. The services include both targeted services to vulnerable populations and mainstream services such as health, mental health, and employment services.

**Facilities Targeted to Homeless Persons**

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	*54	**3	*350	*190	
Households with Only Adults	*111	**16	*140	*146	
Chronically Homeless Households				*165	
Veterans			*5		
Unaccompanied Youth	8				

**Table 43 – Facilities Targeted to Homeless Persons**

**Data Source:** Source: DuPage County HMIS data. Domestic Violence shelter beds are included. \* Housing Inventory Count (HIC); \*\* Point In Time (PIT) DuPage County Continuum of Care." *DuPage County Continuum, 1/29/14.*

**b. Describe the mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons.**

DuPage County offers many mainstream services with its community partners to complement and support services targeted to homeless persons. Figure MA-8 below offers examples of such services.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Mainstream Services with Community Partners**

<b>CATEGORY</b>	<b>COMMUNITY PARTNER</b>	<b>RESOURCES</b>
Ethnic/Multicultural	World Relief	Resources and training for cultural sensitivity
Physical health	<u>Access Addison Family Health Center</u>	Federally Qualified Health Center (FQHC)
Physical health	<u>Hamdard Center for Health and Human Services - Federally Qualified Health Center FQHC</u>	Primary medical care
Physical health	VNA Health Center - DuPage, Bensenville FQHC	Primary medical care
Physical health	<u>VNA Health Center - DuPage, Carol Stream FQHC</u>	Primary medical care
Physical health	<u>VNA Health Center - Aurora FQHC</u> Not in DuPage County but serves DuPage County residents	Primary medical care
Physical health	VNA Health Center - Will/DuPage, Bolingbrook FQHC Not in DuPage County but serves DuPage County residents	Primary medical care
Physical health	<u>Community Nurse Health Association FQHC</u> Not in DuPage County but serves DuPage County residents	Primary medical care
Physical health	Access DuPage	Coordinate medical and dental care
Mental Health	Metropolitan Family Services	Psychiatric / behavioral health/medication services
Substance Abuse	Gateway, Abraxas, SHARE	Outpatient substance abuse treatment
Substance Abuse	Serenity House	Residential substance abuse treatment
Social Services	IL Dept. of Human Services	Food Stamps, Medicaid, and All Kids insurance
Social Services	Youth Outlook	Provide drop in centers for LGBTQ youth, provide training to professionals working with these youth.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Social Services	Sharing Connections	Donations of toiletries and clothing at entry and bedding and furniture at exit to participants.
Youth Services	Wheaton Youth Outreach 360 Youth Services	Mainstream services for pregnant and parenting youth. Mainstream services, shelter and transitional living for homeless youth ages 13-24.
Justice System	DuPage County Probation and Court Services	Referrals of released offenders to divert them from homelessness.
School System	DuPage County Regional Office of Education	Facilitate school placement, mediate disputes and ensure education rights of homeless youth are met.
Legal Services	Prairie State Legal Services	Free legal representation and assistance
Education	College of DuPage	GED, core college classes, post-secondary and vocational education
Employment	IL Dept of Employment Security	Career preparation and job counseling.
Employment	WorkNet DuPage - Workforce Development Division	Vocational training programs such as computer technician, HVAC and culinary arts.

**Figure MA-8**

**Data Source:** Lijewski, Peg. "Question Please!" Message to the author. 04 Dec. 2014. E-mail.  
Lijewski, Peg. "FW: More Info." Message to the author. 02 Dec. 2014. E-mail.

**c. List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth.**

DuPage County incorporates the Opening Doors goals and strategies in its local Consolidated Plan and Continuum of Care (CoC) Plan to End Homelessness. The CoC has emphasized homeless prevention assistance and developed housing options for the chronically homeless, veterans, families and unaccompanied youth.

CHRONIC – There are 335 Permanent Supportive Housing beds which have been developed in the last ten years. Of these, 176 are chronic beds. Facilities for chronic individuals are operated by DuPage PADS and the DuPage County Health Dept. Facilities for chronic families are operated by Catholic Charities and DuPage PADS. All facilities include case management and support services.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

CHRONIC FAMILIES– DuPage PADS and Hope House shelters coordinate their efforts with the homeless prevention/rapid rehousing providers to divert shelter stays for families whenever possible. Homeless Prevention restored housing to 1340 households in 2013. There is an emphasis on immediate alternative accommodations when possible. DuPage PADS has a case manager providing outreach visits to unsheltered locations and to families in motels. Families who call directly for housing assistance are connected to a 24 hour housing hotline to access housing stability. Intake process facilitates direct entry of unsheltered families with children. The DuPage CoC has developed 53 permanent supportive housing units for families.

VETERANS - The DuPage CoC partners with several veterans' organizations and a veteran is a representative on the CoC Leadership committee. The Midwest Shelter for Homeless Veterans is a primary provider of veterans housing and services. They operate the only VA grant and per diem housing program in DuPage County and were awarded an SSVF grant in June 2013. There are no HUD VASH vouchers allocated to DuPage County. Veterans also receive services from Hines Veterans Hospital for both medical care and case management. The Dept. of Veterans Affairs at Hines hospital is a critical linkage providing primary medical, psychiatric, and substance abuse treatment. They visit the shelters to meet homeless veterans and explain programs and benefits. The DuPage County Veterans Assistance Commission provides onsite shelter visits, gas and food vouchers, vehicle repairs, and housing referrals. The IL Dept of Veterans Affairs helps apply for veterans benefits/entitlements such as pension, disability, etc.

UNACCOMPANIED YOUTH - DuPage CoC has Cornerstone emergency shelter for unaccompanied male children ages 13-17 with support services and housing placement. 360 Youth Services operates a transitional living program for homeless males ages 18-24 and homeless female youth 18-21 who are not pregnant or parenting. Childserv provides three group homes for homeless children under 18 (2 for girls and 1 for boys) and Wheaton Youth Outreach provides transitional housing for homeless pregnant girls or girls with children. Only one program is HUD funded. The DuPage CoC is supporting the applications of agencies for the federal homeless and runaway youth grant competitions and other funding sources to increase capacity for youth. 360 Youth Services was a successful applicant in 2007 and 2013 for transitional living for homeless youth. These programs work with the DuPage homeless shelter

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

providers to meet a specialized need in homeless services which is not duplicated by any of these other service providers.

Community Services Block Grant funding is provided for homeless services totaling \$175,427 in program support and \$75,000 in client assistance that aids the operation of the daytime client services site, emergency shelter operations, homeless prevention assistance, and food pantries. The CoC Grants Funding Committee works closely with DuPage County Community Development to develop criteria for awarding of CDBG and ESG funding. Proposed funding is then approved by the CoC Leadership Committee. As a result of this participation and coordination, DuPage County has committed \$329,000 in 2014 CDBG funds to provide public services to homeless persons and capital improvements for service providers to homeless persons. The County continues to devote nearly all its public service cap under CDBG to homeless services such as shelter and transitional housing. 5 CoC members entered into agreements with the County to administer 2013 ESG funds for homeless prevention and rapid re-housing; a program to continue in 2014. 3 CoC shelter providers are also funded under ESG, as well as a street outreach program. HOME funds have been committed to a Tenant Based Rental Assistance Program with a preference for homeless and disabled persons.<sup>51</sup>

### **7. Special Needs Facilities and Services**

#### **a. Introduction**

The 2014 Continuum of Care Point in Time Survey indicated an unmet need for nearly 300 units/beds to meet the actual supportive housing needs of those sheltered the night of the count. Housing the chronically homeless continues to be difficult, as such a large percentage of the DuPage County chronically homeless population presents a combination of mental illness, other disability, substance abuse, and/or criminal background. For these reasons, DuPage County continues to utilize nearly all of its CDBG public service dollars for agencies providing facilities and services to the special needs populations.

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<sup>51</sup> Lijewski, Peg, Consultant to DuPage Continuum of Care. "Question Please!" Message to the author. 04 Dec. 2014. E-mail.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**b. Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs.**

Persons with special needs are the elderly and frail elderly, persons with severe mental illness, persons with disabilities, persons with addiction disorders, persons with AIDS and related diseases, families, single custodial parents, and youth. These groups are not necessarily at greater risk of becoming homeless, but may require supportive housing and services. An estimated 15 persons were reported with HIV/AIDS in DuPage County in 2013. Over a five-year period from 2009-2013, the median number reported per year was 18.<sup>52</sup>

2009-2013 American Community Survey 5-Year Estimates for persons with disabilities shows overall disability status at 4.8% of the populations with hearing difficulty at 3.3%; vision difficulty at 3.5%; cognitive difficulty at 3.7%; ambulatory difficulty at 3.8%; self-care difficulty at 3.7%; and independent living difficulty at 3.6%. For further detail on meeting the needs of persons with special needs please refer to the Needs Assessment Section in this planning document.<sup>53</sup>

**c. Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

The CoC coordinates with DuPage County Health Department staff using the discharge policy guidelines contained in the Continuity of Care agreement with the Illinois Dept. of Mental Health. These policies ensure persons are not discharged into homelessness. The DuPage County Health Department provides discharge planning services to any resident being released from state hospitals, or state funded community hospital beds with their Linkage and Aftercare program funded by county tax revenues. These persons are typically uninsured and at risk of homelessness upon discharge. Aftercare staff visits the unit within 24 hours of admission and begin work on a discharge plan which includes housing, medications, psychiatric services, etc.

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<sup>52</sup> "Under the Microscope HIV/AIDS." CD Review 9 (Dec. 2013): Issue 2. DuPage County Health Department. DuPage County Health Department, Dec. 2013. Web. 12 Dec. 2014

<sup>53</sup> LePage, Christina, Assistant Director, Community Health Resources, DuPage County Health Department. "RE: FY2015-2019 HUD Consolidated Plan - Question Please." Message to the author. 12. Dec. 2014. E-mail.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Persons routinely enter residential programs for the mentally ill that are state funded and operated by the DuPage County Health Dept., Ray Graham Association, Association for Individual Development, and the National Association for the Mentally Ill DuPage (NAMI DuPage) chapter.

The Continuity of Care agreements are administered by Regional Mental Health offices to ensure that every geographic area has an organized plan for assuring that 100% of persons triaged or discharged from the state hospital have an identified location and access to follow-up services. The agreements were revised in December 2005 with new language noting it is best practice not to discharge into homelessness. In DuPage County, the DuPage County Health Department is the Continuity of Care provider and operates housing programs that are state funded, not McKinney Vento funded. The DuPage Aftercare program typically has staff on the unit in every local state institution and the four major community hospitals every day. They provide discharge planning to housing.<sup>54</sup>

**d. Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one year goals.**

DuPage County identifies persons who are not homeless but as having other special needs to include the elderly and frail elderly, persons with severe mental illness, persons with disabilities, persons with addiction disorders, persons with AIDS and related diseases, families, single custodial parents, and youth. These groups are not necessarily at risk of becoming homeless, but may require supportive housing and services.

The CDC plans to undertake activities through its funding programs and services during the next year to attempt to achieve the following one-year goals to address the housing and supportive services needs with respect to persons who are not homeless but have other special needs which

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<sup>54</sup> Lijewski, Peg, Consultant to DuPage Continuum of Care. "Question Please!" Message to the author. 04 Dec. 2014. E-mail.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

is formulated in the following Figure MA-9. The following goals have guided our collaborative community efforts for several years and continue to be relevant.

### **Goals for Serving Special Needs Persons who are not Homeless**

#### **Elderly**

- Goal 1: Increase the supply of affordable housing for the elderly
- Goal 2: Increase availability of support services for the frail elderly and ensure these services are easily accessible
- Goal 3: Support a continuum of services to maintain independent living in order to prevent premature institutionalization
- Goal 4: Increase availability to affordable housing and improve access to services to combat homelessness
- Goal 5: Fill gaps in elderly service provision to maintain independent living and geographic distribution of these services

#### **Persons with Disabilities** Goal 1: Ensure transportation is accessible, affordable and available

- Goal 2: Integrate supportive housing into the community (i.e. not separated into special buildings or developments)
- Goal 3: Improve accessibility of public buildings
- Goal 4: Provide job training and case management, and increase recreational services

#### **Persons with Alcoholism and Other Addictions**

- Goal 1: Reduce the health and social costs to County by improving access to addiction treatment
- Goal 2: Expand residential and out-patient treatment capacity
- Goal 3: Educate and promote awareness of prevalence of substance abuse and its effects throughout County, efficacy of treatment and prevention programs
- Goal 4: Increase access to HIV/AIDS screening and treatment
- Goal 5: Expand employment and homeless services for recovering addicts

#### **Families at Risk** Goal 1: Expand affordable housing

- Goal 2: Provide rent and mortgage assistance to families at risk of homelessness
- Goal 3: Establish substance abuse prevention programs and services
- Goal 4: Establish programs for youth, particularly latchkey children
- Goal 5: Expand non-traditional day care for sick children, infants, people with disabilities and provide respite care for parents of children with emotional and behavioral disorders

#### **Victims of Domestic Violence**

- Goal 1: Expand shelter capacity
- Goal 2: Expand support services such as group counseling, legal advocacy, community education, children's programs, 24-hour hot line and prevention services

#### **Youth**

- Goal 1: Expand facilities to house homeless youth
- Goal 2: Establish programs to avoid homelessness

#### **Persons with AIDS and Related Diseases**

- Goal 1: Improve access to counseling, medical help, nutritional and other health services

#### **Persons with Severe Mental Illness**

- Goal 1: Increase services and supportive housing

**Figure MA-9**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **8. Barriers to Affordable Housing**

#### **a. Describe any negative effects of public policies on affordable housing and residential investment.**

In developing a strategy for the creation of affordable housing, multiple barriers have been identified:

#### **Local Planning and Zoning**

Zoning regulations are divided up between each municipality across the Consortium boundaries. Each municipality has different regulations, and depending on the community, the opportunities to construct affordable housing are sometimes limited. The County encourages all municipalities to incorporate zoning regulations and long term planning efforts to further affordable housing in all areas of the community. These types of planning and zoning changes can often receive negative backlash from the community and form “NIMBY, not in my back yard” thoughts that make it difficult for changes to take place.

#### **Building Codes**

Building regulations are essential to protect the health and safety of citizens and the welfare of the community. Municipalities administer building regulations within their borders, and the County administers building regulations in the unincorporated areas.

Actions that can be taken by individual jurisdictions to further affordable housing and help minimize any negative impacts of restrictive building codes may include the following:

-Encouraging fast-track or one-stop permit processing. Such a process has become more difficult during the past few recessionary years as many municipalities have outsourced permitting and inspections, causing additional delays in processing.

-Promoting the use of time-saving and cost-saving techniques within reasonable health and safety parameters

-Providing technical assistance, information and other support to local communities

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

-Encouraging affordable housing by using development controls (i.e., the zoning ordinance and subdivision regulations) to pursue this goal

### **Fragmented Local Government Structure**

The land area of DuPage County is governed by 39 independent municipalities, and County government for the unincorporated areas. A five-year strategy for addressing affordable housing issues would not be complete without some discussion of the complexity that results from the cumulative impact of land use and development decisions that are made by multiple units of government. This complexity, seen here as a possible obstacle that will need special attention in the formulation of strategies, can contribute to housing affordability problems in multiple ways.

First, independent units of local government, each governing a relatively small portion of the Consortium area, make it difficult to plan for housing diversity and balance with job growth. Communities that have concentrations of affordable housing will plan for increasing diversity by encouraging less affordable housing. Communities with shortages of affordable housing often find it difficult (due to market forces and community attitudes) to plan for lower cost housing.

Additionally, implementing strategies to address affordable housing needs is difficult in an environment with multiple independent units of government. For example, incentives for affordable housing production, if implemented in only one or two municipalities and not comprehensively, may not have the effect they intend. A positive incentive (attractive to developers) may result in such housing being concentrated in a few areas rather than countywide. A negative incentive (such as extra requirements to encourage more affordable housing) may simply not be effective since builders can just go to other jurisdictions. Therefore, the development of strategies for encouraging new affordable housing opportunities requires a cooperative approach.

The countywide planning process, mentioned above, is a framework for such an approach, but it is clear that the implementation of strategies will need to encourage all units of government to participate in the solution.

**9. Non-Housing Community Development Assets**

**a. Introduction**

DuPage County actively maintains non-housing community development assets from County general funds or through public-private partnerships. This enables DuPage County to leverage the outcomes obtained through use of the funds governed by this Consolidated Plan. Specific examples are two non-profit organizations started by and supported through County general funds: *Giving DuPage* – which builds capacity in the non-profit community and promotes giving and volunteerism and *Choose DuPage* – the economic development engine of DuPage County.

**b. Economic Development Market Analysis**

DuPage County does not utilize the resources governed by this Consolidated Plan for economic development. *Choose DuPage* is the driving force for DuPage County economic development and has been created to leverage economic growth for the benefit of County businesses and residents. The goals of *Choose DuPage* are to:

- Support local municipal economic development initiatives
- Grow, retain, and attract businesses
- Address policy issues critical to the needs of business

*Choose DuPage* is dedicated to establishing DuPage County as a premier global business location by working to expand and diversify the DuPage County economy through actions that stimulate business investment in its communities and generate desirable employment opportunities for its residents.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### c. Business Activity

<b>Business Activity</b>					
<b>Business by Sector</b>	<b>Number of Workers</b>	<b>Number of Jobs</b>	<b>Share of Workers %</b>	<b>Share of Jobs %</b>	<b>Jobs less workers %</b>
Agriculture, Mining, Oil & Gas Extraction	523	519	0	0	0
Arts, Entertainment, Accommodations	31,081	34,009	9	8	-2
Construction	12,689	17,692	4	4	0
Education and Health Care Services	52,502	60,922	16	14	-2
Finance, Insurance, and Real Estate	28,020	31,375	8	7	-1
Information	8,015	10,634	2	2	0
Manufacturing	35,758	45,436	11	11	0
Other Services	13,266	16,051	4	4	0
Professional, Scientific, Management Services	40,736	56,503	12	13	1
Public Administration	359	366	0	0	0
Retail Trade	40,566	50,933	12	12	0
Transportation and Warehousing	15,257	18,902	5	4	0
Wholesale Trade	25,602	44,966	8	10	3
Total	304,374	388,308	--	--	--

**Table 45 – Business Activity**

**Data Source:** 2006-2010 ACS (Workers), 2010 Longitudinal Employer-Household Dynamics (Jobs)

### Labor Force

Total Population in the Civilian Labor Force	428,533
Civilian Employed Population 16 years and over	398,008
Unemployment Rate	7.12
Unemployment Rate for Ages 16-24	20.82
Unemployment Rate for Ages 25-65	4.86

**Table 46 – Labor Force**

**Data Source:** 2006-2010 ACS

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### Occupations by Sector

Occupations by Sector	Number of People
Management, business and financial	117,170
Farming, fisheries and forestry occupations	17,221
Service	28,825
Sales and office	69,602
Construction, extraction, maintenance and repair	27,216
Production, transportation and material moving	20,716

**Table 47 – Occupations by Sector**  
Data Source: 2006-2010 ACS

### Travel Time

Travel Time	Number	Percentage
< 30 Minutes	211,498	57%
30-59 Minutes	117,578	32%
60 or More Minutes	41,493	11%
<b>Total</b>	<b>370,569</b>	<b>100%</b>

**Table 48 – Travel Time**  
Data Source: 2006-2010 ACS

#### d. Education

##### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	19,696	2,176	8,359
High school graduate (includes equivalency)	60,389	5,127	16,152
Some college or Associate's degree	92,413	6,418	18,208
Bachelor's degree or higher	160,061	6,910	28,180

**Table 49 – Educational Attainment by Employment Status**  
Data Source: 2006-2010 ACS

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Educational Attainment by Age**

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	1,423	3,035	4,004	6,005	6,553
9th to 12th grade, no diploma	6,590	4,894	4,547	7,746	7,611
High school graduate, GED, or alternative	18,725	18,032	20,120	43,534	29,170
Some college, no degree	26,337	19,682	20,600	45,202	18,434
Associate's degree	2,836	6,619	8,434	16,602	3,661
Bachelor's degree	10,311	31,320	34,043	58,584	14,650
Graduate or professional degree	449	13,653	18,884	38,777	9,928

**Table 50 – Educational Attainment by Age**  
Data Source: 2006-2010 ACS

**Educational Attainment – Median Earnings in the Past 12 Months**

<b>Educational Attainment</b>	<b>Median Earnings in the Past 12 Months</b>
Less than high school graduate	\$22,177
High school graduate (includes equivalency)	\$31,388
Some college or Associate's degree	\$39,658
Bachelor's degree	\$56,070
Graduate or professional degree	\$78,565

**Table 51 – Median Earnings in the Past 12 Months**  
Data Source: 2008-2012 ACS

**e. Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

The business activity varies across DuPage County but the primary two job sectors are management in business of financial and sales positions. Additional job opportunities are in service, construction, and production and result in roughly 66% of all jobs, based on Table 45 above. The location of most municipalities, surrounding counties, and access to public transportation creates a unique environment of residents that live in the County but work in the various business sectors of Chicago and surrounding counties or vice versa.

The economy is slowly recovering and based off the most recent data shown in Table 46 the unemployment rate is 7.12%, but when the rate is recalculated using only workers with an age of

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

24-65, the rate drops to only 4.86%. The unemployment rate for workers between the ages of 16-24 is 20.82%, possibly suggesting that retail and service jobs, the primary jobs for this age bracket, is still in a process of recovering and difficult to find. The latter part of the age bracket, workers recently graduated from college between the ages of 21-24, may have difficulty finding entry level jobs because companies are still cutting back on hiring as the economy slowly recovers.<sup>55</sup>

### **f. Describe the workforce and infrastructure needs of the business community:**

DuPage County is still in the process of recovering from the economic downturn that affected the nation in the late 2000s. When comparing the unemployment rate of DuPage County, 5% to the State of Illinois, 6.7% and also the Country, 5.9%, DuPage County has the lowest of the three. Despite this low rate, the County still needs a strong supply of workforce and infrastructure supports. The need to increase the rate of pay is almost as important as reducing the unemployment rate.<sup>56</sup>

The cost of living in DuPage County is the highest in the state of Illinois and ranks highly when compared to the rest of the country.<sup>57</sup> Workforce training creates opportunities for lower earning workers to develop the skills necessary to earn higher wages. Higher education also provides opportunities to earn a higher wage, but the need for continued affordable higher education becomes more difficult as the cost of education rises, an increase of roughly 1200% since records were kept.<sup>58</sup>

Lastly, a strong infrastructure of viable and modern buildings suitable for a wide variety of businesses will continue to promote growth in local downtown areas and business parks across the County creating a circle of constant reinvestment.

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<sup>55</sup> United States. U.S. Department of Commerce. United States Census Bureau. *2009-2013 American Community Survey 5-Year Estimates*. N.p., Feb. 2013. Web. 29 Oct. 2014.

<sup>56</sup> United States. U.S. Department of Commerce. United States Census Bureau. *2009-2013 American Community Survey 5-Year Estimates*. N.p., Feb. 2013. Web. 29 Oct. 2014.

<sup>57</sup> *A County Level Regional Cost of Living Index for Illinois* (May, 2004): 1-22. Web. 12 Dec. 2014

<sup>58</sup> Jamrisko, Michelle, and Ilan Kolet. "Cost of College Degree in U.S. Soars 12 Fold: Chart of the Day." *Bloomberg News*. N.p., 08 Aug. 2012. Web. 25 Nov. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**g. Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.**

DuPage County is a mostly developed region with only 5% of land currently undeveloped according to a 2009 Land Use Analysis Report.<sup>59</sup> Of the 5% of land undeveloped, only 50% is planned for areas zoned for business. The remaining portion will be mostly residential construction and open space. This small percentage of available undeveloped land is important, but the majority of new development will result from teardowns and rehabs of aging buildings in developed areas.

In addition to major investments and new developments, for two decades, DuPage County has been experiencing significant and ongoing demographic changes, marked by substantial increases in the number of residents with incomes that place them at or near the Federal Poverty Level. These changes are due to the characteristics of new county residents, as well as changes in the types of jobs available. Further, the aging of the baby boom generation is causing increases in the number of seniors.

As this trend continues, the impact may force companies to change their business models. Future developments in both commercial and residential construction may need to accommodate a larger aging population. Public sector investments may also need to shift resources to adjust for the changes taking place.

*Choose DuPage* has completed an analysis of industry clusters and identified emerging, leading, and maturing industry clusters in DuPage County. Highlights from that analysis found that the Business & Financial cluster and Transportation & Logistics are leading industry clusters in the county. The county has several emerging clusters including Education, Arts and Entertainment, and Apparel and Textiles. Information Technology & Telcom is the second largest cluster in the county and is heavily concentrated in the county. Similarly, Advanced Materials, Manufacturing, and Printing & Publishing are considered mature clusters because although they are heavily

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<sup>59</sup> DuPage County. Department of Economic Development. *DuPage County 2009 Land Use Analysis and Trends*. Wheaton IL, 60187: DuPage County, 2009. Print.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

concentrated in the county they did experience job loss over the study period. The Cluster Report is available at [www.choosedupage.com](http://www.choosedupage.com). Projected highlights are:

- Twenty-two manufacturing and related industries are projected to grow in DuPage County over the next three years including several of the largest employing industries including Machine Shops (4%), and Printed Circuit Assembly Manufacturing, (11%).
- Testing Laboratories and Surgical & Medical Equipment Manufacturing are among the potentially emerging industries with average employment growth projected to be 3% and 7% respectively.
- Twenty-seven professional and financial firms are projected to grow in DuPage County over the next three years including several large employment industries including computer systems design services (9%), consulting services (9%), and engineering services (3%).
- Consulting service industries are among the potentially emerging industries with average employment growth to be around 5%.

### **h. Describe any needs for workforce development, business support or infrastructure these changes may create.**

The *Choose DuPage* report goes on to state that “Each cluster contains a skilled workforce from life sciences, financial management, computer technology, to production and manufacturing. DuPage County population is well educated. Over 45% have a bachelor’s degree or higher, while 91% of residents have a high school degree or higher. Many of the clusters require highly skilled workers especially in Professional Services like engineering and life sciences, information technology and advanced manufacturing. Over twenty percent of the county’s workforce is employed in occupations considered to be vital in high-technology clusters. There are approximately twenty institutions of higher learning in DuPage County; including some satellite campuses.”

Increases in the need for employees in these high growth industries will require continued higher education and development of a highly skilled workforce.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **i. How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

Employment opportunities in DuPage County are diverse and require a wide range of skills. The majority of jobs in a developed area with a high median income require higher education and the County jurisdiction fits this characteristic. As stated above, the jurisdiction's population is well educated, with more than 45% of the workforce holding a bachelor's degree or higher and more than 91% holding a high school diploma. Choose DuPage works to bring high-paying jobs in manufacturing to DuPage County to employ residents with lower levels of education. Modern manufacturing, however, often requires technology skills.

Analysis of the US Census numbers shows that as workers achieve higher education their likeliness of being unemployed is reduced and their average yearly income rises. A review of job percentage shares by looking at the number of workers and jobs available by sector shows Education and Healthcare sectors with the largest growth over the next five years. As the population average rises the increased need and growth of healthcare services will continue to rise creating opportunities for career advancement and higher wages to qualified workers. The County works with agencies that provide information and resources on the importance of job training and education and encourages workers to strive to higher levels of education.

Through WIA grants, workNet DuPage offers training in information technology, manufacturing, office and administrative work, CDL driving, and accounting.

### **j. Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

The following entities and initiatives support the jurisdiction's Consolidated Plan by providing workforce and employment resources. Because of these resources, DuPage County is able to utilize the grant funds governed by this Consolidated Plan for housing, infrastructure, and public services, rather than economic development/workforce training activities.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**The DuPage Workforce Board** is a business-led policy and decision-making body created under the Workforce Investment Act (WIA) with a mandate to: create a workforce development system that meets the needs of employers for qualified workers; and expand employment opportunities for residents. The Workforce Board functions as a convener, an innovator, and a facilitator of strategic partnerships between the private sector, non-profit agencies, educational institutions, local elected officials, local government agencies, labor, and job training and education programs. Workforce Board members are appointed by the Chief Elected Official of DuPage County, in accordance with criteria established by the Governor of Illinois. Its strategic plan includes youth development, innovative regional workforce system, and sector strategies. Collaborative partners include: Choose DuPage, DuPage County Community Services, College of DuPage, IL Department of Employment Security, DuPage Community Foundation, I.U.O.E. Local 399, DuPage Housing Authority, Parents Alliance Employment Project, IL Department of Human Services, Regional Office of Education and the IL Division of Rehabilitation Services. The Workforce Board additionally acts as a guide and advisor to the workNet DuPage Career Center.

**The Work Net DuPage Career Center** has a mission of “training, developing, and connecting the local workforce.” They serve both job seekers and employers. For job seekers, there are resources to make the connections to employers, as well as training and workshops. Youth employment is also an initiative of workNet DuPage. Additionally, workNet DuPage administers the Workforce Investment Act (WIA) education grants available in DuPage County

### **k. Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

DuPage County, through its Community Development Commission, has not participated in a Comprehensive Economic Development Strategy (CED) in the past. The County reviewed its allocation of resources and although job creation, training, and retainage are a major component to expand the economy and reduce the unemployment rate, there are no plans to create a CED in the 2015-2019 ConPlan. This decision was made based off results from municipal and community needs resident surveys that showed economic initiative planning as a low priority. Staff reviewed projected funding for the next five years, the costs to administer these activities,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

the possible outcomes, and determined a CED would not be the best use of limited funding over the next five years.

### **l. If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or incentives that impact economic growth.**

DuPage County Community Development will not undertake economic development initiatives.

The local and regional plans that impact economic growth are:

- *Choose DuPage Industry Cluster Report, 2014* – previously discussed.
- *GO TO 2040*, the comprehensive regional plan developed by the Chicago Metropolitan Agency for Planning (CMAP). Created in 2005, CMAP is the official regional planning organization for the northeastern Illinois counties of Cook, DuPage, Kane, Kendall, Lake, McHenry, and Will. *GO TO 2040* establishes coordinated strategies that help the region's 284 communities address transportation, housing, economic development, open space, the environment, and other quality of life issues.

### **m. Discussion**

At the following link, **workNet DuPage** has listed the top certifications and skills seen in job advertisements in DuPage County during the fourth quarter of 2014. This covers the fields of Information Technology, Logistics, Manufacturing, Accounting/Finance, Office/Admin, Management and Healthcare. Obtaining many of these certifications and skills can be accomplished through the WIA training grant program or through referrals to training providers for specific skills such as College of DuPage, College of Lake County, Symbol Training Institute, Daley College, Elgin Community College, Harper College, Jane Addams Resource Center and the Joliet Junior College.

<http://www.worknetdupage.org/job-seekers/top-certifications-skills-dupage-county.html>

In summary, as previously discussed, the collaborative effort of Choose DuPage, the Workforce Development Board, and workNet DuPage seeks to bring economic and job growth to DuPage County, match the skills of job seekers with the requirements of employers, and provide training and education for residents to become employed or to advance in their employment and careers.

**10. Needs and Market Analysis Discussion**

**a. Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of “concentration”)**

HUD defines a “racially concentrated area of poverty” (RCAP) as a census tract that meets the following criteria: a family poverty rate that is either  $\geq 40\%$  OR  $\geq 300\%$  of the metro tract average (whichever is lower) AND a majority non-white population ( $>50\%$ ). The *Fair Housing and Equity Assessment for Metropolitan Chicago* released by CMAP in November, 2013, states that data was available for 216 census tracts in DuPage County, 24 of those tracts had populations that were majority minority, and 2 tracts were identified as RCAPS. The RCAPS are located near Bensenville, Addison, Lombard, Glen Ellyn, West Chicago, and Oak Brook (some in unincorporated areas), with the non-white population composed of mostly Hispanic and Asian populations.

**b. What are the characteristics of the market in these areas/neighborhoods?**

The availability of more affordable, multi-family housing units have attracted lower-income households to these areas. The market in these areas/neighborhoods would not vary from the overall DuPage market.

**c. Are there any community assets in these areas/neighborhoods?**

These areas are all located along major transportation routes (either highway or train line). All these areas are served by retail, transportation, recreational opportunities, and adequate food resources. All are served by neighborhood schools. One major difference in community assets between these areas and other areas in DuPage would be the school achievement levels. For example, Bensenville SD2 states 62% low-income students, 35% English learners, and a 56% ISAT score. West Chicago ESD 33 states 61% low income students, 51% English learners, and a 41% ISAT score. Addison school district states 65% low-income students, 30% English learners, and a 48% ISAT score. Contrast this with non-RCAP areas such as Wheaton/Warrenville District 200 (75% ISAT score) and Naperville Indian Prairie District (80% ISAT score).

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **d. Are there other strategic opportunities in any of these areas?**

The data suggests that the strategic opportunity would be development of English skills for non-English speaking households in these areas. These efforts are already underway through Neighborhood Resource Centers located in these areas. There are two resource centers in Addison, and West Chicago has several through partnerships between Outreach Community Services and Wheaton Bible Church. DuPage County has been running the York Community Resource Center (unincorporated Lombard) for several years and has recently begun a partnership with Outreach Community Services to bring more resources and more opportunities into this geographic area. Increased language services is part of that vision.



**STRATEGIC PLAN**

This section identifies the priority needs and describes the strategies that the County will undertake to address these needs.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **V. Strategic Plan**

#### **1. Overview**

The County, through its Community Development Commission, and through partnerships with local municipalities, townships, and nonprofit agencies identified general priorities for allocating funds to meet a large variety of needs facing almost 1 million residents. The strategic plan describes how the County will distribute funding over the next 5 years by assigning weighted values to different activities to ensure residents of the most need and lowest income are served in an efficient and unbiased matter. The plan will also address obstacles to meeting goals and the accomplishments the County desires to complete.

Appendix B is the memorandum approved by the Community Development Commission Executive Committee on December 2, 2014 that explains the County's funding rationale and specific projects.

Via HUD NOTICE CPD-14-015 HUD has provided Grantees "Guidance on Submitting Consolidated Plans and Annual Action Plans for Fiscal Year (FY) 2015". This guidance instructs the County not to submit its consolidated plan / action plan until after HUD announces the FY 2015 formula allocation amounts. Since the exact grant amounts are unknown at the time of posting this draft plan (January 2, 2015) the anticipated HUD resources are estimates, and as such, the County may add, subtract or transfer amounts among identified projects without publishing a substantial amendment. In the event that actual grant amounts are more or less than anticipated, contingency provisions include:

- Reduce or increase public service amounts to remain within the 15% HUD cap;
- Reduce or increase the \$232,396 single-family rehabilitation amount;
- Reduce or increase the \$80,000 set-aside for closing costs;
- Three Capital projects and four Neighborhood Investment projects are fully funded with amounts split between 2015 and 2016 program year funds. Amounts for the 2015 program year may be increased or decreased when the actual grant amounts are provided by HUD.

HUD has issued a "*Waiver of 24 CFR 570.200(h) regarding FY 2015 Action Plans Community Development Block Grant (CDBG) Program*". This waiver allows the County to incur eligible

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

costs prior to the award of FY 2015 funding. In the event that award of FY 2015 funding is delayed, the County intends to utilize this waiver to the extent necessary to treat the effective date of the grant agreement as the program year start date (April 1, 2015) or the date that the consolidated plan / action plan (with actual allocation amounts) is received by HUD, *whichever is earlier*.

### **2. Geographic Priorities**

#### **a. Describe the basis for all allocating investments geographically within the jurisdiction**

A project must be located in a HUD defined low-moderate income block group of at least 35.83% if it is serving a defined service area. The most recent figures provided by HUD will be used until newer data is released. The most recent HUD figures were provided June 10, 2014 with an effective date of July 1, 2014. The size of block groups has increased when compared to the size of the block groups used in 2000. Staff will determine if the project location reasonably coincides with the block group area. If the service area does not reasonably coincide with the block group area then a HUD- approved income certification process must be completed. Service areas with a higher percentage concentration of low income residents will generally be a higher priority. Figure SP-1A & SP-1B below provides a map of the DuPage County Low/Moderate Income Data.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

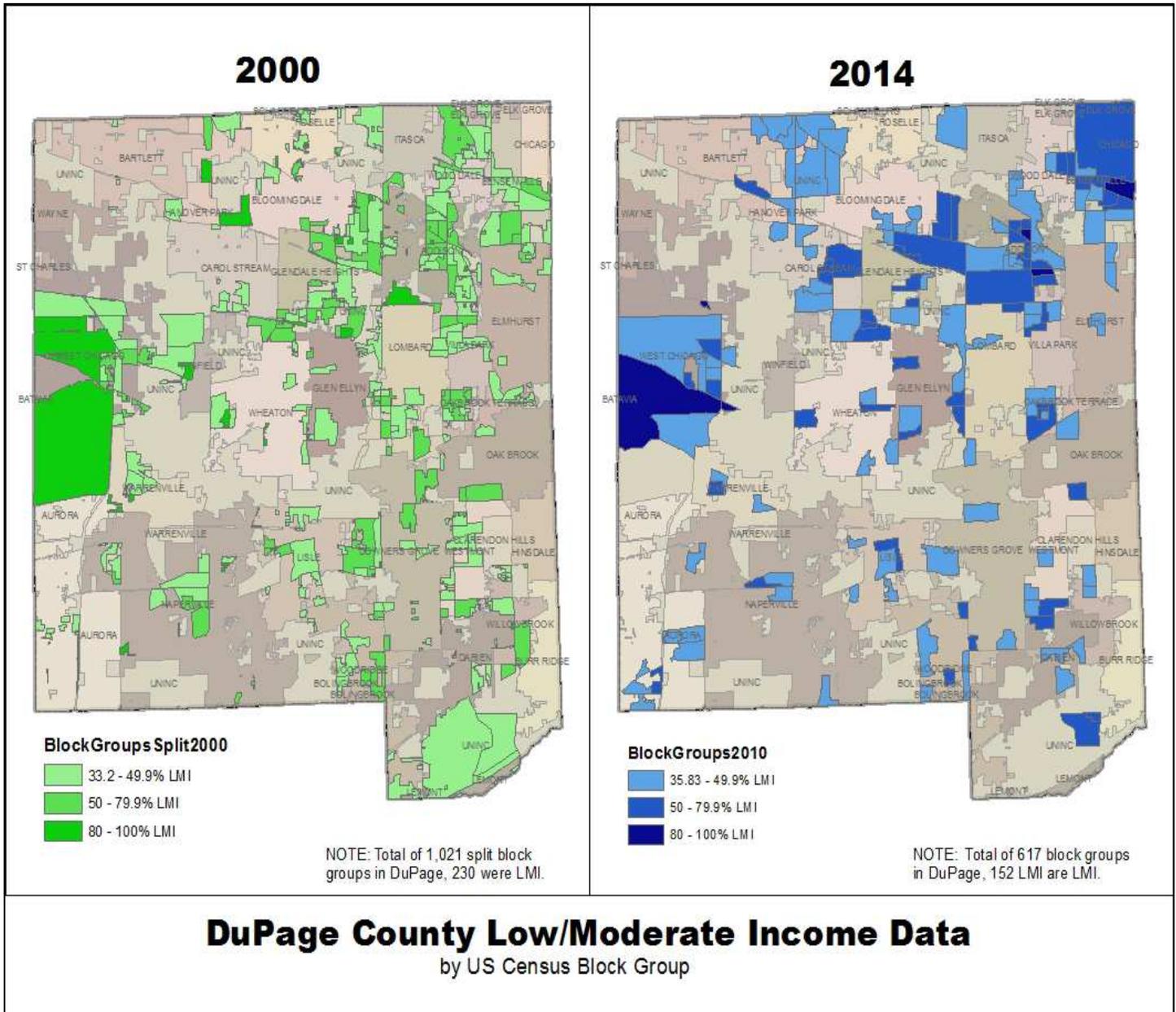
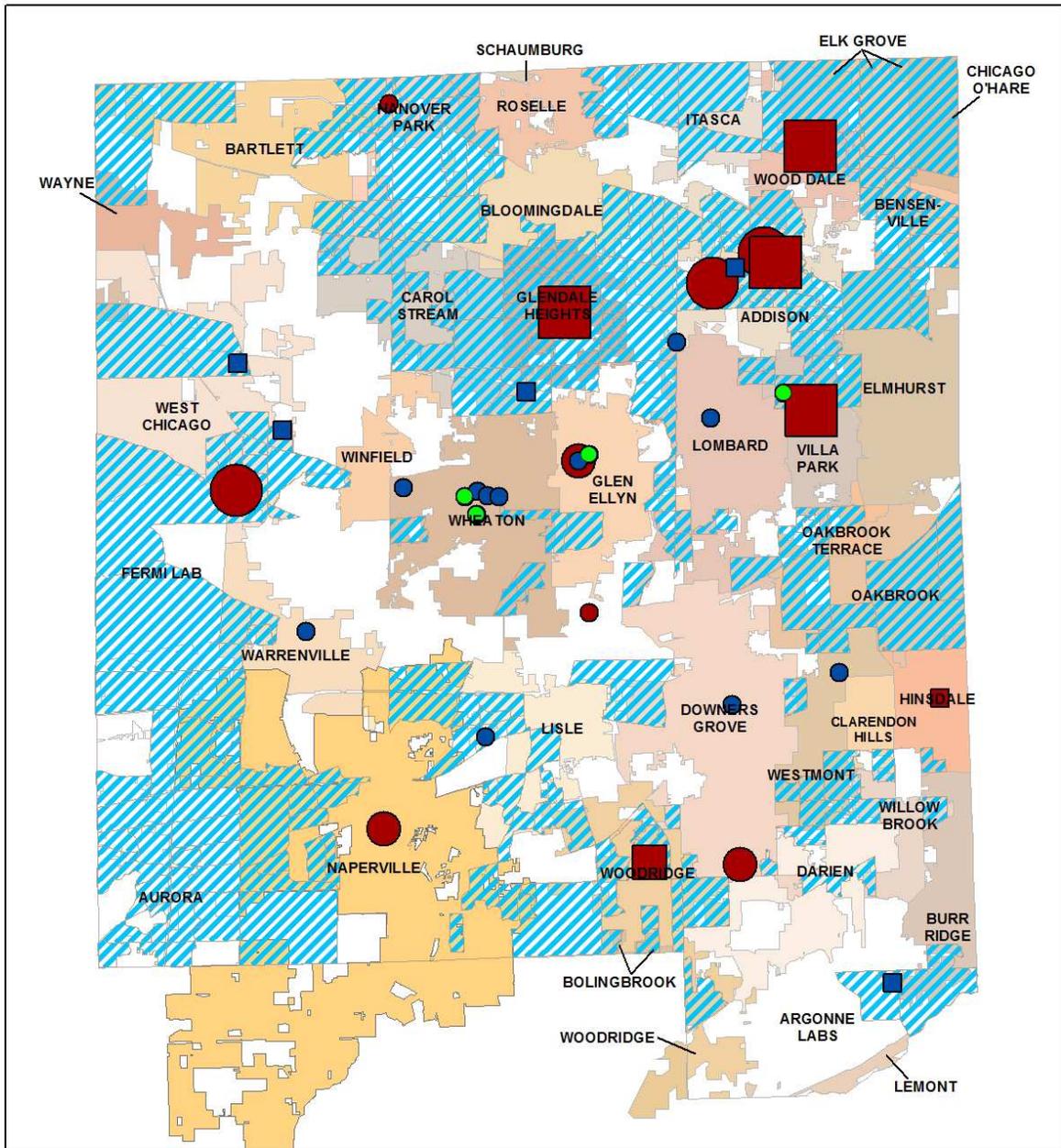


Figure SP-1A



## 2015 PROJECT LOCATIONS WITHIN DUPAGE COUNTY CONSORTIUM



<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: red; margin-right: 5px;"></span> CDBG - Capital Projects</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: blue; margin-right: 5px;"></span> CDBG - Public Service Projects</li> <li><span style="display: inline-block; width: 15px; height: 15px; background-color: green; margin-right: 5px;"></span> ESG Projects</li> <li><span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> County Wide Projects</li> <li><span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> Local Projects</li> </ul>	<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> \$50,000 or Less</li> <li><span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> \$50,001 to \$200,000</li> <li><span style="display: inline-block; width: 15px; height: 15px; border: 1px solid black; margin-right: 5px;"></span> More Than \$200,000</li> </ul>	<ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 15px; background: repeating-linear-gradient(45deg, transparent, transparent 2px, blue 2px, blue 4px); border: 1px solid black; margin-right: 5px;"></span> Block Groups with Higher Than County Average (28.9%) Minority Populations (2013 ACS 5YR)</li> </ul>
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The accuracy of this map is limited to quality of data contained in other public records. This is not a substitute for an actual field survey or field investigation. Census 2010 data.

**DuPage County Community Development Commission. December 2014**

**Figure SP-1C**

3. Priority Needs

Priority Needs Summary

Figure SP-2A Community Development Needs		
Priority Community Development Needs	Priority Level Need	Dollar to Address Unmet Need
<b>Community Development Needs</b>		
Water/Sewer Improvements	High	\$21,748,218
Street Improvements	High	\$36,547,154
Sidewalks	High	\$2,264,567
Parks / Recreational Facilities	High	\$3,590,000
Flood Drain Improvements	High	\$3,137,875
Other Infrastructure	High	\$14,149,000
Tree Replacement	High	\$3,295,000
Solid Waste Disposal Improvements	Low	\$65,000
ADA Compliance Needs	Low	\$2,255,000
Streetlights	Low	\$2,308,000
Neighborhood Facilities	Low	\$580,000
Other Public Facilities	Low	\$5,000,000
<b>Economic Development</b>		
C / I Land Acquisition	Low	\$5,255,000
C / I Infrastructure Development	Low	\$1,200,000
C / I Building Acq / Const / Rehab	Low	\$2,060,000
ED Assistance to For-Profits	Low	\$4,000,000
ED Technical Assistance	Low	\$400,000
Micro Enterprise Assisitance	Low	\$0
Other C / I Improvements	Low	\$530,000
<b>Planning</b>		
Planning	Low	\$220,000
<b>Total Estimated Dollar Needed:</b>		<b>\$108,604,814</b>

\*Other Infrastructure needs consist of sanitary / flood mitigation projects

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Public Service Perception of Needs

Figure SP-2B New Multipliers for Non-Profit Agency Community Needs						
Category	Service	Rank Multiplier	Max Points Available	#1 Activity's Rank Multiplier in 30 pts	New Multiplier	Priority
Health & Safety	Substance Abuse Services Need	19.58	30.0	153	30.0	High
	Culturally and Linguistically Appropriate Mental Health Services Need	14.5	30.0	153	22.2	High
	Child Abuse Counseling / Advocacy Need	12.97	30.0	153	19.8	High
	Basic Needs (Food, Clothing, Medical) Need	11.19	30.0	153	17.1	High
	Medical Care for Uninsured Need	9.83	30.0	153	15.0	Low
	Domestic Abuse Services Need	6.82	30.0	153	10.4	Low
	Sexual Assault Services Need	6.76	30.0	153	10.3	Low
Life Skills	Employment Services - Job Readiness Need	16.7	30.0	179	30.0	High
	Budget / Financial Counseling Need	10.64	30.0	179	19.1	Low
Housing	Affordable Rental Units Need	27.56	30.0	108	30.0	High
	Emergency Rent, Mortgage, and Utility Assistance Need	25.19	30.0	108	27.4	High
	Supportive Housing Need	25.02	30.0	108	27.2	High
	Rehab of Owner Occupied Units Need	18.7	30.0	108	20.3	High
	Legal Counsel (Homelessness Prevention) Need	16.25	30.0	108	17.7	Low
	Shared Housing Need	14.67	30.0	108	15.9	Low
	Emergency Shelter Need	13.5	30.0	108	14.7	Low
	First Time Homebuyer Assistance Need	2.91	30.0	108	3.2	Low
	Lead Hazard Screening Services Need	-4.84	30.0	108	0.0	Low
Seniors and Persons with Disabilities	Transportation Need	23.43	30.0	128	30.0	High
	Caregiver Counseling and Respite Services Need	19.61	30.0	128	25.1	High
	Child Care Services Need	18.62	30.0	128	23.9	High
	Youth Services Availability	17.78	30.0	128	22.8	High
	Legal Counsel (Benefits, Legal Documents, etc.) Need	16.4	30.0	128	21.0	Low
	Senior Services Need	16.24	30.0	128	20.8	Low
	Home Health Care Need	14.6	30.0	128	18.7	Low
	Handicapped Services Need	13.16	30.0	128	16.9	Low
	Home Delivered Meals Need	9.21	30.0	128	11.8	Low

Figure SP-2B

The County utilized an on-line tool to conduct a survey of municipal and township needs of Public Facilities and Improvements. The survey was launched March 31, 2014 to 9 townships and 31 municipalities. Two split place municipalities (Batavia and Lemont) that are partially located in Du Page County were not included because such a small portion of their respective populations are located in DuPage County. The communities of Aurora and Bolingbrook were

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

not included because they are both considered entitlement communities and receive their own CDBG funding.

The survey consisted of both narrative style and ranking questions to determine the most need in each community. The ranking questions were sorted and high and low priorities were established. In order to achieve an acceptable response rate, emails were sent out on March 31, 2014 to the Mayors, Administrators, or Directors of Community Development of each community depending on the set up of each respective government. Reminders were sent June 11, 2014 and several technical assistance calls were taken to assure the correct data was collected. This effort resulted in 16 completed surveys out of 40 possible responses. More details on the methodology can be found in the Needs Assessment Section NA-50.

In addition to the municipal survey conducted, the County also utilized an on-line tool to conduct a survey of non-profit agencies to determine needs of residents for public services and improvements. The CDC felt the existing non-profits and neighborhood resource centers would have the best idea on the services needed since they work with clients on a regular basis, hear their stories, and determine the needs of the community. Over 30 topics were surveyed including needs for basic goods and services, domestic and substance abuse client services, senior, homeless, and numerous other issues. Each topic was quantified, assigned a point value, and declared either as a high or low priority. The 4 highest priorities identified were:

- Substance Abuse Services
- Employment Services
- Affordable Rental Units
- Affordable Transportation

Because the survey documented ongoing unmet need, the CDC will continue to fund the HUD allowed maximum of 15% of CDBG funds for public services and will also continue to offer funds for capital projects for non-profit agencies to make improvements on their existing properties to improve or increase the service to their respective clients. More details on the methodology can be found in the Needs Assessment Section NA-50 and each survey can be

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

found in Appendix C. A complete table of the Non-Profit Agency Community Needs can be found in the Needs Assessment, table NA-7.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**4. Influence of Market Conditions**

**a. Influence of Market Conditions by Affordable Housing Type**

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	The need for such a program has increased because of the number of homeless persons and families in homeless shelters in DuPage County. Discussions with DuPage PADS and the DuPage County Health Department indicate that there are homeless persons, families, and those with disabilities who would be able to leave the shelter system if they could obtain rental assistance. There are also households that could potentially move from a permanent supportive housing unit to an independent rental unit, thereby freeing up a PSH unit for a household with greater need, if rental assistance was available. The waiting list for vouchers through the DuPage Housing Authority is lengthy. DuPage County has not made significant progress in assisting renters at the 0-30% MFI level, which is a high priority need. The DuPage Continuum of Care Coordinated Assessment Process will also be able to document the needs of persons suitable for the TBRA program. For these stated market conditions, DuPage County has been working to develop a TBRA program and will implement it during the Consolidated Plan period. This discussion of market conditions and the TBRA certification signed as part of this Consolidated Plan and Action Plan in accordance with 24 CFR 91.425(a)(2)(i) shall be considered a fulfillment of 24 CFR 92.209(b) <i>General requirement</i> for the use of HOME funds for TBRA.
TBRA for Non-Homeless Special Needs	Persons will be accepted in to the TBRA program discussed above, based on their eligibility under the program plan and policies.
New Unit Production	The County estimates 190 new units will be created or preserved in the next 5 years. A majority of new construction projects offering affordable housing utilize a mix of Low-Income Housing Tax Credits, Private Loans, Grants, and HOME funds provided by the County. Of the units created, all units will affordable to incomes less than 60% MFI with additional set asides from the total new units to specifically serve households at less than 50% (20 units) and households at less than 30% (10 units).
Rehabilitation	The current owner occupied rehabilitation program will be utilizing a more focused approach concentrating on assisting eligible homeowners to correct code violations, health and safety issues, and increase energy efficiency. Priority will be given to seniors and persons with disabilities. The County estimates 60 households will be served if funding remains constant over the next 5 years.
Acquisition, including preservation	The County offers assistance for qualified low income new homebuyers. In the previous 5 years, the County assisted 91 families by providing down payment assistance and closing cost grants. Policy changes have been implemented to limit the amount of funding a household can receive in the last 3 years, making additional funds available for more households. The County predicts 100 households can be assisted with down payment assistance if funding remains constant and market conditions remain favorable for homebuyers.

**Table 54 – Influence of Market Conditions**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **5. Anticipated Resources**

#### **a. Anticipated Resources**

The County anticipates receiving annual funding for CDBG, HOME, and ESG funds from the Department of Housing and Urban Development. Funding fluctuates on an annual basis, and the amount of CDBG and HOME funds have dropped 18% and 37%, respectively, since 2010. Staff allocates funds to several different categories depending on the needs of the communities. In addition to general administration, planning, and fair housing, the County expects to fund the following categories:

#### **Housing**

These funds include owner housing (buyer programs and owner occupied rehab), renter housing (acquisition, new construction, and rehab), and special needs housing for seniors or persons with disabilities (acquisition, new construction, and rehab).

#### **Neighborhood Investment and Public Facilities**

Funds will be used for projects such as water, sewer, and street improvements, in low-moderate income neighborhoods, removal of architectural barriers; and public facility improvements for special needs populations.

#### **Homeless**

Funds are used for all points on the continuum of care for persons who are homeless including rapid rehousing, prevention of homelessness, emergency shelters, and street outreach. Funds are also used to help support the HUD required Homeless Management Information System (HMIS).

#### **Other Public Services**

Funds are also provided to seven neighborhood resource centers and programs that provide legal assistance, substance abuse treatment, and foreclosure prevention.

#### **Community Development Block Grant – Disaster Recovery (CDBG-DR)**

DuPage County has been awarded two allocations of CDBG-DR funds. DuPage County was required to publish an Action Plan for the purpose of receiving a Community Development

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Block Grant-Disaster Recovery Grant (CDBG-DR) in the amount of \$7,000,000 in accordance with the Disaster Relief Appropriations Act, 2013 (Public Law 113-2). The U.S. Department of Housing and Urban Development guidance for the funding was published December 16, 2013 in the Federal Register as Docket No. FR-5696-N-07 (the “Notice”) with an effective date of December 23, 2013. On June 3, 2014, a supplemental allocation of \$18.9 million was published in the Federal Register as Docket No. FR-5696-N-09 (“Second Notice”) with an effective date of June 9, 2014. This brings the total allocation to DuPage County to \$25.9 million. These funds are being made available to assist disaster recovery efforts in response to a declared major disaster occurring in DuPage County in April, 2013. These funds can be used only for specific disaster recovery-related purposes.

The funds are currently programmed to the following activities and national objectives. Since the program is just beginning and additional needs may be identified (or identified needs may not exist to the extent funds have been programmed), amendments to the below scheduled are anticipated over the course of the funding.

### **DuPage County CDBG-DR Budget**

DuPage County CDBG-DR Budget	Programming of Funds		National Objective	
	1st Allocation	2nd Allocation	Low/Mod	Urgent Need
Administration	350,000	945,000	N/A	N/A
Planning	140,000	378,000	N/A	N/A
Strategic Buy-Out	2,700,000	3,297,000	2,700,000	3,297,000
HMGP Buy-Out Match		1,250,000	300,000	950,000
Rehab/Mold Remediation	300,000		300,000	
Carol Stream - Klein Creek Watershed Flood Control Plan/ Armstrong Park Facility	3,010,000	3,500,000	6,510,000	

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Municipal Activities	500,000	1,500,000	500,000	1,500,000
Bloomingtondale - Springbrook Culvert		450,000		450,000
Villa Park - Downtown Green Infrastructure		1,000,000		1,000,000
Warrenville - West Branch River Restoration & Flood Mitigation		4,400,000	4,400,000	
Westmont - Liberty Park Improvement		1,000,000		1,000,000
Glen Ellyn - Lake Ellyn Outlet		245,000		245,000
Glen Ellyn - Perry's Pond		275,000		275,000
Villa Park - Sugar Creek Watershed Improvement		550,000		550,000
Winfield - Winfield Creek Watershed Plan		110,000		110,000
<b>TOTALS</b>	<b>\$7,000,000</b>	<b>\$18,900,000</b>	<b>\$14,710,000</b>	<b>\$9,377,000</b>
			At least 50% of funds must meet Low/Mod National Objective	

**Figure SP-3 – DuPage County CDBG-DR Budget**

DuPage County has developed and will maintain a website regarding all disaster recovery activities assisted with these funds. All documents related to the CDBG-DR funds are posted on the website at <http://www.dupageco.org/cdbg-dr/>. A link to the website is also featured prominently on, and is easily navigable from, the County's homepage at [www.dupageco.org](http://www.dupageco.org) (please see CDBG Disaster Recovery under Quick Links on the left hand side of the page).

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Pre-populated	\$3,493,505	\$101,807	\$287,595	\$3,882,907	\$13,584,618	CDBG Funds will be used to support community development programming in low and moderate income neighborhoods. Programs include neighborhood investment, acquisition, capital rehabilitation, and public services and improvement.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

HOME	Public - Federal	Pre-populated	<b>\$1,312,014</b>	<b>\$321,980</b>	<b>\$602,646</b>	<b>\$2,236,640</b>	<b>\$4,323,430</b>	HOME funds will be used to develop affordable housing for low-income residents. Projects will include new construction, rehab, TBRA, and homebuyer assistance.
ESG	Public - Federal	Pre-populated	<b>\$255,126</b>	<b>-0-</b>	<b>-0-</b>	<b>\$255,126</b>	<b>\$1,020,504</b>	ESG funds will be used to assist homeless individuals with shelter services, transitional housing, and rapid re-housing services.

**Table 55 – Anticipated Resources**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **b. Explain how federal funds will leverage those additional resources (private, state, and local funds), including a description of how matching requirements will be satisfied**

The CDBG Program regulations do not require matching funds. DuPage County, however, requires that CDBG funded neighborhood investment projects including road, sewer, sidewalk, tree removal, and other infrastructure improvements provide at least 25% leveraging on the part of the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

DuPage County requires that CDBG funded removal of barriers to improve accessibility activities provide at least 50% leveraging on the part of the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$50,000 in order to provide assistance to additional community residents.

DuPage County does not require CDBG funded capital improvement and acquisition of property activities for non-profit agencies to provide additional leveraging or match, however additional points are awarded during the application process, if such leveraging is provided. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

The HOME Program regulations require a 25% match. DuPage County does not require match on a project by project basis, as some projects do not have the ability to produce 25% match. Other projects are able to provide more than 25% match, often through donated land and/or materials. By balancing projects that can provide match with those that cannot, the overall match requirement is monitored and met. Additional funding (leveraging) is supplied by Low Income Housing Tax Credits, private funding, and a number of other funding sources.

The ESG Program regulations require 100% match. This requirement is met by DuPage County general funds distributed for homeless programs through the County's Human Services Grant Fund and through private foundation and United Way grants.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

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

One of the highest priorities for the CDBG-DR funds was construction of flood control measures and a reservoir at Armstrong Park in Carol Stream. DuPage County now owns the parcel on which this facility is being constructed to meet the identified need in this neighborhood. The County does not own any other specific parcels of land that could be used to address the needs identified in this plan; however, many of the needs identified in this plan will be met utilizing lands publicly owned by municipalities within DuPage County.

### **d. Discussion**

The County will continue to utilize a competitive application process and diversification of funds across multiple activities to ensure that the highest priority projects are funded that serve the lowest income populations. Local funding and minimum matching requirements will continue to be required to ensure funding is diversified across multiple agencies and municipalities. The County will continue to review the needs of the residents and adjust funding where needed over the next five years and adjust if funding is reduced.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**6. Institutional Delivery Structure**

**a. Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.**

**Institutional Delivery Structure**

<b>Responsible Entity</b>	<b>Responsible Entity Type</b>	<b>Role</b>	<b>Geographic Area Served</b>
Prairie State Legal Services	Subrecipient	Homelessness Non-homeless special needs	Jurisdiction
Midwest Shelter for Homeless Veterans	Subrecipient	Homelessness	Jurisdiction
NAMI of DuPage	Non-profit org	Non-homeless special needs	Jurisdiction
St. Irene Church	Community/faith-based org	Homelessness Non-homeless special needs	Jurisdiction
Bridgeway of Bensenville	Community/faith-based org	Non-homeless special needs	Jurisdiction
Teen Parent	Non-profit org	Non-homeless special needs	Jurisdiction
St. Patricks	Community/faith-based org	Non-homeless special needs	Jurisdiction
Block Affordable Housing	Affordable housing consultant	Affordable housing owners	State
PACT	Non-profit org	Non-homeless special needs	Jurisdiction
NIFB	Non-profit	Non-homeless special needs	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Family Shelter Service	Subrecipient	Homelessness Non-homeless special needs	Jurisdiction
New Community Ministries	Non-profit org	Non-homeless special needs	Jurisdiction
Wellness House	Non-profit org	Non-homeless special needs	Jurisdiction
Sharing Connections	Non-profit org	Non-homeless special needs	Jurisdiction
IL Advocates for the Deaf-Blind	Non-profit org	Non homeless special needs	State
DuPage Housing Authority	Government	Homelessness	Jurisdiction
Ecumenical Adult Day Care	Non-profit org	Non-homeless special needs	Jurisdiction
Alden Foundation	Private industry subrecipient	Non-homeless special needs	region
Naperville CARES	Non-profit org	Homelessness non-homeless special needs	Jurisdiction
Trinity Services	Non-profit	Non-homeless special needs	Jurisdiction
St. Paul Lutheran Wheaton	Community/faith-based org	Homelessness Non-homeless special needs	jurisdiction
American Red Cross Greater Chicago Area	Non-profit org	Non-homeless special needs	Region
Helping Hand Rehab Center	Non-profit org	Non-homeless special needs	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Outreach Community Ministries	Non-profit org	Homelessness, Non-homeless special needs, Public services	jurisdiction
Rosecrance Foundation	Non-profit org	Non-homeless special needs	Region
Equity Sharing Partners	Subrecipient	Affordable housing owners	Jurisdiction
The Community House	Subrecipient	Non-homeless special needs	Jurisdiction
Liberty Village	Private industry	Affordable housing rental	Jurisdiction
Marklund Children's Home	Non-profit org	Non-homeless special needs	Jurisdiction
Easter Seals DuPage and Fox Valley	Non-profit org	Non-homeless special needs	Region
Mayslake Village	Non-profit org	Affordable housing rental	Region
Wayne/Winfield Area Youth/Family Service	Non-profit org	Non-homeless special needs	Jurisdiction
Hope for Tomorrow, Inc	Non-profit org	Non-homeless special needs	Region
Linscott Park Developments	Private industry	Affordable housing owners	State
YWCA Metropolitan Chicago	Non-profit org	Non-homeless special needs	Region
Kids in Need	Non-profit org	Non-homeless special needs	Nation
Cupertino Home	Non-profit org	Non-homeless special needs	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Almost Home Kids	Subrecipient	Non-homeless special needs	Jurisdiction
Senior Home Sharing	Non-profit org	Affordable housing rentals	Jurisdiction
Bluestem Housing Partners	Non-profit org	Affordable housing owners rental	State
Bridge Communities	Subrecipient	Homelessness non-homeless special needs	Jurisdiction
First Church of Lombard	Comm/faith-based org	Non-homeless special needs	Jurisdiction
Hope Fair Housing Center	Subrecipient	Homelessness Non-homeless special needs	Jurisdiction
360 Youth Services	Subrecipient	Homelessness Non-homeless special needs	Jurisdiction
Kindred Guardian Services	Private industry	Non-homeless special needs	Jurisdiction
Little City	Subrecipient	Non-homeless special needs	Jurisdiction
Childserv	Non-profit org	Non-homeless special needs	Region
Robert Crown Center for Health Education	Non-profit org	Non-homeless special needs	Jurisdiction
Humanitarian Service Project	Non-profit org	Non-homeless special needs	Jurisdiction
YMCA of Metro Chicago	Non-profit org	Non-homeless special needs	Region

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage Federation	Non-profit org	Homelessness public services	Jurisdiction
DuPage Senior Citizens Council	Non-profit org	Non-homeless special needs, Public services	Jurisdiction
Serenity House Counselling Services	Subrecipient	Homelessness Non-homeless special needs	Jurisdiction
Little Friends	Subrecipient	Non-homeless special needs	Jurisdiction
DuPage United - Faith Lutheran Church	Community/faith-based org	Non-homeless special needs,	Jurisdiction
Access Community Health Network	Non-profit org	Non-homeless special needs, Public services	Jurisdiction
Spectrios Institute for Low Vision	Non-profit org	Non-homeless special needs	Jurisdiction
Naperville Area Humane Society	Non-profit org	Non-homeless special needs	jurisdiction
Exodus World Services	Non-profit org	Non-homeless special needs	Jurisdiction
Educare of West DuPage	Non-profit org	Non-homeless special needs	Nation
West Suburban Community Pantry	Non-profit org	Non-homeless special needs	Jurisdiction
Tabor Hills Health Care Facility	Non-profit org	Non-homeless special needs	Jurisdiction
Loaves and Fishes Community Pantry	Non-profit org	Non-homeless special needs	Jurisdiction
Metropolitan Asian Senior Services	Non-profit org	Non-homeless special needs	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Samaritan Interfaith Counseling Center	Non-profit org	Non-homeless special needs	Jurisdiction
Tri-Town YMCA	Non-profit org	Non-homeless special needs	jurisdiction
Breaking Free	Non-profit org	Non-homeless special needs	Jurisdiction
Youth Outlook	Non-profit org	Non-homeless special needs	Jurisdiction
Access DuPage	Non-profit org	Non-homeless special needs	Jurisdiction
Downers Grove Community Church	Community/faith-based org	Non-homeless special needs	Jurisdiction
Dupage Habitat for Humanity	Non-profit org	Non-homeless special needs	Jurisdiction
G and A Senior Residence of Addison	Private industry	Affordable housing rental	Jurisdiction
Metropolitan Family Service	Non-profit org	Non-homeless special needs	Jurisdiction
Adult Christian Care	Community/faith-based org	Non-homeless special needs	jurisdiction
Neighborhood Food Pantries	Community/faith-based org	Non-homeless special needs	Jurisdiction
DuPage Homeownership Center	Non-profit org	Affordable housing ownership	Jurisdiction
Elmhurst Walk-In Ministry	Community/faith-based org	Non-homeless special needs	Jurisdiction
People's Resource Center	Subrecipient	Non-homeless special needs, Public services	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Full Circle Communities	Non-profit org	Affordable housing rental	Region
Greater Chicagoland Fellowship	Non-profit org	Affordable housing owners rental, public service	Region
Northeastern Illinois Area Agency on Aging	Non-profit org	Non-homeless special needs, public service	Region
Family Focus DuPage	Non-profit org	Non-homeless special needs, Public service	Jurisdiction
St. Joan of Arc Church	Community/faith-based org	Non-homeless special needs, public service	Jurisdiction
Operation Support Our Troups - Illinois, Inc	Non-profit org	Non-homeless special needs, public services	State
Outreach Community Services	Subrecipient	Homelessness, public services	jurisdiction
DuPage Legal Aid	Non-profit org	Non-homeless special needs	Jurisdiction
Lutheran Child & Family	Community/faith-based org	Non-homeless special needs	State
Chinese Mutual Aid Society	Non-profit org	Non-homeless special needs	Region
Our Children's Homestead	Non-profit org	Non-homeless special needs	Region
Aging and Disability Foundation	Non-profit org	Affordable housing owners, rental	State
Parents Alliance Employment Project	Non-profit org	Non-homeless special needs	Jurisdiction

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Hamdard Center	Non-profit org	Non-homeless special needs, public services	Jurisdiction
First United Methodist Church	Community/faith-based org	Non-homeless special needs, public services	Jurisdiction
We Grow Dreams Greenhouse & Garden Center	Non-profit org	Non-homeless special needs	Jurisdiction
Literacy Volunteers of America-DuPage Inc.	Non-profit org	Non-homeless special needs	Jurisdiction
HCS Family Services	Non-profit org	Non-homeless special needs	Jurisdiction
Lutheran Social Services of Illinois	Community/faith-based org	Non-homeless special needs	State
Franciscan Ministries	Community/faith-based org	Affordable housing rental, non-homeless special needs	Region
Catholic Charities	Subrecipient	Homelessness, non-homeless special needs	Region
UCP Seguin	Subrecipient	Non-homeless special needs	Jurisdiction
Canticle Ministries	Community/faith-based org	Non-homeless special needs	Jurisdiction
Glen Ellyn Food Pantry	Non-profit org	Non-homeless special needs	Jurisdiction
New Directions Housing Corp	Non-profit org	Affordable housing owners, rental, homelessness, non-homeless special needs	Region

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

West Suburban Association for the Retarded	Non-profit org	Non-homeless special needs	Jurisdiction
Community Career Center	Non-profit org	Non-homeless special needs	Jurisdiction
Evangelical Child & Family Agency	Community/faith-based org	Homelessness, Non-homeless special needs	Region
Fellowship Church of Carol Stream	Community/faith-based org	Non-homeless special needs	Jurisdiction
World Relief DuPage	Community/faith-based org	Non-homeless special needs	Region
Community Housing Advocacy and Development (CHAD)	Subrecipient	Affordable housing owners, rental	Region
Ray Graham Association	Subrecipient	Non-homeless special needs	Jurisdiction
DuPage Pads	Subrecipient	Homelessness	Jurisdiction
Yorkville Food Pantry	Non-Profit Organization	Non-homeless special needs	County Wide
Addison Neighborhood Resource Center	Subrecipient	Non-homeless special needs	Neighborhood Jurisdiction
DuPage County Convalescent Center	Subrecipient	Non-homeless special needs	County Wide
Cornell Interventions	Private industry	Non-homeless special needs	Jurisdiction

**Table 56 – Institutional Delivery Structure**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **b. Assessment of Strengths and Gaps in the Institutional Delivery System**

DuPage County is home to over 300 non-profit agencies that assist the residents of not only DuPage County, but surrounding counties across northern Illinois. Numerous agencies have collaborated over the years to serve the ever changing issues by forming partnerships and working together to produce top quality programs and services. DuPage County, through its Community Development Commission, has funded millions of dollars to several of these agencies in the past and will continue to select applications that serve the lowest income and special populations. The County will also continue to provide resources to residents in need through the units in the Community Services Department: Senior Services, Adult Protective Services, Psychological Services, Family Center (Neutral Exchange & Parenting Help), the York Community Center, LIHEAP, Weatherization, Family Self Sufficiency Program, client services for housing needs and Community Development.

Despite the work by each agency located within DuPage and the service the County offers, gaps in assistance still exist. Every year the number of applications for funding exceeds the dollar amount available and nonprofit agencies are in continued need of additional fundraising to meet the needs of their clients. DuPage County is fortunate to have a network of private and non-profit agencies that are community based, knowledgeable, and have sufficient capacity to carry out a variety of programs and services to residents in need. Many of these services are also targeted to homeless persons, as indicated on the following table.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**c. Availability of services targeted to homeless persons and persons with HIV and mainstream services**

**Homeless Prevention Services Summary**

<b>Homelessness Prevention Services</b>	<b>Available in the Community</b>	<b>Targeted to Homeless</b>	<b>Targeted to People with HIV</b>
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X		
Rental Assistance	X	X	
Utilities Assistance	X	X	
<b>Street Outreach Services</b>			
Law Enforcement	X		
Mobile Clinics	X		
Other Street Outreach Services	X	X	
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	
Child Care	X		
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	X
HIV/AIDS	X		
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X		

**Table 57 – Homeless Prevention Services Summary**

**d. Describe how the services delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families with children, veterans and their families, and unaccompanied youth)**

Chronically homeless individuals and families and families with children: DuPage County responds to those who become homeless through coordination with emergency shelters, domestic violence shelters, transitional housing programs, educational & legal services partners & the community. The DuPage Continuum of Care (CoC) provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Our homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

managers and counselors explore and assess each client's disabling conditions; referring and linking to resources for further assistance when warranted. Our emergency shelters coordinate services with the Health Department, Medical Providers and Educational partners to identify, engage, assess and comprehensively serve those who are chronically homeless or at-risk who may have special needs.

Veterans and their families: Creating new permanent housing for veterans is a CoC priority. The Midwest Shelter for Homeless Veterans is a primary provider of veterans housing and services. They operate the only VA grant and per diem housing program in DuPage County. Midwest Shelter also conducts a weekly street outreach program to identify unsheltered veterans. Clients are referred as needed to Hines Veterans Hospital for both medical care and case management and Midwest Shelter for housing and services. The Dept. of Veterans Affairs at Hines hospital is a critical linkage providing primary medical, psychiatric, and substance abuse treatment. They visit the shelters to meet homeless veterans and explain programs and benefits. The IL Dept of Veterans Affairs helps apply for veterans benefits/entitlements such as pension, disability, etc. Prairie State Legal Services also provides assistance with applications to mainstream services including Social Security benefits for those who are homeless regardless of Veteran status.

Unaccompanied youth: 360 Youth Services provides a transitional housing program to service homeless young adults struggling with maintaining independence and who currently have no place to reside.

### **e. Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

The strengths of the DuPage service delivery system are the collaborations that exist between DuPage County, the Continuum of Care, and the faith-based community. Case Managers across all these sectors connect clients to mainstream benefits and assist program participants in gaining employment, improving education/job skills, learning budgeting skills, initiating savings plans, locating stable housing & accessing medical, dental, credit, and legal help. The county also offers Tenant Landlord Rights education includes information on fair housing and other issues to

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

increase successful tenancy. Improvements in data collection and reporting through the HMIS over the last five years have also resulted in the ability to make better data driven decisions in delivery of services and to document services received by homeless persons. There continues to be a gap in the number of beds needed for permanent supportive housing, as well as the accompanying need for services to persons with mental illness.

### **f. Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

There are currently two strategies in the process of being implemented to help fill this gap. The first is a new 30,000 square-foot Mental Health Community Center that is under construction on the DuPage County campus. This facility is a collaboration between NAMI-DuPage and the DuPage County Health Department. This facility will serve as a regional hub for the network that provides support for the mentally ill. Among the services will be employment programs and housing referrals and supports to place people with mental illness in suitable residential settings. It will also house “The Living Room” which will provide a non-medical setting where people experiencing extreme agitation or anxiety can receive help de-escalating their symptoms with the goal of providing alternatives to emergency room visits and incarceration to keep the mentally ill from harming themselves or others. The second strategy is the implementation of a coordinated assessment system, as now required for the Continuum of Care. Service providers have been setting up a best practice model through the Needs Assessment Committee of the Continuum of Care which will better place homeless persons and those at risk of homelessness in appropriate housing.

## **7. Goals Summary**

### **a. Goals Summary Information**

Table 58 identifies goals for the next five years (2015-2019). The projected persons assisted was determined based on the currently funded projects and the projected funding the County will receive over the next five years. The projected persons assisted number may be adjusted based on changes in funding.

#### **5 Year Goals Summary**

<b>Goal</b>	<b>Description</b>	<b>Category</b>	<b>Outcome</b>	<b>Objective</b>	<b>Priority Needs</b>	<b>Projected Persons</b>
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## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

					<b>Addressed</b>	<b>Assisted</b>
#1 – Viable Urban Community - Infrastructure	Infrastructure Improvements	Non-Housing Community Development	Sustainability	Create Suitable Living Environments	Neighborhood Investment – Water, Sewer, and Street	16,200
#2 – Suitable Living Environment – Non-Profit Capital	Public Facilities Capital Improvements	Non-Housing Community Development	Availability / Accessibility	Create Suitable Living Environments	Neighborhood Investment – Public Facilities	9,700
#3 – Suitable Living Environment – Spec. Needs Facility	Construction and Rehab of Special Needs Facilities	Non-Homeless Special Needs	Availability / Accessibility	Create Suitable Living Environments	Neighborhood Investment – ADA Compliance and Public Facilities	15
#4 – Viable Urban Community – Public Service	Public Service – Non-Housing	Public Services Including NRCs	Availability / Accessibility	Create Suitable Living Environments	H&S Child Abuse and Life Skills – Budget and Financial Consulting	21,800
#5 – Provide Decent Housing – Public Service	Public service - Housing Benefit	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – First Time Homebuyer Assistance	1,800
#6 – Provide Decent Housing – New Rental	Construct Affordable Rental Units	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – Affordable Rental Units Need	230
#7 – Provide Decent Housing – Rehab Rental Units	Rehab Affordable Housing	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – Affordable Rental Units Need	60
#8 – Suitable Living Environment – Homeless	Provide Interim and Overnight Housing	Homeless	Availability / Accessibility	Create Suitable Living Environments	Housing – Emergency Shelters	6,300
#9 – Suitable Living Environment – Homeless Prevention	Homeless Prevention Services in Courts and Facilities	Homeless	Availability / Accessibility	Create Suitable Living Environments	H&S – Substance Abuse and Mental Health Services, Housing – Legal Counsel	7,800
#10 – Provide Decent Housing –	Rehabilitation of Owner Occupied Homes	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – Rehab of Owner Occupied	35

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Single Family Rehab					Units Need	
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Table 58 – Goals Summary

**b. Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

During the five year period of this consolidated plan, DuPage County estimates that 190 new rental units will be created or preserved. Of the units created, all units will be affordable to incomes less than 60% MFI with additional set asides from the total units to specifically serve households at less than 50% (20 units) and households at less than 30% (10 units). *During the five year period of this consolidated plan, DuPage County estimates assisting 60 households at 80% or less of MFI through its first-time homebuyer program.*

**8. Public Housing Accessibility and Involvement**

**a. Need to increase the number of accessible units (if required by a Section 504 Voluntary Compliance Agreement)**

DuPage County currently does not have any public housing units. The Housing Choice Voucher program seeks to provide safe, decent and affordable housing to the citizens of DuPage County; but to fully meet the needs of the community, the special needs of certain populations must be considered. Some of these populations include the elderly, persons with intellectual or physical disabilities, the homeless, veterans, and persons with mental illness or other impairments that require specific on-site support services. To meet these needs, the DuPage Housing Authority issues Project Based Vouchers (PBV). A PBV provides a rental subsidy for a specific unit in a building. Any person who is income eligible and resides in that unit will receive the subsidy. If that individual moves out of the unit, the next person who moves into that unit receives the subsidy. A PBV is attached to a unit while a traditional HCV is attached to the head of household.

**b. Activities to increase resident involvements?**

This question is not applicable.

**c. Is the public housing agency designated as troubled under 24 CFR part 902?**

This question is not applicable.

**d. Plan to remove the “troubled” designation**

This question is not applicable.

**9. Barriers to Affordable Housing**

**a. Barriers to affordable housing and strategies to remove or ameliorate the barriers to affordable housing**

In developing a strategy for the creation of affordable housing, multiple barriers have been identified pertaining to new development, particularly of rental units, and helping residents find housing:

**Local Planning and Zoning**

Zoning regulations are divided up between each municipality across the Consortium boundaries. Each municipality has different regulations, and depending on the community, the opportunities to construct affordable housing are sometimes limited. The County encourages all municipalities to incorporate zoning regulations and long term planning efforts to further affordable housing in all areas of the community. These types of planning and zoning changes can often receive negative backlash from the community and form “NIMBY, not in my back yard” thoughts that make it difficult for changes to take place.

**Building Codes**

Building regulations are essential to protect the health and safety of citizens and the welfare of the community. Municipalities administer building regulations within their borders, and the County administers building regulations in the unincorporated areas.

While building codes have positive contributions, these codes can contribute to higher construction costs. Actions that can be taken by individual jurisdictions to further affordable

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

housing and help minimize any negative impacts of restrictive building codes may include the following:

- Encouraging fast-track or one-stop permit processing. Such a process has become more difficult during the past few recessionary years as many municipalities have outsourced permitting and inspections, causing additional delays in processing.
  
- Promoting the use of time-saving and cost-saving techniques within reasonable health and safety parameters
  
- Providing technical assistance, information and other support to local communities
  
- Encouraging affordable housing by using development controls (i.e., the zoning ordinance and subdivision regulations) to pursue this goal

### **Fragmented Local Government Structure**

The land area of DuPage County is governed by 39 independent municipalities, and County government for the unincorporated areas. A five-year strategy for addressing affordable housing issues would not be complete without some discussion of the complexity that results from the cumulative impact of land use and development decisions that are made by multiple units of government. This complexity, seen here as a possible obstacle that will need special attention in the formulation of strategies, can contribute to housing affordability problems in multiple ways.

First, independent units of local government, each governing a relatively small portion of the Consortium area, make it difficult to plan for housing diversity and balance with job growth. Communities that have concentrations of affordable housing will plan for increasing diversity by encouraging less affordable housing. Communities with shortages of affordable housing often find it difficult (due to market forces and community attitudes) to plan for lower cost housing.

Additionally, implementing strategies to address affordable housing needs is difficult in an environment with multiple independent units of government. For example, incentives for

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

affordable housing production, if implemented in only one or two municipalities and not comprehensively, may not have the effect they intend. A positive incentive (attractive to developers) may result in such housing being concentrated in a few areas rather than countywide. A negative incentive (such as extra requirements to encourage more affordable housing) may simply not be effective since builders can just go to other jurisdictions. Therefore, the development of strategies for encouraging new affordable housing opportunities requires a cooperative approach.

The countywide planning process, mentioned above, is a framework for such an approach, but it is clear that the implementation of strategies will need to encourage all units of government to participate in the solution.

### **Costs**

As DuPage County reaches a “built out” state, there are fewer parcels available for development. Parcels that are available may still be available because of barriers to development (for example, located in a flood plain). As buildable land becomes more scarce, the price of land becomes prohibitive. Construction costs also continue to rise, as Illinois Prevailing Wage does not allow the exemptions for small housing projects that could be realized under the HOME program. Past construction budgets would indicate an approximately 30% higher cost when prevailing wage must be paid on a small construction project.

### **Housing the Most Difficult Populations**

Criminal background has become one of the most difficult obstacles to overcome in obtaining any housing.

#### **b. Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

Homeownership is becoming slightly more attainable as the economy slowly improves, more jobs are available, and the price of some homes remains affordable in several areas throughout the County and the DuPage Homeownership Center continues to develop strategies for homeownership. The number of households able to participate in the DuPage Homestead program has been increasing over the last two years and is projected to stay strong.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The barriers described above most often pertain to development of new rental units. DuPage County will continue to collaborate with municipal community development departments through the Community Development Commission to seek solutions to permitting and inspection situations.

It is also important to note that issues that affected “affordable” housing often are also “fair housing issues” because they are experienced by protected classes. The County will continue to fund agencies that specialize in the legal areas of affordable housing. HOPE Fair Housing is also funded by CDBG dollars. HOPE’s mission is “to create greater housing opportunities for all. We want to ensure everyone has the chance to live in the community/home/apartment of their choice free from discrimination based on race, color, religion, national origin, sex, disability, familial status, or any other characteristics protected under state or local laws. HOPE accomplishes this through education, outreach, enforcement, training, and advocacy.”

Because the obstacles are becoming more difficult, DuPage County Community Development is partnering with HOPE on a “DuPage Area Housing Dialogue – Creating Community Solutions” event in February, 2015. This event will invite all housing stakeholders to collaboratively identify housing issues/obstacles and brainstorm feasible plans that work to ensure the housing needs of residents are met – both now and in the future. It is hoped that this one day event will grow into an ongoing conversation and strategies among non-profits, housing developers, providers of special needs housing, banks, realtors, the faith community, and government to address the barriers head on.

### **10. Homelessness Strategy**

#### **a. Reaching out to homeless persons (especially unsheltered persons) and assisting their individual needs**

The DuPage Continuum of Care (COC) provides outreach to those in need with multiple information and access points for emergency assistance. Faith and community based organizations and local education agencies are made aware of available housing and emergency assistance and participate in joint planning. Information is available to the public through wide

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

distribution of printed brochures, web-based information systems, an Information & Referral Hotline & a 24-hour housing hotline. Free legal representation is available at Eviction Court. CoC agencies partake in community fairs, “clinics” or walk-in events designed to engage unsheltered persons in services. Other efforts such as street outreach & meal-only service at the shelter target unsheltered homeless persons. The DuPage Health Dept. participates in these efforts to engage the unsheltered for placement in their chronically homeless beds.

Persons calling the DuPage Information & Referral Hotline are screened for housing risk and homelessness followed by an in-depth telephone assessment of housing status, risks and opportunities. Agencies prioritize those who are homeless for expedient services. The CoC’s Homelessness Prevention Providers (HPP) develops standard protocols for screening, and eligibility determination. Case Managers complete assessments to determine the best way to assist an applicant regain stability in their current housing; to achieve stability as they move to new permanent housing or, for those in emergency shelters or who are unsheltered, to move as quickly as possible into permanent housing and achieve stability.

With proper authorization, coordination of services is standard through use of the Homeless Management Information System (HMIS).

### **b. Addressing the emergency and transitional housing needs of homeless persons**

Persons identified as homeless will be connected with easy-to-access housing providers within CoC agencies strategically located throughout the County. As with homelessness prevention services, when no other housing option is available, persons may be connected with financial and supportive services with the goal to both secure and establish stability in permanent housing. Assistance provided may include: assistance with rental application fees, security deposits, last month’s rent, utility deposits and payments, moving costs, case management, landlord-tenant mediation and credit repair. To secure housing, the DuPage County Community Services can offer a housing packet which includes local housing resources, information on non-profit landlords and web- based resources for a broader search. Use of the Shared Housing Program expands housing resources by matching “seekers” with housing “providers”; in some cases, “rent” can be paid via services to the provider.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County dedicates nearly all of its public service funding cap under the Community Development Block Grant to shelter and transitional housing operation and essential services. Additionally, Community Development Block Grant funds are used to produce or preserve units of transitional and permanent supportive housing.

**c. Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

In coordination with emergency shelters, domestic violence shelters, transitional housing programs, educational & legal services partners & the community, we will respond to those who become homeless.

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Our homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case managers and counselors explore and assess clientele's disabling conditions; referring and linking to resources for further assistance when warranted. Our emergency shelters coordinate services with the Health Department, Medical Providers and Educational partners to identify, engage, assess and comprehensively serve those who are chronically homeless or at-risk who may have special needs.

Creating new permanent housing beds for disabled veterans is a CoC priority. The Midwest Shelter for Homeless Veterans is a primary provider of veterans housing and services. They operate the only VA grant and per diem housing program in DuPage County. Midwest Shelter also conducts a weekly street outreach program to identify unsheltered veterans. Clients are referred as needed to Hines Veterans Hospital for both medical care and case management and Midwest Shelter for housing and services. The Dept. of Veterans Affairs at Hines hospital is a

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

critical linkage providing primary medical, psychiatric, and substance abuse treatment. They visit the shelters to meet homeless veterans and explain programs and benefits. The IL Dept of Veterans Affairs helps apply for veterans benefits/entitlements such as pension, disability, etc. Prairie State Legal Services also provides assistance with applications to mainstream services including Social Security benefits for those who are homeless regardless of Veteran status.

Assessments interviews and assistance application assess income and expenses to ensure ability to maintain housing. Case Managers connect clients to mainstream resources and provide case management service beyond the assistance. Case management services assist program participants in gaining employment, improving education/job skills, learning budgeting skills, initiating savings plans, locating stable housing & accessing medical, dental, credit, and legal help. The county also offers Tenant Landlord Rights education includes information on fair housing and other issues to increase successful tenancy.

**d. Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Our homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case managers and counselors explore and assess clientele's disabling conditions; referring and linking to resources for further assistance when warranted. Our emergency shelters coordinate services with the Health Department, Medical Providers and Educational partners to identify, engage, assess and comprehensively serve those who are chronically homeless or at-risk who may have special needs.

The goal of the CoC is to eliminate homelessness in DuPage County by providing a comprehensive, seamless array of services that begin by preventing homelessness whenever possible and end with ensuring that every resident of this county has their basic needs of food,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

clothing, and housing met along with achieving their maximum level of self-sufficiency. Through a coordinated system of a small network of agencies, the Continuum of Care's Homeless Prevention Providers Committee develops best practices to assesses, qualify and deliver services to operate efficiently and assist the maximum number of persons possible using both public and private resources. Access is essential; any person who needs emergency assistance to avoid homelessness will be able to obtain this assistance without location, cultural, or language barriers. Assessment is key to ensure the most effective use of homelessness prevention resources; standardized practices for eligibility determination and documentation exists across agencies. The provision of supportive services aids to prevent homelessness in the immediate situation as well as the long term. Coordination of services prevents duplication of effort among collaborative agencies and promotes cooperative planning and service delivery.

360 Youth Services provides a transitional housing program to service homeless young adults struggling with maintaining independence and who currently have no place to reside.

“Formalized Systems Prevention Advocacy” is part of the CoC Plan to End Homelessness.

Discharge protocols have been created for foster care, health care, mental health, and corrections.

The CoC is exploring options to make significant improvements to our standardized intake, assessment and follow up protocol. Using the HMIS system, this uniform assessment will gather data required as we respond to emergency needs.

### **11. Lead Based Paint Hazards**

#### **a. Actions to address LBP hazards and increase access to housing without LBP hazards**

DuPage County experiences relatively few incidents of lead poisoning due to the large volume of newer housing in the county and effective regulations that address this issue. The non-profit survey conducted across the County identified lead paint issues as a low priority. The Illinois Department of Public Health – Childhood Lead Poisoning Prevention Program has primary responsibility for the education and screening activities relating to lead hazards. They provide four types of services, as described below, and will continue to provide these services throughout the period of this plan.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Screening:** Identification of children with elevated blood lead levels ensures that appropriate medical follow-up occurs and adverse effects of lead poisoning are minimized. According to Illinois law, physicians are required to test all children ages 6 months through 6 years if they reside in a high-risk area, and they are required to be assessed if they reside in a low-risk area. The Illinois Lead Program recommends all children be assessed or tested as indicated at ages 12 months and 24 months using the program's Childhood Lead Risk Assessment Questionnaire. Illinois law directs child care facilities, pre-schools and kindergartens to require each parent or legal guardian of a child between the ages of 6 months through 6 years to provide a statement from a physician or health care provider that the child has been risk assessed if the child resides in an area defined as low risk by the Department or screened for lead poisoning if the child resides in an area defined as high risk.

**Case Management:** Children with confirmed venous elevated blood lead levels of 10 mcg/dL or higher are provided comprehensive case management. For children younger than 36 months of age, at confirmed venous levels of 10 mcg/dL and above and children older than 36 months of age at levels of 15 mcg/dL and above, public health nurses conduct home visits to educate families on ways to lower the blood lead level, including proper nutrition, hygiene and housekeeping. Home visits include a visual assessment of the residence to include education on other hazards in the home that could result in negative health effects.

**Education/Training:** Educational efforts focus on prevention methods and target high-risk groups. Lead poisoning awareness is increased by the distribution of educational materials, through various community-based outreach activities, annual health fairs, conferences, and coordination of training sessions. Training provides skills and knowledge to local health care providers related to lead poisoning prevention, treatment and reporting.

**Dwelling Inspections:** The Illinois Department of Public Health's Lead Program employs regional and local health department staff to inspect the dwellings of children who exhibit elevated blood lead levels. Homes with hazardous lead-based paint conditions are required to have the paint or the component that is coated with lead-based paint removed. The Department's Lead Program licenses lead paint inspectors, lead risk assessors, lead abatement contractors, lead

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

supervisors, and lead workers. The Lead Program also approves lead training courses for individuals.<sup>60</sup>

### **Lead Hazard Evaluation and Reduction in Existing Housing Programs**

HUD's Lead Safe Housing Rule, 24 CFR 35, reflecting changes made by an amendment on June 21, 2004. These regulations form the basis of new standards for addressing lead hazards in existing housing programs. A technical amendment to this Rule took effect on June 21, 2004.

#### **b. How are the actions listed above related to the extent of lead poisoning and hazards?**

Proper inspections lower the risk of possible lead poisoning if the problem can be addressed before the family moves into a new house. For inspections where a family already lives in the unit, proper identification can also reduce the chance or trigger family members possibly poisoned to get proper treatment testing completed.

#### **c. How are the actions listed above integrated into housing policies and procedures?**

**Assessment and Hazard reduction in Owner Occupied Rehab** - Homeowners are provided informational brochures on lead safe renovation. For homes built prior to 1978, an XRF Lead Risk Assessment is conducted by a certified assessor. If lead is present, a grant of up to \$10,000 is provided to provide appropriate lead remediation, which is performed by properly licensed workers. Lead clearance testing is conducted.

**Assessment and Hazard Reduction in Multi-Family Rehab** - The application for HOME and CDBG rehabilitation funding documents the age of the structure to be rehabbed. For structures built prior to 1978, the applicant is required to include the results of lead testing with the application for funding. Proper lead remediation must be part of the project and clearance testing conducted. Lead clearance testing must be completed.

**Homebuyer Programs, Rapid Re-Housing and Homelessness Prevention** – each of these programs requires some level of visual inspection for units constructed prior to 1978 with properly performed remediation of any identified deteriorating paint.

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<sup>60</sup> Illinois Lead Poisoning Prevention and the Healthy Home." *Illinois Lead Program*. Illinois Department of Public Health, n.d. Web. 2 Nov. 2014

## **12. Anti-Poverty Strategy**

### **a. Jurisdiction goals, programs, and policies for reducing the number of poverty-level families.**

DuPage County, when compared to the rest of Illinois, has experienced lower levels of poverty. According to the 2013 American Community Survey estimates, roughly 7% of households are defined as living in poverty and 3% of families are living in extreme poverty compared to roughly 13.7% of the total population of Illinois. Despite these lower numbers, over 60,000 residents continue to live in poverty in DuPage County and must rely on programs and additional resources to keep their home affordable to live in. The County is in full support of maintaining services to enhance the lives of all residents including low income, persons with disabilities, and others in need of assistance.<sup>61</sup>

#### **Goals:**

The goals of DuPage County are to connect those in poverty with all available resources, ensure they are receiving all benefits to which they are entitled (including health care), and move persons to self-sufficiency to the extent they are able.

#### **Programs available to assist in reducing the number of poverty-level families are:**

Making the Connection resources available through the DuPage Federation on Human Services Reform which train human service providers in how to help unbenefited persons obtain mainstream benefits, food, and services under the Affordable Care Act.

**Family Self Sufficiency** – administered through DuPage County Community Services empowers individuals to take control of their lives so they may become independent, productive members of their community. FSS provides comprehensive case management, counseling, educational and employment planning, to help income eligible clients to reach their personal and professional goals.

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<sup>61</sup> United States. U.S. Department of Commerce. United States Census Bureau. *2009-2013 American Community Survey 5-Year Estimates*. N.p., Feb. 2013. Web. 29 Oct. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Women, Infants, and Children Supplemental Nutrition Program (WIC)** acts as an income supplement by providing healthy food, nutrition education, case management, and coordination with other needed services for those at a high risk of malnutrition. Additional programs supplied by the state and federal government assist by providing housing vouchers, healthcare assistance, supplemental nutrition (SNAP) and other family services such as violence and pregnancy prevention services.

**Youth Housing Assistance Program (DCFS)** – To help attain or maintain housing stability for youth who are currently or previously the legal responsibility of the Illinois Department of Children & Family Services.

**Housing Counseling Programs** – Housing Choice Partners of Illinois, Inc. works with area housing authorities to offer voucher families a wide range of housing choices throughout the metropolitan Chicago region. DuPage Homeownership Center provides housing counseling services to low and moderate-income individuals and families who are seeking credit repair, homeownership, or foreclosure prevention.

**Illinois Affordable Assisted Living Initiative** – was funded to develop assisted living units state-wide. As a result of this Initiative, there are currently supportive living facilities in DuPage County.

**LIHEAP** – administered through DuPage County Community Services and providing energy assistance to extremely low income households.

**Programs which can assist with better utilization of resources, which in turn can help reduce the families living in poverty are:**

**Affordable Housing Trust Fund (Illinois Housing Development Authority (IHDA))**  
Acquisition, rehab, new construction, home buyer assistance, rental assistance for affordable housing, supportive housing for homeless and special needs persons. The source of Trust Fund revenue is half of the state real estate transfer fee. The availability of funding from the Trust

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Fund has varied widely over the last few years, due to economic shortfalls in the State of Illinois budget.

**Chicago Metropolitan Agency for Planning (CMAP)** – Local Technical Assistance (LTA) Program. CMAP was awarded a Sustainable Communities Regional Planning grant by HUD in October, 2010. With the grant, CMAP launched the LTA program. The following DuPage municipalities have ongoing planning projects funded through this grant: Addison, Bartlett, Bensenville, Carol Stream, Glen Ellyn, Hinsdale, Oak Brook, Villa Park, Wood Dale. DuPage County Department of Economic Development & Planning and the DuPage Water Commission have also received assistance.

**Community Investment Corporation** – Energy Savers Program. This energy audit program is available to owners of multifamily rental buildings containing at least five units. Low interest loans are available to initiate energy improvements.

### **Policies:**

DuPage County will enact policies that build up the capacity of the non-profit community to leverage the resources available to reach its anti-poverty goals. To enact such policies, DuPage County dedicates local resources to Giving DuPage for the purpose of non-profit capacity building. DuPage County also dedicates \$1 million in local funding each year for the non-profit community with an emphasis on projects that build self-sufficiency and reduce poverty.

### **b. How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

DuPage County will utilize CDBG funds for neighborhood investment projects to lower income neighborhoods. Capital rehab and acquisition projects are funded to further the mission of agencies, and salary reimbursement is provided to agencies to increase the number of individuals assisted.

DuPage County will utilize HOME funds to maintain and increase the supply of affordable housing and provide tenant based rental assistance.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County will utilize ESG funds to support providers of shelter and service to homeless persons by funding street outreach, emergency shelter, homeless prevention, rapid re-housing and the Homeless Management Information System (HMIS)

DuPage County currently allocates \$1 million of local dollars each year to fund the Human Service Grant Fund. Numerous agencies are selected and provided reimbursement for salaries and programs that assist residents facing a variety of issues including poverty.

DuPage County supports Giving DuPage, a non-profit corporation that works to increase volunteerism and giving in DuPage County – directly building the capacity of multiple non-profit organizations that help residents facing the issues of poverty.

DuPage County currently allocates \$150,000 to the Northern Illinois Food Bank to provide food resources for poverty level seniors.

### **13. Monitoring**

#### **a. Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Historically, the CDC has responded to changing conditions and needs of its community development partners. Changes to its application and selection process occur in order to emphasize a direct connection between activities funded and achievement of Consolidated Plan goals. This emphasis promotes measurement of outcomes of activities, and priorities are placed on activities that best achieve measurable movement toward ConPlan goals. To support this effort, the consortium will continue to:

- Analyze and present changes in trends in housing and community development needs to policy makers.
- Evaluate the effectiveness of local organizations in implementing recommended strategies.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

-Improve methods of measuring the outcomes of activities funded by the consortium's housing and community development programs.

-Recommend modifications that should be made in implementation strategies.

In addition to the measurement of progress on outcomes undertaken by the staff of the Community Development Commission, monitoring encompasses all aspects of program implementation.

**Project Agreements:** All agencies not part of County government (e.g., municipalities, non-profit groups, for profit companies, etc.) enter into an agreement with the County that sets the terms of the funding. For County departments, a Memorandum of Understanding is executed for a similar purpose. These agreements or memoranda of understanding outline the expectation for the submission of progress reports on a quarterly basis for public service project and on a monthly basis for capital and infrastructure projects. In an effort to lean the process, the County may change these monthly progress reports to quarterly reports.

**Performance in Meeting ConPlan Objectives:** The County is required to monitor its own performance in meeting the objectives of the Consolidated Plan. Using the information from progress reports, the County is able to produce an annual report that describes the overall progress in achieving ConPlan objectives.

**Compliance with Program Requirements:** For individual activities, the progress reports alert staff to program components that may need to be monitored closely for compliance issues and guidance is provided during implementation to assure compliance. The agreements specify that such guidance will be given. In addition, project sponsors activities subject to certain requirements such as procurement standards, Davis-Bacon labor requirements, or property acquisition requirements are required to submit key documents to the CDC office and receive clearance before proceeding, or before receiving payment on invoices. Finally, the CDC office requires project sponsors to submit audits of funded activities. These strategies help the County monitor compliance on an on-going basis.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Long-term Compliance of Housing Projects:** HOME-assisted rental housing projects are inspected and monitored at the time they are under construction, at the time they are put into service and thereafter in accordance with the requirements of the HOME program. DuPage County has approximately 1,000 rental units in service that are located in 39 projects that require monitoring. Monitoring requires a physical inspection of a sample of units, as well as the overall building and grounds of the project; a review of tenant files for income eligibility and documentation compliance; and a review of the financial stability and ongoing viability of the project. The CDC office maintains an ongoing log of all such properties indicating the date when inspections and site visits are due. Homeownership units through the DuPage Homeownership Center are inspected both by an inspector on behalf of the homebuyer and County staff on behalf of the County.

**Subrecipients:** Monitoring of subrecipients begins during the project selection process and continues until the terms and conditions of the project agreement have been completed. The following policies and procedures are applied:

- A risk assessment is conducted to determine which subrecipients will require the most comprehensive monitoring. Low-risk subrecipients are organizations that have satisfactory past performance, little turnover of key staff members, and that receive no more than \$50,000. High-risk subrecipients are organizations with no past performance history, organizations receiving more than \$50,000, and/or organizations going through significant changes or turnover of key staff members.
- Applicants for funding through the CDC cluster process must attend a mandatory meeting with CDC staff at the beginning of the application process. CDC staff also meets individually with each applicant for housing funding, on site if possible.
- Applicants for funding must provide financial statements and budgets for the project, as well as for the entire organization. Audited financial statements are required at various stages of the application/funding process.
- CDC staff conducts a set-up meeting to review expectations, procedures, and Federal requirements with each subrecipient at the beginning of each project (on site whenever possible).

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

- CDC staff conducts desk reviews through review of progress reports submitted for capital, infrastructure, and public service projects, and the back-up documentation required for each pay request.
- Low-risk subrecipients are monitored through at least one on-site visit during each program year.
- High-risk subrecipients are monitored through on-site visits as often as CDC staff deems necessary to evaluate project performance and ensure compliance with all Federal requirements. Length and complexity of the activity and the experience and capacity of the subrecipient are considered.

The County encourages Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) participation in all programs covered by this Consolidated Plan. The County maintains a list of certified MBE / WBE contractors which is updated throughout the year and all participants are re-certified annually. See Appendix D for the current list. Bid specifications and advertisements utilized by subgrantees, subrecipients, and developers include language encouraging MBE / WBE participation. Likewise, the MBE / WBE list is provided to subgrantees, subrecipients, and developers prior to soliciting bids so that any companies on the list that provide the work being solicited are alerted to the opportunity to bid on the work. There is currently no minimum on the number of contracts that need to be awarded to each respective enterprise listed above. In addition to outreach to MBE/WBE/Section 3 for federally funded projects, the County also follows Davis Bacon and Illinois Prevailing wage requirements to ensure proper payment is paid to each worker.



**FIRST YEAR ACTION PLAN**

This section provides a concise summary of the actions, activities, and programs that will take place during the 2015 program year to address the priority needs and goals identified in the Strategic Planning section.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **VI. First Year Action Plan**

#### **1. Expected Resources**

This section provides a summary of the actions, activities, and programs that will take place during the 2015 program year to address the priority needs and goals identified in the Strategic Planning section. Appendix B is the memorandum approved by the Community Development Commission Executive Committee on December 2, 2014 that explains the County's funding rationale and specific projects.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvement Public Services	\$3,493,505	\$101,807	\$287,595	\$3,882,907	\$13,584,618	CDBG Funds will be used to support community development programming in low and moderate income neighborhoods. Programs include neighborhood investment, acquisition, capital rehabilitation, and public services and improvement.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

HOME	Public - Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental rehab New construction for ownership TBRA	<b>\$1,312,014</b>	<b>\$321,980</b>	<b>\$602,646</b>	<b>\$2,236,640</b>	<b>\$4,323,430</b>	HOME funds will be used to develop affordable housing for low-income residents. Projects will include new construction, rehab, and homebuyer assistance.
ESG	Public - Federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional Housing	<b>\$255,126</b>	<b>-0-</b>	<b>-0-</b>	<b>\$255,126</b>	<b>\$1,020,504</b>	ESG funds will be used to assist homeless individuals with shelter services, transitional housing, and rapid re-housing services.

**Table 59 - Expected Resources – Priority Table**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **a. Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The CDBG Program regulations do not require matching funds. DuPage County, however, requires that CDBG funded neighborhood investment projects including road, sewer, sidewalk, tree removal, and other infrastructure improvements provide at least 25% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

DuPage County requires that CDBG funded removal of barriers to improve accessibility activities provide at least 50% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$50,000 in order to provide assistance to additional community residents.

DuPage County does not require CDBG funded capital improvement and acquisition of property activities for non-profit agencies to provide additional leveraging, however additional points are awarded during the application process, if such leveraging is provided. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

The HOME Program regulations require a 25% match. DuPage County does not require match on a project by project basis, as some projects do not have the ability to produce 25% match. Other projects are able to provide more than 25% match, often through donated land and/or materials. By balancing projects that can provide match with those that cannot, the overall match requirement is monitored and met. Additional funding (leveraging) is supplied by Low Income Housing Tax Credits, private funding, and a number of other funding sources.

The ESG Program requires 100% match. This requirement is met by DuPage County general funds distributed for homeless programs through the County's Human Services Grant Fund and through private foundations and United Way grants.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

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

One of the highest priorities for the CDBG-DR funds was construction of flood control measures and a reservoir at Armstrong Park in Carol Stream. DuPage County now owns the parcel on which this facility is being constructed to meet the identified need in this neighborhood. The County does not own any other specific parcels of land that could be used to address the needs identified in this plan; however, many of the needs identified in this plan will be met utilizing land owned by municipalities within DuPage County.

**c. Discussion**

The County will continue to utilize a competitive application process and diversification of funds across multiple activities to ensure the best projects serving the lowest income and most in need are funded. Local funding and minimum matching requirements will continue to be required to ensure funding is diversified across multiple agencies and municipalities. The County will continue to review the needs of the residents and adjust funding where needed over the next 5 years and adjust if funding is reduced.

**2. Annual Goals and Objectives**

**a. Goals Summary Information**

**Annual Goals Summary**

<b>Goal</b>	<b>Description</b>	<b>Category</b>	<b>Outcome</b>	<b>Objective</b>	<b>Priority Needs Addressed</b>	<b>Projected Persons Assisted</b>
#1 – Viable Urban Community - Infrastructure	Infrastructure Improvements	Non-Housing Community Development	Sustainability	Create Suitable Living Environments	Neighborhood Investment – Water, Sewer, and Street	3,240
#2 – Suitable Living Environment – Non-Profit Capital	Public Facilities Capital Improvements	Non-Housing Community Development	Availability / Accessibility	Create Suitable Living Environments	Neighborhood Investment – Public Facilities	1,940
#3 – Suitable Living Environment – Spec. Needs Facility	Construction and Rehab of Special Needs Facilities	Non-Homeless Special Needs	Availability / Accessibility	Create Suitable Living Environments	Neighborhood Investment – ADA Compliance and Public Facilities	6
#4 – Viable Urban	Public Service – Non-	Public Services	Availability / Accessibility	Create Suitable	H&S Child Abuse and Life	4,360

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Community – Public Service	Housing	Including NRCs		Living Environments	Skills – Budget and Financial Consulting	
#5 – Provide Decent Housing – Public Service	Public service - Housing Benefit	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – First Time Homebuyer Assistance	360
#6 – Provide Decent Housing – Rehab Rental Units	Rehab Affordable Housing	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – Affordable Rental Units Need	12
#7 – Suitable Living Environment – Homeless	Provide Interim and Overnight Housing	Homeless	Availability / Accessibility	Create Suitable Living Environments	Housing – Emergency Shelters	1,260
#8 – Suitable Living Environment – Homeless Prevention	Homeless Prevention Services in Courts and Facilities	Homeless	Availability / Accessibility	Create Suitable Living Environments	H&S – Substance Abuse and Mental Health Services, Housing – Legal Counsel	1,560
#9 – Provide Decent Housing – Single Family Rehab	Rehabilitation of Owner Occupied Homes	Affordable Housing	Affordability	Provide Decent Affordable Housing	Housing – Rehab of Owner Occupied Units Need	7

**Table 60 – Goals Summary**

**b. Introduction**

The County will administer approximately \$24,412,000 in funds over the next 5 year timeframe and a number of initiatives and activities are planned to address the issues facing the community.

Appendix B outlines projects that will be funded in 2015 by the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) programs. The funds available from these grant programs include new grants expected to be received in 2015. Additionally, this Action Plan covers the use of program income earned on prior years' expenditures and investments, such as loan proceeds and repaid funds, and the use of reallocated dollars from prior years. Projects receiving funding over \$200,000 will be funded over a 2 year period, and are shown as A-List and B-List amounts on Figures AP-1 and AP-2.

Figures AP-1 through AP-5 below outline the projects for the next year.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### 2015 FUNDING RECOMMENDATION - CAPITAL PROJECTS

	Final
Capital funds available:	\$ 1,091,616
<b>TOTAL</b>	<b>\$ 1,091,616</b>

Applicant	Project	Total Capital Cost	Capital Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
Ray Graham Association for People With Disabilities	Specialized Living Center Renovation: 24 Bathrooms	\$393,984.00	\$351,886.00	Yes	69.57	\$200,000.00	\$151,886.00
United Cerebral Seguin Services - UCP Seguin Services	Employment and Life Skills Center for Persons with Developmental Disabilities	\$800,000.00	\$400,000.00	Yes	65.14	\$200,000.00	\$200,000.00
Almost Home Kids	Naperville Capital Improvements	\$190,000.00	\$160,000.00	Yes	64.68	\$160,000.00	\$0.00
HOPE Fair Housing Center	A Home for HOPE	\$420,800.00	\$200,000.00	Yes	60.30	\$200,000.00	\$0.00
Little City Foundation	CILA Home Renovation - Danby Court (Hanover Park)	\$39,085.00	\$25,985.00	Yes	59.39	\$25,985.00	\$0.00
Family Shelter Service	Rehabilitation for Shelter Facilities	\$92,422.92	\$92,422.92	Yes	59.20	\$92,422.00	\$0.00
DuPage PADS	Roof Replacement for the 703 W Liberty	\$13,209.00	\$13,209.00	Yes	56.44	\$13,209.00	\$0.00
Lutheran Child & Family Services of Illinois	Lutherbrook Child and Adolescent Center	\$800,000.00	\$400,000.00	Yes	56.27	\$200,000.00	\$200,000.00
Senior Home Sharing	Purchase of New Residence	\$1,420,180.00	\$400,000.00	Yes	55.00	\$0.00	\$0.00
Community Housing Advocacy and Development (CHAD)	CHAD Headquarters Building Rehab	\$174,687.38	\$87,343.69	Yes	54.30	\$0.00	\$0.00
Elmhurst - Yorkfield Food Pantry	Building and Accessible Food Pantry for Eastern Dupage County	\$908,400.00	\$230,000.00	Yes	52.67	\$0.00	\$0.00
Bridge Communities	Capital Rehabilitation Project for Headquarter Office Building	\$133,000.00	\$113,000.00	Yes	44.45	\$0.00	\$0.00
DuPage County Convalescent Center	Center and South Building Window Replacement Project	\$688,879.00	\$400,000.00	Yes	37.34	\$0.00	\$400,000.00
<b>TOTAL</b>		<b>\$6,074,647.30</b>	<b>\$2,873,846.61</b>			<b>\$1,091,616.00</b>	<b>\$951,886.00</b>

**Figure AP-1**

### 2015 FUNDING RECOMMENDATION - NEIGHBORHOOD INVESTMENT (NI)

	Final
NI funds available:	\$ 918,228
<b>TOTAL</b>	<b>\$ 918,228</b>

Applicant	Project	Total Eligible Cost	CDBG Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
The Village of Villa Park	North Princeton Water Main Improvement Project	\$528,000.00	\$396,000.00	Yes	49.0	\$200,000.00	\$196,000.00
City of Wood Dale	Mill Road Water Main Replacement	\$850,000.00	\$400,000.00	Yes	42.4	\$200,000.00	\$200,000.00
The Village of Addison	Iowa Avenue Watermain Replacement & Resurfacing Project	\$566,000.00	\$395,500.00	Yes	39.0	\$200,000.00	\$195,500.00
Village of Woodridge	Street Resurfacing - Scenicwood Lane and Elm Avenue	\$157,638.33	\$118,228.75	Yes	36.6	\$118,228.00	\$0.00
The Village of Glendale Heights	East Fullerton Avenue - Roadway Construction	\$947,304.88	\$400,000.00	Yes	31.9	\$200,000.00	\$200,000.00
<b>TOTAL</b>		<b>\$3,048,943.21</b>	<b>\$1,709,728.75</b>			<b>\$918,228.00</b>	<b>\$791,500.00</b>

**Figure AP-2**

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>2015 FUNDING RECOMMENDATION - NEIGHBORHOOD RESOURCE CENTER CLUSTER</b>									
		<b>Original</b>	<b>Change</b>	<b>Final</b>					
<b>Public services funds:</b>		\$ 76,564	\$ -	\$ 76,564					
<b>TOTAL</b>		\$ 76,564	\$ -	\$ 76,564					

Applicant	Project	Total Pub Serv Cost	Pub Serv Request	Total Capital Cost	Capital Request	Mts Min Req	FY11 Total Pts	Recommendation	
								A-List	B-List
Community House	The Willowbrook Corner Learning Program	\$247,364	\$35,000	-	-	Yes	111.0	\$13,774	\$21,226
Outreach Community Services, Inc. d.b.a. Outreach Community Center	Superb Student/Learn2Earn	\$116,612	\$15,000	-	-	Yes	108.5	\$13,468	\$1,532
Addison Student Participation Center, Inc.	Henry Hyde Resource Center After School Program	\$190,000	\$20,000	-	-	Yes	106.0	\$13,156	\$6,844
Outreach Community Services, Inc. dba Puente del Pueblo	Main Park Neighborhood Resource Center	\$98,944	\$15,000	-	-	Yes	103.0	\$12,782	\$2,218
Addison Student Participation Center, Inc.	Addison SPC After School Program	\$41,000	\$20,000	-	-	Yes	98.4	\$12,215	\$7,785
Outreach Community Services, Inc. dba Puente del Pueblo	Timberlake Neighborhood Resource Center	\$72,323	\$18,531	-	-	Yes	90.0	\$11,168	\$7,363
<b>TOTAL</b>		<b>\$766,243</b>	<b>\$123,531</b>	<b>\$0</b>	<b>\$0</b>		<b>617</b>	<b>\$76,564</b>	<b>\$46,967</b>

**Figure AP-3**

<b>2015 FUNDING RECOMMENDATION - ACCESSIBILITY (ADA)</b>									
				<b>Final</b>					
<b>ADA funds available:</b>				\$ 50,000					
<b>TOTAL</b>				\$ 50,000					

Applicant	Project	Total Eligible Cost	CDBG Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
Village of Hinsdale, Memorial Building, 19 E. Chicago Avenue	Memorial Building ADA Improvements	\$102,900.00	\$50,000.00	Yes	46.8	\$50,000.00	
<b>TOTAL</b>		<b>\$102,900.00</b>	<b>\$50,000.00</b>			<b>\$50,000.00</b>	<b>\$0.00</b>

**Figure AP-4**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

<b>2015 FUNDING RECOMMENDATION - HOUSING &amp; HOMELESS</b>						
					<b>Final</b>	
<b>Public services funds:</b>					\$	414,000
<b>TOTAL</b>					\$	414,000
Applicant	Project	Total Pub Serv Cost	Pub Serv Request	Mts Min Req	Type of Activity	Funding Recommendation
360 Youth Services	Cornerstone Shelter for Boys	\$771,888	\$33,000	Yes	Housing	\$33,000
Bridge Communities, Inc.	Essential Program Services for Homeless Families	\$2,184,895	\$33,000	Yes	Housing	\$33,000
Catholic Charities, Diocese of Joliet	Emergency Services & Homeless Prevention & Daybreak Transitional Housing Program	\$561,640	\$33,000	Yes	Housing	\$33,000
Catholic Charities, Diocese of Joliet	Hope House	\$360,470	\$33,000	Yes	Housing	\$33,000
DuPage Homeownership Center (DHOC)	Foreclosure Prevention/Homelessness Prevention/Counselor in Court	\$412,200	\$15,000	Yes	Services	\$15,000
DuPage P.A.D.S.	Interim Housing Program and Client Service Center	\$770,152	\$33,000	Yes	Housing	\$33,000
DuPage P.A.D.S.	Street Outreach	\$996,432	\$27,000	Yes	Services	\$27,000
Family Shelter Services	Shelter Services	\$652,463	\$33,000	Yes	Housing	\$33,000
HCS Family Services	Homeless Assistance and Prevention Support	\$324,315	\$15,000	No	Services	\$0
Midwest Shelter for Homeless Veterans., Inc.	Marine L. Cpl. Nicholas Larson Home	\$313,604	\$33,000	Yes	Housing	\$33,000
Outreach Community Services, Inc.	Case Management Program	\$320,131	\$15,000	Yes	Services	\$15,000
People's Resource Center	Homeless Prevention Program	\$163,400	\$15,000	Yes	Services	\$15,000
Prairie State Legal Services	Homelessness Prevention Legal Project	\$132,000	\$33,000	Yes	Housing	\$33,000
Prairie State Legal Services	Homeless Prevention Continuum of Care Replacement Funds	\$132,000	\$45,000	Yes	Housing	\$45,000
Serenity House Counseling Services, Inc.	Residential Substance Abuse Treatment Program - Extended Residential Care (ERC)	\$787,744	\$33,000	Yes	Housing	\$33,000
<b>TOTAL</b>		<b>\$8,891,334</b>	<b>\$429,000</b>			<b>\$414,000</b>

**Figure AP-5**

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

The County conducted extensive surveys of both municipal and non-profit partners. High and low priorities are determined via those surveys, and the County attempts to fund projects that meet municipal and non-profit agency needs, within the constraints of diminishing resources.

The main obstacle for addressing underserved needs over the next five years is the funding available and the uncertainty of future amounts that will be available in the coming years. In 2014 the County received \$767,298 less than it received in 2010. Each year application requests continually exceed the funding available and the County tries to allocate funding proportionally to the activities identified as the highest need.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **3. Geographic Distribution**

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

The County does not have a specific geographic area(s) it plans to invest into. A project must be located in a HUD defined low-moderate income block group of at least 35.83% if it is serving a defined service area. The most recent figures provided by HUD will be used until newer data is released. The most recent HUD figures were provided June 10, 2014 with an effective date of July 1, 2014. The size of block groups has increased when compared to the size of the block groups used in 2000. Staff will determine if the project location reasonably coincides with the block group area. If the service area does not reasonably coincide with the block group area then a HUD-approved income certification process must be completed. Service areas with a higher percentage concentration of low income residents will generally be a higher priority. The choice to apply for these funds will be in the hands of each municipality located within the County jurisdiction and will be scored competitively.

#### **b. Rationale for the priorities for allocating investments geographically**

It is the policy of the DuPage Community Development Commission and the DuPage HOME Advisory Group that greater locational choice is promoted in the development of affordable housing in the DuPage County area. This policy will be promoted in the implementation of the Community Development Block Grant Program and the HOME Investment Partnership Act program.

All project applications reviewed by the DuPage Community Development Commission for funding by the DuPage County CDBG program or reviewed by the DuPage HOME Advisory Group for funding by the DuPage Consortium HOME program that propose new construction of affordable housing or otherwise adding to the affordable housing stock will be evaluated for the suitability of the proposed site. The County's HOME Advisory Group adopted the Community Development Commission's "Geographic Distribution Policy", attached as Appendix G. That policy promotes greater locational choice for both low and moderate-income persons and minorities.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The County has not identified any specific priority geographic areas for neighborhood investment activities such as road, sewer, and sidewalk reconstruction. Eligible projects must be located in a block group with a low-mod percentage of at least 35.8% or be demonstrated as low income by a HUD approved income survey. Additional points are awarded for a project that serves a higher percentage of low-mod income individuals. The same guidelines apply to public service projects that serve individuals on a local level such as a specific neighborhood rather than residents from across the County. The remainder of funds will be distributed to agencies that income qualify each client or fall into a presumed benefit category defined by HUD.

### **4. Affordable Housing**

#### **a. Introduction**

During the next year, DuPage County estimates that 38 new rental units will be created or preserved. Of the units created, all units will be affordable to incomes less than 60% MFI with additional set asides from the total units to specifically serve households at less than 50% (20 units) and households at less than 30% (10 units). During the next year, DuPage County estimates assisting 12 households at 80% or less of MFI through its first-time homebuyer program.

As noted in the Strategic Plan, homeownership is becoming slightly more attainable as the economy slowly improves, more jobs are available, and the price of some homes remains affordable in several areas throughout the County. The DuPage Homeownership Center continues to develop strategies for homeownership. The number of households able to participate in the DuPage Homestead program has been increasing over the last two years and is projected to stay strong.

Barriers to affordable housing, which include local planning and zoning, building codes, fragmented local government structure, costs and housing the most difficult populations most often pertain to development of new rental units. DuPage County will continue to collaborate with municipal community development departments through the Community Development Commission to seek solutions to permitting and inspection situations.

It is also important to note that issues that affected “affordable” housing often are also “fair housing issues” because they are experienced by protected classes. The County will continue to fund agencies that specialize in the legal areas of affordable housing. HOPE Fair Housing is also funded

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

by CDBG dollars. HOPE’s mission is “to create greater housing opportunities for all. We want to ensure everyone has the chance to live in the community/home/apartment of their choice free from discrimination based on race, color, religion, national origin, sex, disability, familial status, or any other characteristics protected under state or local laws. HOPE accomplishes this through education, outreach, enforcement, training, and advocacy.”

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	87
Special-Needs	3
Total	90

**Figure AP-6**

<b>One Year Goals for the Number of Households Supported Through:</b>	
Rental Assistance	0
The Production of New Units	46
Rehab of Existing Units	32
Acquisition of Existing Units	12
Total	90

**Figure AP-7**

**b. Discussion**

A total of 90 households are projected to be supported through a number of strategies in the next year. Although 0 homes dedicated to homeless households are projected, salary reimbursements to a number of non-profit agencies specializing in providing homeless services will be provided through CDBG and ESG grants. The County will continue to look for opportunities to fund activities to support households facing homelessness by providing salary reimbursement for exceptional non-profit agencies.

**5. Public Housing**

**a. Introduction**

The DuPage Housing Authority (DHA) does not manage any public housing. Previous Consolidated Plans included information about the Aurora Housing Authority. The City of Aurora has withdrawn from the DuPage Consortium; therefore, information regarding the Aurora Housing

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Authority and its units of public housing will no longer appear in the DuPage County Consolidated Plan. The DHA has been serving the County for 72 years and continues to primarily provide safe, decent, sanitary, and affordable housing. Their primary service is to administer the Housing Choice Voucher (HCV), which allows eligible families to lease a housing unit, suited their family size by any landlord. The landlord agrees to participate in the program and to maintain the housing in compliance with the Housing Quality Standards required by the U.S. Department of Housing and Urban Development (HUD).

During FY 2014, the DuPage Housing Authority served 3,066 families composed of 8,208 individuals. Of the 3,066 households served in the last year, 89% were households with a female as the head. The remaining 11% had a male head of household. Of the 8,208 individuals served, 44% (3,616) were children under the age of 18. Although there are several factors that must be evaluated to determine a household's eligibility to participate in the HCV program, financial status is a primary driver for this program.

### **b. Actions planned during the next year to address the needs to public housing**

The DuPage Housing Authority does not expect growth in the Housing Choice Voucher program during the coming year, and anticipates few changes in the core demographics for the program. The Authority will continue to reach out to potential landlords to maintain an adequate supply of affordable housing for the HCV program participants.

DHA is participating as the administering agency for two Rental Assistance Demonstration (RAD) conversions. This is a special program of HUD that allows public housing agencies to convert their Tenant-Based Vouchers into Project Based Vouchers. DHA began to administer sixty-six RAD Project Based Vouchers in 2014, a number that will remain the same in 2015.

### **c. Actions to encourage public housing residents to become more involved in management and participate in homeownership**

DuPage County does not currently have any public housing units within its jurisdiction. The DuPage Homeownership Center (DHOC) assists first-time home buyers and low-income, single-parent and minority households through various programs, such as education for first-time home

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

buyers, credit counseling, financial literacy training, and foreclosure prevention counseling. DHOC also links home buyers to financing packages that help reduce interest charges, and thereby increase the purchasing power of low-income households.

### **d. If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

This DHA is not designated as a troubled PHA.

## **6. Homeless and Other Special Needs Activities**

### **a. Introduction**

The DuPage County planned actions toward ending homelessness are guided by the County Plan to End Homelessness, updated in 2008, citing fundamental service delivery components and key homeless system foundation and resources.

### **Service Delivery Components**

**Homeless Prevention:** assist persons at risk to maintain their housing through emergency assistance and eviction prevention.

**Outreach & Engagement:** conduct outreach to shorten homelessness, and community outreach to build awareness and support.

**Housing:** generate long-term housing solutions (supply, vouchers, and models) and a way to navigate the system in order to re-house everyone in a timely way.

**Employment/ Other Income:** provide access to mainstream benefits, employment and other income.

**Services:** provide and link to case management, mental health, substance use, and health care services to shorten homelessness and increase housing stability.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **Key Homeless System Foundation & Resources**

**Needs Assessment Data:** utilize data collected in the Homeless Management Information System (HMIS), and the homeless count to influence system decisions.

**Funding:** seek funding from the HUD Continuum of Care, Illinois Dept. of Human Services Homeless Prevention and ESG funds, DuPage County Community Development Block Grant Funds, Human Services Grant Fund and others as available.

**Systems Change:** promote discharge planning and housing advocacy to prevent homelessness and shorten the length of time people spend homeless.

The DuPage County planned actions further the significant progress already made through the focused support of service delivery components and systemic foundation and resources for homeless, at-risk of homelessness, non-homeless special-needs populations that will benefit from supportive housing. These will be supported in the action plan through funding allocations for homeless interim and overnight housing, outreach to unsheltered homeless, homelessness prevention in courts and facilities, public services providing non-housing and specific housing needs, and non-homeless special needs facilities construction and rehabilitation.

### **b. Describe the jurisdiction one-year goals and actions for reducing and ending homelessness**

The one year goals and actions direct the efforts of the County to meet the 2008 Updated Plan to End Homelessness with continued support of the system delivery components and system foundation and resources, through infrastructure improvement, public facilities capital improvements, construction and rehab of special-needs facilities, public service non-housing and public service housing benefit, construction of affordable housing rental units, rehabilitation of affordable housing, interim and overnight housing, prevention services in courts and facilities, and rehabilitation of owner occupied homes.

The one year goals and actions for reducing and ending homelessness allocate resources to meet the needs of the homeless, those at-risk of homelessness, and the non-homeless special needs

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

populations through direct funding to rental assistance, production of new housing units, rehabilitation of existing units and acquisitions of existing units.

The DuPage Continuum of Care (CoC) service delivery components that prevent homelessness and rapidly re-house the homeless with a housing first model are supported with allocated funding that allows providers to dedicate outreach to those in need with multiple information and access points for emergency assistance. Faith and community based organizations and local education agencies are made aware of available housing and emergency assistance and participate in joint planning.

The CoC's Homelessness Prevention Providers (HPP) develops standard protocols for screening, and eligibility determination. Case Managers complete assessments to determine the best way to assist an applicant regain stability in their current housing; to achieve stability as they move to new permanent housing or, for those in emergency shelters or who are unsheltered, to move as quickly as possible into permanent housing and achieve stability. Persons identified as homeless will be connected with easy-to-access housing providers within CoC agencies strategically located throughout the County.

As with homelessness prevention services, when no other housing option is available, persons may be connected with financial and supportive services with the goal to both secure and establish stability in permanent housing. Assistance provided may include: assistance with rental application fees, security deposits, last month's rent, utility deposits and payments, moving costs, case management, landlord-tenant mediation and credit repair.

The DuPage County Community Development Commission and Community Services focus funding allocations to meet the system foundation and resources through capital improvement, affordable housing construction and rehabilitation of rental units, special-needs facilities construction and rehabilitation, and acquisition of existing affordable housing units.

To secure housing, the DuPage County Community Services can offer a housing packet which includes local housing resources, information on non-profit landlords and web-based resources for

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

a broader search. Use of the Shared Housing Program expands housing resources by matching “seekers” with housing “providers”; in some cases, “rent” can be paid via services to the provider.

### **c. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The DuPage Continuum of Care (COC) provides outreach to those in need with multiple information and access points for emergency assistance. Faith and community based organizations and local education agencies are made aware of available housing and emergency assistance and participate in joint planning. Information is available to the public through wide distribution of printed brochures, web-based information systems, an Information & Referral Hotline & a 24-hour housing hotline. Free legal representation is available at Eviction Court. CoC agencies partake in community fairs, “clinics” or walk-in events designed to engage unsheltered persons in services. Other efforts such as street outreach & meal-only service at the shelter target unsheltered homeless persons. The DuPage Health Dept. participates in these efforts to engage the unsheltered for placement in their chronically homeless beds.

Persons calling the DuPage Information & Referral Hotline are screened for housing risk and homelessness followed by an in-depth telephone assessment of housing status, risks and opportunities. Agencies prioritize those who are homeless for expedient services. The CoC’s Homelessness Prevention Providers (HPP) develop standard protocols for screening, and eligibility determination. Case Managers complete assessments to determine the best way to assist an applicant regain stability in their current housing; to achieve stability as they move to new permanent housing or, for those in emergency shelters or who are unsheltered, to move as quickly as possible into permanent housing and achieve stability.

With proper authorization, coordination of services is standard through use of the Homeless Management Information System (HMIS).

### **d. Addressing the emergency shelter and transitional housing needs of homeless**

Persons identified as homeless will be connected with easy-to-access housing providers within CoC agencies strategically located throughout the County. As with homelessness prevention services,

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

when no other housing option is available, persons may be connected with financial and supportive services with the goal to both secure and establish stability in permanent housing. Assistance provided may include: assistance with rental application fees, security deposits, last month's rent, utility deposits and payments, moving costs, case management, landlord-tenant mediation and credit repair.

To secure housing, the DuPage County Community Services can offer a housing packet which includes local housing resources, information on non-profit landlords and web-based resources for a broader search. Use of the Shared Housing Program expands housing resources by matching "seekers" with housing "providers"; in some cases, "rent" can be paid via services to the provider.

DuPage County dedicates nearly all of its public service funding cap under the Community Development Block Grant to shelter and transitional housing operation and essential services. Additionally, Community Development Block Grant funds are used to produce or preserve units of transitional and permanent supportive housing.

**e. Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

In coordination with emergency shelters, domestic violence shelters, transitional housing programs, educational & legal services partners & the community, the County will respond to those who become homeless.

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Our homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case managers and counselors explore and assess clientele's disabling conditions; referring and linking to resources for further assistance when

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

warranted. Our emergency shelters coordinate services with the Health Department, Medical Providers and Educational partners to identify, engage, assess and comprehensively serve those who are chronically homeless or at-risk who may have special needs.

Creating new permanent housing beds for disabled veterans is a CoC priority. The Midwest Shelter for Homeless Veterans is a primary provider of veterans housing and services. They operate the only VA grant and per diem housing program in DuPage County. Midwest Shelter also conducts a weekly street outreach program to identify unsheltered veterans. Clients are referred as needed to Hines Veterans Hospital for both medical care and case management and Midwest Shelter for housing and services. The Dept. of Veterans Affairs at Hines hospital is a critical linkage providing primary medical, psychiatric, and substance abuse treatment. They visit the shelters to meet homeless veterans and explain programs and benefits. The IL Dept of Veterans Affairs helps apply for veterans benefits/entitlements such as pension, disability, etc. Prairie State Legal Services also provides assistance with applications to mainstream services including Social Security benefits for those who are homeless regardless of Veteran status.

Assessments, interviews, and assistance applications assess income and expenses to ensure ability to maintain housing. Case Managers connect clients to mainstream resources and provide case management services beyond the assistance. Case management services assist program participants in gaining employment, improving education/job skills, learning budgeting skills, initiating savings plans, locating stable housing & accessing medical, dental, credit, and legal help. The County also offers Tenant Landlord Rights education which includes information on fair housing and other issues to increase successful tenancy.

**f. Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The CoC provides information and access points for emergency housing assistance to health care programs including mental health, hospitals, substance abuse treatment and health clinics. Our homelessness prevention and rapid rehousing agencies, emergency shelters, domestic violence shelters and transitional housing programs case managers and counselors explore and assess clientele's disabling conditions; referring and linking to resources for further assistance when warranted. Our emergency shelters coordinate services with the Health Department, Medical Providers and Educational partners to identify, engage, assess and comprehensively serve those who are chronically homeless or at-risk who may have special needs.

The goal of the CoC is to eliminate homelessness in DuPage County by providing a comprehensive, seamless array of services that begin by preventing homelessness whenever possible and end with ensuring that every resident of this county has their basic needs of food, clothing, and housing met along with achieving their maximum level of self-sufficiency. Through a coordinated system of a small network of agencies, the Continuum of Care's Homeless Prevention Providers Committee develops best practices to assesses, qualify and deliver services to operate efficiently and assist the maximum number of persons possible using both public and private resources. Access is essential; any person who needs emergency assistance to avoid homelessness will be able to obtain this assistance without location, cultural, or language barriers. Assessment is key to ensure the most effective use of homelessness prevention resources; standardized practices for eligibility determination and documentation exists across agencies. The provision of supportive services aids to prevent homelessness in the immediate situation as well as the long term. Coordination of services prevents duplication of effort among collaborative agencies and promotes cooperative planning and service delivery.

360 Youth Services provides a transitional housing program to service homeless young adults struggling with maintaining independence and who currently have no place to reside.

"Formalized Systems Prevention Advocacy" is part of the CoC Plan to End Homelessness.

Discharge protocols have been created for foster care, health care, mental health, and corrections.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

The CoC is exploring options to make significant improvements to our standardized intake, assessment and follow up protocol. Using the HMIS system, this uniform assessment will gather data required as we respond to emergency needs.

### **7. Barriers to Affordable Housing**

#### **a. Introduction**

The lack of affordable housing for lower-income households has been linked with instability and an increased risk of homelessness. With cost burdens of >30% and >50% affecting owner households and renter households alike, instability and the risk of homelessness affect many households.

Other areas that could impact stability and an increased risk of homelessness are prolonged unemployment, foreclosure, mental illness, domestic violence, drug or alcohol addiction, unanticipated medical expenses, disabilities, exiting an institution such as jail or a mental health facility, exiting a skilled nursing care center and other emergency expenses. Each area that impacts the ability to maintain affordable housing requires specific attention and the County can take steps and collaborate with agencies and local governments to continue increasing the stock of affordable housing in all neighborhoods.

#### **b. Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

Housing problems continue to affect residents of DuPage County. Using 2006-2010 CHAS data, the County identified 13% of households as having one or more of the four housing problems listed in this section. Approximately 5% of households in DuPage County were living with 0-30% AMI. Households operating at a deficit see higher rates of homelessness, frequent changes of residence, and a multitude of other issues.

Even though homeownership is more attainable today than it has been in recent years, there is still an affordability gap even for moderate income households. Strategies to address barriers for affordable housing include:

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**-Federal and State Funding -** These sources of funding to meet affordable housing needs are not sufficient to meet all needs. To address this shortfall it is important to apply for all the resources that are available the County. Therefore, the County will not only apply for all resources it is eligible for, but will also assist other agencies in applying for funds.

**-Innovative Private and Public Sector Financing and Partnerships -** The County will continue to work with private lenders and with the DuPage Housing Authority to develop new ways of financing affordable housing. The DuPage Homeownership Center continues to develop innovative strategies for homeownership. The County has partnered with DuPage Habitat for Humanity to build a 13 home subdivision and to rehabilitate houses under the Neighborhood Stabilization Program. Habitat's vast network of corporate partners and volunteers provides needed leveraging.

**-Containing Costs -** The ability of government to contain the high cost of housing to the consumer is limited. The DuPage Homeownership Center will continue to work with local lenders and seek government subsidies to lower the cost of financing for low-income buyers. The County and the DHA will continue to work to lower financing costs for developers of new housing and investors seeking to maintain existing affordable housing.

**-Strategic Plan for DuPage County Government –** In May of 2007, the County Board approved a strategic plan which set goals for affordable housing. The goals include expanding the County's leadership role in affordable housing solutions through education, coordination, and collaboration and to actively participate in local efforts to create practical models for affordable housing development.

**-Individual Jurisdiction Actions –** Each jurisdiction can take actions to help minimize any negative impacts of restrictive building codes by encouraging fast-track or one-stop permit processing, promoting the use of time-saving and cost-saving techniques within reasonable health and safety parameters, provide technical assistance, information and other support to local communities, and encourage affordable housing by using development controls to pursue goals.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**-Cooperation Between Units of Government** – The development of strategies for encouraging new affordable housing opportunities requires a cooperative approach. The countywide planning process is a framework for such an approach, but it is clear that the implementation of strategies will need to encourage all units of government to participate in the solution.

**-GO TO 2040 Plan** – The Chicago Metropolitan Agency for Planning is working on a regional plan entitled “GO TO 2040”. This plan encourages building a regional vision to “create more compact, mixed-use, livable communities” and places an emphasis on transit oriented development. The Center for Neighborhood Technology has also completed a “housing plus transportation” study of the Chicago region.

**-Educating the Community** – The public’s misperception of affordable housing can lead to resistance to the development of affordable housing within their community. The DuPage County Community Development Commission stays informed of legislative efforts through the DuPage Housing Action Coalition (DHAC), an organization that advocates for affordable housing at the local, state, and national level.

### **c. Discussion**

DuPage County along with agencies operating throughout DuPage County, seek to address the housing problems residents experience by increasing the supply of affordable housing, reducing housing cost burden, reducing overcrowding and facilitating investment to improve substandard housing in neighborhoods across the County.

## **8. Other Actions**

### **a. Introduction**

The actions identified below will improve the county’s ability to develop a viable urban county, maintain and increase decent, affordable housing, and provide a suitable living environment.

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

The most ominous obstacle for meeting underserved needs is diminishing resources. The County always receives more eligible, viable requests for funds than the amount of funds available. Since

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

the last 5-year Consolidated Plan the CDBG Program has decreased from \$4,260,803 to \$3,493,505 (-18%). Likewise, the HOME Program has fallen from \$1,951,789 to \$1,312,014 (-32%). The County will continue to encourage, and, depending on the type of project, require leveraged funds. The CDBG Program regulations do not require matching funds. DuPage County, however, requires that CDBG funded neighborhood investment projects including road, sewer, sidewalk, tree removal, and other infrastructure improvements provide at least 25% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

DuPage County requires that CDBG funded removal of barriers to improve accessibility activities provide at least 50% leveraging from the applicant for a project to be eligible. Additional points are awarded in the application process for providing additional leveraging. A funding request may not exceed \$50,000 in order to provide assistance to additional community residents.

DuPage County does not require CDBG funded capital improvement and acquisition of property activities for non-profit agencies to provide additional leveraging, however additional points are awarded during the application process, if such leveraging is provided. A funding request may not exceed \$400,000 in order to provide assistance to additional community residents.

The HOME Program regulations require a 25% match. DuPage County does not require match on a project by project basis, as some projects do not have the ability to produce 25% match. Other projects are able to provide more than 25% match, often through donated land and/or materials. By balancing projects that can provide match with those that cannot, the overall match requirement is monitored and met. Additional funding (leveraging) is supplied by Low Income Housing Tax Credits, private funding, and a number of other funding sources.

The ESG Program requires 100% match. This requirement is met by DuPage County general funds distributed for homeless programs through the County's Human Services Grant Fund and through private foundations and United Way grants.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

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

The County will continue to evaluate and fund projects that increase the stock of affordable housing. A project that maintains or increases the affordable housing stock will be identified as a high priority. In addition to providing funding for rehab or new construction of affordable housing, collaboration will be encouraged with outside agencies to leverage funding, eliminate barriers to affordable housing and provide services for residents to find housing within DuPage County. Additional details and analysis to further affordable housing can be found in the Strategic Plan.

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

Estimates of lead based paint hazards in owner occupied and renter occupied units are based on the year that structures are built. Studies of the incidence of lead paint hazards done at the national level have determined the likelihood of these hazards existing in units built prior to 1980. Units built from 1960 to 1979 have a 62% chance of lead paint hazards, units built from 1940 to 1959 have an 80% chance, and units built before 1940 have a 90% chance.

Based on these probabilities and low-income occupancy information, it is estimated that there are 62,000 low-income households in the Consortium area that could potentially be at risk of lead hazards. This number would include 37,000 renters and 25,000 owners. However, despite these high potential numbers, the actual incidence of lead poisoning, as reported by the Illinois Department of Public Health, is relatively low. The “Illinois Lead Program Annual Surveillance Report” issued November 2012 covered the year 2011. Of the 9,442 children tested in DuPage County for the first time in 2011, 41 had elevated blood lead levels. Data collected through our single-family rehab program would also indicate that few houses have large amounts of lead-based paint. Nonetheless, the estimate of potentially affected homes is large enough to suggest that the County should be prepared to deal with these hazards. In order to address this issue, the County has developed a two-part strategy that is described below.

### **PUBLIC EDUCATION AND SCREENING**

DuPage County experiences relatively few incidents of lead poisoning due to the large volume of newer housing in the county and effective regulations that address this issue. The Illinois

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Department of Public Health – Childhood Lead Poisoning Prevention Program has primary responsibility for the education and screening activities relating to lead hazards. They provide four types of services, as described below, and will continue to provide these services throughout the period of this plan.

- **Public Information:** The Illinois Department of Public Health provides information to the general public about the dangers of lead poisoning and how residents can address the issue. Flyers are provided on request, and distributed through its Childhood Lead Prevention program.

- **Testing for Lead Hazards in the Home:** Testing is done in cases where a lead hazard is suspected, or when a child's blood lead level meets the threshold to require the environmental testing.

- **Screening for Elevated Blood Levels:** Where tests produce evidence of children being exposed to lead hazards, the Illinois Department of Public Health will screen children for lead poisoning.

- **Counseling:** When lead hazards are present or when there are positive tests for lead poisoning, counseling for the family is made available.

### **Lead Hazard Evaluation and Reduction In Existing Housing Programs**

HUD's Lead Safe Housing Rule, 24 CFR 35, reflecting changes made by an amendment on June 21, 2004. These regulations form the basis of new standards for addressing lead hazards in existing housing programs. A technical amendment to this Rule took effect on June 21, 2004.

### **Assessment and Hazard Reduction In Single Family Rehab**

- An Application is completed by the homeowner, which includes a question concerning the age of the home.

- EPA brochure "Protect Your Family from Lead in Your Home" is enclosed with the application package.
- The homeowner/applicant is required to sign a statement that they have received and read the lead brochure.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

- For homes built prior to 1978, an XRF Lead Risk Assessment is authorized to be conducted by a certified assessor.
- If lead is present, a grant of up to \$10,000 is provided to the homeowner to provide appropriate lead remediation measures.
- Lead remediation work is performed in accordance with EPA standards by lead abatement workers, licensed by the Illinois Department of Public Health. All contractors must be certified lead renovators and the company must be registered as a firm by the U.S. EPA.
- After the rehab project is completed on a home with a positive initial lead test, lead clearance testing is conducted.
- Additional EPA information, such as “Lead in Your Home: A Parent’s Reference Guide” is supplied to appropriate clients.

### **Assessment and Hazard Reduction In Multi-Family Rehab**

- The applications for HOME and Community Development Block Grant (CDBG) Funds include a question concerning the age of the structure to be rehabbed.
- For structures built prior to 1978, the applicant is required to include the results of lead testing with the application for funding.
- For structures with a positive initial lead test, applications must include complete and accurate estimates, developed by a licensed lead abatement contractor, of the cost of lead abatement work.
- For approved projects, the cost of the lead abatement work is included in the project budget.
- All units of the rehabbed structure must pass a lead clearance test prior to the project being certified habitable.

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

DuPage County, when compared to the rest of Illinois, has experienced lower levels of poverty. According to the 2013 American Community Survey estimates, roughly 7% of households are defined as living in poverty and 3% of families are living in extreme poverty compared to roughly 13.7% of the total population of Illinois. Despite these lower numbers, over 60,000 residents continue to live in poverty in DuPage County and must rely on programs and additional resources to keep their home affordable to live in. The County is in full support of maintaining services to

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

enhance the lives of all residents including low income, persons with disabilities, and others in need of assistance.<sup>62</sup>

### **Goals:**

The goals of DuPage County are to connect those in poverty with all available resources, ensure they are receiving all benefits to which they are entitled (including health care), and move persons to self-sufficiency to the extent they are able.

### **Programs available to assist in reducing the number of poverty-level families are:**

**Making the Connection** resources available through the DuPage Federation on Human Services Reform which train human service providers in how to help unbenefited persons obtain mainstream benefits, food, and services under the Affordable Care Act.

**Family Self Sufficiency** – administered through DuPage County Community Services empowers individuals to take control of their lives so they may become independent, productive members of their community. FSS provides comprehensive case management, counseling, educational and employment planning, to help income eligible clients to reach their personal and professional goals.

**Women, Infants, and Children Supplemental Nutrition Program (WIC)** acts as an income supplement by providing healthy food, nutrition education, case management, and coordination with other needed services for those at a high risk of malnutrition. Additional programs supplied by the state and federal government assist by providing housing vouchers, healthcare assistance, supplemental nutrition (SNAP) and other family services such as violence and pregnancy prevention services.

**Youth Housing Assistance Program (DCFS)** – To help attain or maintain housing stability for youth who are currently or previously the legal responsibility of the Illinois Department of Children & Family Services.

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<sup>62</sup> United States. U.S. Department of Commerce. United States Census Bureau. *2009-2013 American Community Survey 5-Year Estimates*. N.p., Feb. 2013. Web. 29 Oct. 2014.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**Housing Counseling Programs** – Housing Choice Partners of Illinois, Inc. works with area housing authorities to offer voucher families a wide range of housing choices throughout the metropolitan Chicago region. DuPage Homeownership Center provides housing counseling services to low and moderate-income individuals and families who are seeking credit repair, homeownership, or foreclosure prevention.

**Illinois Affordable Assisted Living Initiative** – was funded to develop assisted living units state-wide. As a result of this Initiative, there are currently supportive living facilities in DuPage County.

**LIHEAP** – administered through DuPage County Community Services and providing energy assistance to extremely low income households.

### **Programs which can assist with better utilization of resources, which in turn can help reduce the families living in poverty are:**

#### **Affordable Housing Trust Fund (Illinois Housing Development Authority (IHDA))**

Acquisition, rehab, new construction, home buyer assistance, rental assistance for affordable housing, supportive housing for homeless and special needs persons. The source of Trust Fund revenue is half of the state real estate transfer fee. The availability of funding from the Trust Fund has varied widely over the last few years, due to economic shortfalls in the State of Illinois budget.

**Chicago Metropolitan Agency for Planning (CMAP) – Local Technical Assistance (LTA) Program.** CMAP was awarded a Sustainable Communities Regional Planning grant by HUD in October, 2010. With the grant, CMAP launched the LTA program. The following DuPage municipalities have ongoing planning projects funded through this grant: Addison, Bartlett, Bensenville, Carol Stream, Glen Ellyn, Hinsdale, Oak Brook, Villa Park, Wood Dale. DuPage County Department of Economic Development & Planning and the DuPage Water Commission have also received assistance.

**Community Investment Corporation** – Energy Savers Program. This energy audit program is available to owners of multifamily rental buildings containing at least five units. Low interest loans are available to initiate energy improvements.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **Policies:**

DuPage County will enact policies that build up the capacity of the non-profit community to leverage the resources available to reach its anti-poverty goals.

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

The DuPage County Consortium has long emphasized coordination and collaboration as key strategies in meeting housing and community development needs. The Community Development Commission (CDC) itself is a collaboration of local units of government that sets policies for the CDBG, HOME, and ESG programs and is the lead agency for the development of the Consolidated Plan. Other collaborations that the County has formed include the DuPage County Continuum of Care, the DuPage Health Coalition, the DuPage Housing Action Coalition, the DuPage Funders' Collaborative, Positive Parenting, and the Interagency Paratransit Coordinating Council. The sections below describe the role of collaborative networks, local government, and non-government organizations in this structure and the emphasis on developing resources and monitoring success.

### **Role of Collaborative Networks**

The examples of collaborative networks mentioned above work to identify and prioritize needs related to housing, health care, homelessness and other issues facing low and moderate income residents of DuPage County. Collaborative networks are an important part of the effort to meet local needs. The role of these networks includes: (a) sharing information on their activities including descriptions of programs, housing opportunities, development projects, and other initiatives; (b) sharing information on grant programs and other financing options; (c) encouraging cooperation among participants on specific programs and projects, including the development of joint projects and applications for funding; (d) working together on advocacy efforts; (e) providing countywide and broad-based leadership opportunities to local agencies that would not be available outside of these collaborations; and (f) providing broad based and regular input into the Consolidated Planning process.

### **Role of Local Governments**

The CDC is the focus of local government participation in the Consolidated Planning process and in the implementation of the Plan. There are currently 28 municipalities that are members and 18

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

DuPage County Board members. The municipal members of the CDC are appointed by their respective municipalities, and the County Board Chairman appoints the County Board and may appoint two additional members to the CDC. This structure has fostered a strong working relationship between the municipalities and County government. Based on this structure, local governments have continuing opportunities to play a role in meeting housing and community development needs.

These opportunities include: (a) examination of their zoning and building ordinances and subdivision regulations to try to create additional opportunities for affordable housing; (b) taking affirmative actions to preserve and enhance existing affordable neighborhoods; (c) playing a leadership role in countywide collaborations (current examples being the County's leadership in the Continuum of Care and mental health access planning, and the County Health Department's leadership in the Partnership for Behavioral Health); (d) working through the CDC to continue a strong commitment to affordable housing funding; and (e) continuing to provide incentives for coordination and cooperation among providers.

### **Role of Non-Governmental Organizations**

Non-government organizations, primarily non-profit groups and housing developers, provide a large portion of the housing and services that address needs of the low-income population of DuPage County. The role of these organizations is described in the section on collaboration above. However, it is important to continue to provide the support that these organizations need to be successful. Therefore, DuPage County continues to give technical assistance to increase the capacity of local organizations to provide housing and other services and continues to maintain data on community needs that will help local organizations set priorities and apply for various grant funding.

### **Increase Financial Resources**

Each collaboration described above has a primary goal of enhancing the ability of its partners to maximize resources. The DuPage Federation on Human Services has developed a training program called "Making the Connection". This training gives agency participants the information and tools necessary to connect clients to Federal mainstream resources (such as Medicaid, SSI, TANF, Food

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

Stamps, etc.) to increase their opportunity to achieve economic stability. In addition, efforts will continue to build a pool of matching funds for the HOME program. Past efforts have been successful to the extent that HOME-financed activities that would not be able to generate sufficient matching funds on their own are now possible.

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

See above roles and collaboration.



## **PROGRAM SPECIFIC REQUIREMENTS**

This section describes specific HUD program requirements for the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG) programs.

2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**VII. Program Specific Requirements**

**1. Community Development Block Grant Program (CDBG)**

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

**a. The following identifies program income that is available for use that is included in projects to be carried out**

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	\$0

**Other CDBG Requirements**

1. The amount of urgent need activities	\$0
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**2. HOME Investment Partnership (HOME)**

**a. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

DuPage County does not utilize forms of investment beyond those identified in 24 CFR 92.205(b).

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

**b. A description of the guidelines that will be used for the resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

The only homebuyer activity anticipated under this Action Plan is the first time homebuyer program administered through the DuPage Homeownership Center. This activity will provide down payment assistance for acquisition of existing housing. This activity will utilize recapture, with a pro-rata reduction for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The maximum HOME funds available to the homebuyer are \$14,999, so the affordability period is five years. (HOME regulations require the following minimum periods of affordability in relation to the HOME dollars invested per unit: Under \$15,000 – five years; \$15,000 to \$40,000 – ten years; over \$40,000 – 15 years.) These funds are direct subsidy; there are no development costs involved in this activity. (Development subsidy is not subject to recapture.)

The HOME funded homebuyer assistance will be secured by a zero-interest, deferred payment mortgage on the property. When the property is sold or the title transfers, the pro rata balance will be due. If the property is no longer occupied by the HOME-eligible household that originally purchased the property during the period of affordability, entire amount of the HOME investment becomes due. This recapture is subject to the limitation that when the recapture requirement is triggered by a sale (voluntary or involuntary, and also including foreclosure or deed in lieu of foreclosure) of the housing unit, and there are no net proceeds or the net proceeds are insufficient to repay the HOME investment due, DuPage County can only recapture the net proceeds, if any. Recaptured funds will be deposited in the HOME account and used for other HOME-eligible activities.

DuPage County will not be undertaking any other homebuyer activities under this Action Plan, nor will it be undertaking any homebuyer activities using “resale” under this Action Plan.

**c. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a) (4) are as follows:**

As stated above, the only homebuyer activity anticipated under this Action Plan is the first time homebuyer program administered through the DuPage Homeownership Center. This activity will

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

provide down payment assistance for acquisition of existing housing. This activity will utilize recapture, with a pro-rata reduction for the time the homebuyer has owned and occupied the housing, measured against the required affordability period. The maximum HOME funds available to the homebuyer are \$14,999, so the affordability period is five years. (HOME regulations require the following minimum periods of affordability in relation to the HOME dollars invested per unit: Under \$15,000 – five years; \$15,000 to \$40,000 – ten years; over \$40,000 – 15 years.) These funds are direct subsidy; there are no development costs involved in this activity. (Development subsidy is not subject to recapture.)

The HOME funded homebuyer assistance will be secured by a zero-interest, deferred payment mortgage on the property. When the property is sold or the title transfers, the pro rata balance will be due. If the property is no longer occupied by the HOME-eligible household that originally purchased the property during the period of affordability, entire amount of the HOME investment becomes due. This recapture is subject to the limitation that when the recapture requirement is triggered by a sale (voluntary or involuntary, and also including foreclosure or deed in lieu of foreclosure) of the housing unit, and there are no net proceeds or the net proceeds are insufficient to repay the HOME investment due, DuPage County can only recapture the net proceeds, if any. Recaptured funds will be deposited in the HOME account and used for other HOME-eligible activities. DuPage County will not be undertaking any other homebuyer activities under this Action Plan, nor will it be undertaking any homebuyer activities using “resale” under this Action Plan.

**d. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

DuPage County will not be undertaking any refinancing of existing debt secured by multifamily housing that is rehabilitated with HOME funds.

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

### **3. Emergency Solutions Grant (ESG)**

#### **a. Include written standards for providing ESG assistance (may include as an attachment)**

The Homelessness Prevention Providers Committee (HPP) of the CoC has written standards for providing assistance under the Emergency Solutions Grant. They are provided as an attachment in Appendix H.

#### **b. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

The CoC is working to implement a coordinated assessment system and centralized waiting list. The Needs Assessment Committee of the CoC appointed a subcommittee to undertake this project. Representatives from the DuPage County Health Department, DuPage PADS, Catholic Charities, People's Resource Center, Family Shelter Service, the DuPage Housing Authority, and DuPage County Community Services sit on the committee. By May, 2014, the subcommittee had instituted a pilot program whereby the Vulnerability Index-Service Prioritization and Decision Assistance Tool (VI-SPDAT) was being utilized in client interviews with existing clients on the waiting list to determine if the tool was accurately identifying the housing needs of the clients versus case management identified needs. The Coordinated Assessment tool is currently available in HMIS and the primary agencies serving populations in need of permanent supportive housing are making placements based upon that prioritization. The subcommittee is now working to overcome obstacles to placing all clients on a centralized waiting list. There are legal concerns in that the current Release of Information documents on file for clients do not address inclusion on a centralized waiting list. A new ROI is being developed and current waiting list clients will be engaged to obtain proper releases.

#### **c. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

The Administration funds will be utilized by DuPage County, the recipient of the ESG funds; no sub-award of Administration funds will be made. The HMIS funds will be utilized by DuPage County as the lead agency of the CoC and entity responsible for the HMIS; no sub-award of HMIS funds will be made. The remainder of the ESG allocation is available to organizations that are members of the CoC and which are undertaking projects that advance the strategic plans of the

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

CoC. The CoC determined that Homelessness Prevention and Rapid Re-Housing funds will be made available for sub-recipients that previously received sub-awards under HPRP, as a “pool” of funds. The CoC also determined that the subawards to DuPage PADS, Catholic Charities, and Bridge Communities would continue in accordance with the forward commitment of funding approved through the CoC during the 2013 and 2014 program years. The award to Prairie State Legal Services was approved through the CoC to replace funding lost under the HUD Super-NOFA process, as CoC agencies regard the legal assistance provided by Prairie State to be an essential component of the collaborative effort to resolve issues that prevent homeless persons from obtaining and sustaining housing stability.

**d. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

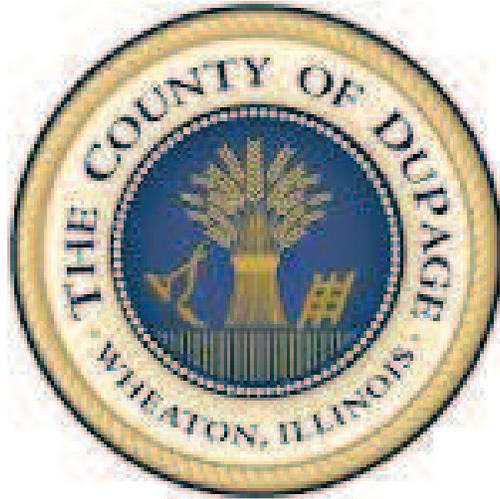
Because the County Board is an elective body, it is not possible to provide for the participation of a homeless individual or formerly homeless individual on the board. A formerly homeless individual sits on the Leadership Committee of the CoC. We will further implement the following consultation plan: (1) survey of persons existing an ESG funded program or shelter to determine what needs were met by the program and what needs are unmet; (2) focus group of homeless individuals.

**e. Describe performance standards for evaluating ESG**

The application process and selection criteria for ESG funding has been developed in conjunction with and approved by the Leadership Committee and Grants Funding Committee of the CoC. Outcome measures (performance standards) are then developed for each subrecipient, based on their application, and reported through HMIS. Targeting those who need assistance most is accomplished at the application review, as needs with higher priority in the Consolidated Plan are assigned a higher multiplier so that applications addressing those needs receive a higher score. We continue our efforts to better identify best practices for reducing the number of people living on the streets or in emergency shelters and for shortening the time people spend homeless by continuous data quality analysis of data being entered into HMIS. Current case management practices are

## 2015-2019 Proposed Consolidated Plan and 2015 Action Plan

aimed at reducing each program participant's housing barriers or housing stability risks and are quantified and captured as needs identified and needs met in HMIS. The written standards are attached as Appendix H.



DuPage County

2015-2019

Consolidated Plan and

2015 Action Plan

Appendix



## **APPENDIX A – Selection Criteria**

Appendix A includes sample selection criterias for: -Community Development Block Grant (CDBG)

Neighborhood Investment Projects

Non Profit Capital (CDBG)

Public Service (CDBG/ESG)

-Human Service Grant Fund (HSGF)

-HOME Investment Partnership Program (HOME)

Please note the applications, selection criteria, and points are subject to change based off of new data prior to the 2016 funding round. Blank applications can be found at [DuPageco.org/cdc](http://DuPageco.org/cdc)

**2015 CDBG APPLICATION FORM**  
**Capital Projects Selection Criteria**  
*Maximum request \$400,000*

Rev 08-13-14

*Figure 1*  
**SUMMARY OF POINT SYSTEM FOR CAPITAL PROJECTS**

FACTOR	POINTS	EXPLANATION
<b>Part 1:</b> Meeting Minimum Requirements	N/A	Each activity must be eligible per regulations and applicable policies. Each applicant must also demonstrate that it has the capacity to carry out the activity.
<b>Part 2:</b> Program Budget	3	Points will be awarded for completeness and accuracy. Please note that the Part 2 Budget concerns the programs that will be carried out in the building to be acquired, rehabilitated or constructed.
<b>Part 3:</b> Populations Served	20	All points are awarded based on the incomes of the persons served by the proposed activity.
<b>Part 4:</b> Delivery of Services and Project Impact	37	Points will be award for the linguistic and cultural competency of the agency, accommodations, and the ranking criteria for addressing priority needs.
<b>Parts 5 &amp; 6:</b> Capital Request Information and Past Performance	15	Based on information provided in parts 5 and 6, scores will be assigned for leveraging and project readiness.
<b>TOTAL POINTS:</b>	<b>75</b>	

**PART 1: MINIMUM REQUIREMENTS (0 Points)**

The following criteria are minimum thresholds for consideration of a proposal for inclusion in the application. No points are awarded, but all of these basic requirements must be met.

- 1.1 **Governing Body Authorization:** The governing body of your organization (Board of Directors) must authorize by resolution the submittal of this proposal and indicate the name(s) and title(s) of persons authorized to execute the application and the Subgrantee Agreement if funded. If your by-laws allow, include a statement in the resolution that if the project is funded, the authorized representative (provide name and title) has the permission to sign the Subgrantee Agreement and to abide by its terms. If necessary, this documentation may be submitted after the application's due date (please indicate this information on the application), but no later than October 15, 2014.
- 1.2 **Letter of Intent:** A copy of the letter of intent submitted to the Community Development Commission is required.
- 1.3 **License or Written Endorsement:** A license or written endorsement from an appropriate oversight organization if such an organization exists.
- 1.4 **Proof of Non-Profit Status:** If applicable, a copy of your 501(c)(3) status must be attached. Please note, that the State of Illinois NFP Tax Exempt Status letter does not fulfill this requirement.

- 1.5 **Stakeholder and Public Input:** A public hearing for each activity is required. Applicants have the option of conducting their own public hearing or arranging a cluster-wide public hearing. See separate handout “FY2015 Public Hearings”, available after the CDBG Informational Meeting for more information.
- 1.6 **Audit:**
- a. A copy of the most recently completed audited financial statement with management letters must be attached. Please submit a complete copy with no missing pages. If the management letter or audited notes state weaknesses or deficiencies, you must also submit a copy of your agency’s Management Response letter that addresses each of the auditor’s noted concerns.
  - b. Agencies receiving \$500,000 in federal funds must attach a copy of their last Single Audit.
- 1.7 If application is for acquisition, construction, or rehabilitation of special needs housing or shelter, you must demonstrate that persons needing such housing or shelter are selected for admission through a clearly established process that complies with fair housing standards. You will need to provide documentation as to how persons needing such housing or shelter are selected for admission, as well as a copy of all fair housing policies adopted and in force at your agency.

**PART 2: PROGRAM BUDGET (3 Points)**

Please note that this part of the application references the budget for the program(s) to be carried out within the building. If the “program” consists of provision of housing and agency has a housing operating budget produced by another system, that may be submitted in lieu of completing the program budget in the application. Costs for the acquisition, rehabilitation, or construction of the building will be discussed in Part 5.

The completeness and accuracy of the budget tables will be evaluated. All columns must be completed and totaled and explanations provided for any budget categories that have had significant increases or decreases over the past year.

**PART 3: POPULATIONS SERVED (20 Points)** Numbers listed in all sections of Part 3 must be consistent and must match the number of persons listed on the cover page.

3.1 **Benefit to Low Income Persons (20 Points)** All points are awarded based on the incomes of the persons served by the proposed activity. Please list only the persons served by this project, not all clients served by the entire agency.

Income data for “**area wide**” projects (such as a Neighborhood Resource Center) may be documented from U.S. Census data, special survey data collected in accordance with the survey methodology available on the CDC website. You may use the number of persons you served in the past year to estimate the anticipated numbers, or you may adjust for anticipated program changes. The service area of the project must be similar to the low and moderate income census block group. Likewise, the service area must be at least 35.83% low and moderate income.

Income data for “**limited clientele**” projects (any project whose eligibility is dependent on the client, not the geographic location of the project) must be documented with individual client data or must serve a HUD defined “presumed beneficiary” group. These groups are: abused children, battered spouses, elderly persons (62 years and older), severely disabled adults (18 years or older), homeless persons, illiterate persons, persons living with AIDS, and migrant farm workers. If you serve a “presumed beneficiary group” you can still collect client income documentation to receive maximum points. Without documentation to support exact income levels of participants, all “presumed beneficiary” clients will be entered as being in the 51-80% income range.

- **Client data for “limited clientele” projects must demonstrate a benefit to at least 51% low-income persons.** Figure 2 shows applicable income limits. You **must** include as an attachment, the source(s) of your information but **do not include client-specific data** (such as names, SSN’s, DOB’s, driver’s license numbers, or street address) for privacy reasons. This documentation must consist of the following three pieces:

- 1) **A coded spreadsheet** from your client database showing only non-identifying demographics for example: Client 1, age, annual income, household size, HUD income level (Extremely Low, Very Low or Low Income),

race/ethnicity, disability status (if applicable). Include only the first two pages of lengthy print-outs. Make sure to include a legend explaining any acronyms used.

- 2) **A summary table of the total anticipated beneficiaries.** Numbers shown on documentation must correlate with numbers shown on application.
- 3) **An explanation of methodology** used to collect this data including sample client intake sheets or surveys.

Points for income targeting are awarded as follows:

- Extremely low-income (0-30% of MFI): For each percent of persons/neighborhoods served, 0.20 points will be awarded.
- Very low-income (31-50% of MFI): For each percent of persons/neighborhoods served, 0.15 points will be awarded.
- Other Low-income (51-80% of MFI): For each percent of persons/neighborhoods served, 0.09 points will be awarded.

*Figure 2*  
**MEDIAN FAMILY INCOME (MFI) BY HOUSEHOLD SIZE**  
*Effective 5-1-14*  
*For DuPage County and Cities of Naperville, Wheaton, & Downers Grove*

Household Size	Extremely Low-Income (0-30% of MFI)	Very Low-Income (31-50% of MFI)	Other Low-Income (51-80% of MFI)
1	\$15,200	\$25,350	\$40,550
2	\$17,400	\$29,000	\$46,350
3	\$19,550	\$32,600	\$52,150
4	\$21,700	\$36,200	\$57,900
5	\$23,450	\$39,100	\$62,550
6	\$25,200	\$42,000	\$67,200
7	\$26,950	\$44,900	\$71,800
8 or more	\$28,650	\$47,800	\$76,450

3.2 **Benefit to Minorities (0 Points)** For each of the nine race choices listed, HUD is requiring that the client's ethnicity of "Hispanic / Latino" or "Not Hispanic Latino" be indicated since someone of Latin origin may in fact be of any race. This information is used for tracking purposes only and is not assigned any points. For definitions for each race / ethnicity, see page two at: <http://www.hud.gov/offices/adm/hudclips/forms/files/27061.pdf>

**PART 4: DELIVERY OF SERVICES AND PROJECT IMPACT (37 Points)**

4.1 **Project and agency linguistic and Cultural Competence (4 Points)** One point will be awarded for each section.

4.2 **Transportation and Accommodations (3 Points):** Please be sure to address each of the 3 parts of the question. One point for each question.

4.3 **Addressing Priority Needs (30 points):** This question examines how program to be carried out in the building address a minimum of one of the issues or provides at least one of the services as shown in the application table. To be considered eligible, the applicant must directly address one of the needs listed in the application table. The proposed activity must be clearly described, placed within an appropriate need category and have a direct impact on addressing a high priority need. Fewer points may be awarded if it is determined that the proposed activity has only an indirect impact. For activities that will address more than one need, points will be awarded on a pro-rated basis as determined by the budget of the activity.

## **PART 5: CAPITAL REQUEST INFORMATION (15 Points Based On Leveraging and Project Readiness)**

- 5.1 **Proposed Project Schedule:** A comprehensive project plan providing a time line for completion must be submitted. Please keep in mind that the grant year is April 1, 2015 through March 31, 2016. Project Agreements need to be approved by both agency and County before work commences.
- 5.2 **Project Costs and Use of County Funds:** The applicant must supply a breakdown of all project development costs, which will be reviewed. Maximum Capital funding request is \$400,000. Up to \$50,000 may be requested for Accessibility Improvement. Project costs incurred before there is a signed Agreement are not eligible for County funding. The analysis will examine anticipated project costs and will compare them to other similar projects to assure that costs are not excessive or understated. In addition, the applicant should include both the dated estimates used to prepare the construction budget, as well as the detailed construction budget attachment for labor and material. **The contractor or firm that prepared the estimate cannot bid on the work if you do receive a grant.**
- 5.3 **Sources of Funding:** The applicant must show that sufficient funds will be available to finance the project. Evidence of commitment of resources or schedules indicating the timing of receipt of these commitments are required.
- 5.4 **Site Control:** The general rule is that, before any funding for a project can be approved, the applicant must have control of the site on which the proposed project will be implemented. For projects involving work on existing buildings, or construction on agency land, site control must be in the form of ownership. For projects involving the use of grant funds to purchase real property, a signed purchase contract, or an option is acceptable. The contract or option must be contingent on receiving the grant funds and completion of an Environmental Review. An exception to this site control rule may be made if it is general knowledge that suitable sites are readily available in the open market, or the applicant provides acceptable evidence of this availability.
- 5.5 a. **Environmental Questions:** The site and structure must be free of environmental hazards or the activity must include actions to eliminate these hazards. Such hazards may include chemicals or underground storage tanks.
- b. **Lead Questions:** Please answer these specific questions to see if the Lead-Based Paint Regulations of 2000 apply to your project.
- 5.6 **Existing Buildings/Structures Information:**
- a. Structure specifics - provide the requested information.
- b. If the proposed project will result in the displacement of households or businesses, a separate determination as to whether to permit the relocation of these households will be required from the CDC Executive Committee. Applicants are strongly encouraged to not consider tenant occupied buildings because relocation costs are governed by the Uniform Act, and can be excessive, in addition to the social disruption that displacement can cause.
- 5.7 **Site Information**
- 5.8 **Development/Implementation Team** (fill in each category, as applicable)

## **PART 6. PAST PERFORMANCE**

**Past Performance:** Provide details of any uncompleted capital projects. **NOTE: Per the policy approved at the 8-5-14 CDC Executive Committee meeting, any applicant currently undertaking a CDBG funded project must meet the required completion thresholds prior to the 2015 application deadline or they may not apply for funding, subject to appeal to the CDC Executive Committee. 2013 projects must be at least 50% drawn. Projects prior to 2013 must be 100% complete.**

Based on the information provided in Parts 5 and 6, scores will be calculated for:

- **LEVERAGING (Up to 5 Points)**

Up to 5 points are available for capital improvement activities that have partial funding from non-CDBG sources.

# 2015 PROJECT RANKING CRITERIA

Rev. 08-13-14

## DuPage County Neighborhood Investment, Community-Wide Benefit,

### Accessibility Improvements and Planning Projects

For projects that are determined as eligible, points will be assigned by CDC staff based on the system described below, and this assignment of points will be reviewed with each applicant. It will then be the Executive Committee's responsibility to review the projects and the staff's point assignment, recommending modifications of points assigned for specific components where appropriate. Applicants will also have the opportunity to meet with the Committee to discuss their project. A summary of the criteria is shown in Figure 1. You are limited to two (2) project requests. If you submit more than one request, you must prioritize the projects. The maximum request for Accessibility Improvement projects is \$50,000. The maximum request for other Neighborhood Investment projects is \$400,000. **NOTE: Any municipality currently undertaking a CDBG funded project must meet the required completion thresholds prior to the 2015 application deadline or they may not apply for funding, subject to appeal to the CDC Executive Committee. 2013 projects must be at least 50% drawn; projects prior to 2013 must be 100% complete.**

Figure 1

#### SUMMARY OF THE POINT SYSTEM

Category	Explanation
<b><u>PART 1: Minimum Requirements</u></b>	All applicants must meet the minimum requirements of: (a) Governing Body Authorization; (b) Public Hearing; (c) Capacity; (d) Fair Housing Action Plan; (e) Map; (f) Audit; and (g) Budget. Also, each project must be able to obtain a minimum of <u>30 points</u> .
<b><u>PART 2: Point Category One - Meeting National Objectives</u></b>	All applications must benefit low and moderate income persons per CDBG regulations, and points are awarded on this basis. Points are also awarded for addressing conditions of blight. Special consideration will be made if the need addressed is considered urgent. <u>42 points</u> are possible.
<b><u>PART 3: Point Category Two - Project Impact</u></b>	There are a number of possible components to the project impact category which are described below.
Consolidated Plan Priority Rating	Up to <u>5 points</u> are available based on the priority levels established in the 2010-2014 Consolidated Plan. High Priority = <u>5 points</u> ; Medium Priority = <u>3 points</u> ; Low Priority = <u>1 point</u> .
Neighborhood Infrastructure and Facilities*	Points are available for: (a) flood management; (b) water mains and sanitary sewers; (c) open space and recreation; or (d) street improvements, sidewalks, street lighting, and other miscellaneous neighborhood facilities. Applicants can receive points in only one of these four categories. <u>15 points</u> are possible.
Accessibility to People with Disabilities*	Points are available with emphasis on improvements to facilities and structures that are open to the public. This is a separate funding category and only competes with other accessibility projects. <u>13 points</u> are possible.
Community-Wide Benefit*	Points are available for: (a) economic development; and (b) community-wide facilities.

	Applicants can receive points in only one of these two categories. <u>10 points</u> are possible.
Planning Studies*	Points are provided for: (a) affordable housing planning; and (b) multi-jurisdictional planning. This is a separate funding category and only competes with other planning projects. <u>15 points</u> are possible.
Other CDBG Objectives	Points are provided for: (a) minority benefit; (b) crime prevention; and (c) historic preservation; (d) environmental protection, and/or energy conservation. <u>8 points</u> are possible.
Leveraging of Funds	Points are awarded for use of non-CDBG resources. <u>10 points</u> are possible.
Distribution Equity Adjustment	These points are available to encourage availability of funding to as many CDC participating municipalities as possible. <u>5 points</u> are possible.
<b><u>PART 4: Point Category</u></b> <b><u>Three - Project</u></b> <b><u>Readiness</u></b>	Points are awarded for: (a) completion of project planning; and (b) absence of obstacles to completion of the project. <u>10 points</u> are possible.
<b><u>PART 5: Point Category</u></b> <b><u>Four - Fair Housing</u></b> <b><u>Actions</u></b>	A fair housing action plan is a minimum requirement, but points are available for ongoing or recent activities. <u>5 points</u> are possible.

\* Points can be awarded in only one of these four categories.

**CAGE Code (CCR Number):** Registration in the Central Contractor Registry for the address where activity takes place must be current. This is a requirement of the Federal Funding Accountability and Transparency Act (FFATA). For more information and to register, please visit: <http://www.sam.gov>

## **PART 1: MINIMUM REQUIREMENTS**

The following criteria are minimum thresholds for consideration of an application. No points are awarded, but all of these basic requirements must be met.

**Eligibility:** First, the applicant must be eligible to receive funds in this category. Only DuPage County and municipal members of the CDC are eligible to apply. Second, the proposed activity must be eligible for funding in accordance with applicable regulations and policies. These would include federal regulations as well as the policies of the County and CDC governing the use of the funds. Although there are many regulations and policies applicable to CDBG applications, there are two that are particularly noted below.

- 1.1 **Governing Body Authorization:** The governing body (i.e., County Board, City Council, or Village Board) must, by resolution, authorize the submittal of the application as well as authorize the signing of an Agreement if funding is granted.
- 1.2 **Public Hearing:** You must hold at least one public hearing to obtain the views of persons who may be affected by the proposed activity. We recommend you discuss eligibility with the CDC staff before preparing the application.
- 1.3 **Capacity to Carry Out the Project:** In some cases it may be necessary to evaluate the applicant's capacity to implement the project. If it is determined that the applicant does not have adequate capacity, the application will not be considered. Evidence of the background of persons responsible for implementing the project may be requested.
- 1.4 **Fair Housing Actions:** There are two components of this requirement.
  - a. Fair Housing Action Plan: This plan must be in place before the applicant submits an application for CDBG funding. See Part Five of these criteria for a description of actions that could be included in such a plan.
  - b. Enactment of Zoning Amendments: The applicant must submit an attorney's opinion that its zoning ordinance is consistent with the Fair Housing Amendments Act of 1988. This act added familial status and handicap to the list of protected classes and affects how local regulations treat group homes. This opinion must be submitted before the applicant is eligible to receive funding from the DuPage County CDBG program. This only needs to be done once. If it was submitted for a past CDBG application, simply copy and attach what was previously submitted.

- 1.5 **Location Map:** Supply a map of the specific project location and the project service area.
- 1.6 **Audit:** Provide a copy of the most recently completed Audited Financial Statement with management letters. If applicant has received \$500,000 in federal funds, a Single Audit must also be provided.
- 1.7 **Budget: Provide documentation supporting the cost estimates.** Use the type of activities listed, or others as provided in the Consolidated Plan Priority Listing (see pt. 3.3). **Please note that CDBG funds can only fund actual construction costs or a planning study.**

**Minimum Point Cutoff:** In order for an application to be considered for funding in Neighborhood Investment or Community-Wide Benefit categories, application must receive a minimum of 30 points in accordance with this selection system. This minimum does not apply to planning projects. Applicants are encouraged to discuss their project with the CDC staff to help determine if this cutoff can be met.

## **PART 2: MEETING NATIONAL OBJECTIVES**

Federal regulations require all projects to meet one of the three national objectives of (1) benefit to low and moderate income persons, (2) prevention or elimination of slums or blight, or (3) meeting another urgent community development need. The first objective is considered the "primary" objective of the CDBG program, and is therefore given more weight. Two other specific regulations also enter into the point system. First, regulations emphasize that a majority of persons benefited be low and moderate income persons. Second, regulations require that moderate-income persons should not be benefited to the exclusion of very low-income persons. County policy requires that infrastructure projects must benefit areas that are **primarily residential** and at least 35.83% low and moderate income. Go to the County's CDC web site found at <http://www.dupageco.org/cdc> and click on "Low-Moderate Income Data and Maps" to find several resources on US Census Block Group Maps. Additionally, to view the actual Low-Mod Income Figures, click on "Low Income by Census Tract and Block Group" PDF file. Points will be assigned as described below.

### **2.1 Benefit to Low-Income Persons**

If using census data information, enter the low-mod # on the 51-80% MFI line.

- a. Projects where between 35.83% to 51% of the persons benefited are low and moderate income will receive 3 points, plus 0.6364 times each percent above 35.83%.
- b. Projects where between 51% to 75% of the persons benefited are low and moderate income will receive 10 points, plus 0.4167 times each percent above 51%.
- c. Projects where between 75% and 100% of the persons benefited are low and moderate income will receive 20 points, plus 0.2 times each percent above 75%.
- d. One tenth (0.1) of a point will be added for each one percent of persons benefited that are very low income (i.e., have income less than 50% of median)

### **2.2 Eliminating Conditions of Slums and Blight**

Projects will receive points for addressing conditions of slums and blight even though strict HUD guidelines are not met. The following awards points by recognizing that conditions of slums and blight in residential areas are more of a concern than in nonresidential. The following points will be awarded only if the proposed project is designed to eliminate or reduce the condition of blight.

- a. A maximum of 3 points may be given for projects in nonresidential areas where there is evidence that at least 5% of the structures are considered as dilapidated or deteriorating, but the respective jurisdiction has not designated the area blighted as defined by State requirements. If the 5% minimum is met, 0.12 points will be awarded for each 1% of structures that is dilapidated or deteriorating, up to a maximum of 3 points.
- b. A maximum of 5 points may be given for projects in residential areas where there is evidence that at least 5% of the structures are considered as dilapidated or deteriorating, but the respective jurisdiction has not designated the area blighted as defined by State requirements. If the 5% minimum is met, 0.2 points will be awarded for each 1% of structures that is dilapidated or deteriorating, up to a maximum of 5 points.
- c. A maximum of 7 points may be given for projects in residential or nonresidential areas where there is evidence that at least 5% of the structures are considered as dilapidated or deteriorating, and the respective jurisdiction has designated the area blighted as defined by State requirements. If the 5% minimum is met, 0.28 points will be awarded for each 1% of structures that is dilapidated or deteriorating, up to a maximum of 7 points.

A survey of structures would be necessary to document conditions. A structure (defined as a residential or nonresidential building) is considered as "dilapidated or deteriorating" if it has defects that require substantial repair or replacement of structural and other components which must be corrected if the building is to continue as safe and habitable. In addition to the building components, well or septic failures creating health hazards may also be considered as a major deficiency and may define a unit as dilapidated or deteriorating.

### 2.3 **Urgent Community Development Needs / Elderly / Handicapped**

The standards for meeting the third national objective are very high and generally can only be met in the case of a major natural disaster. There are no points awarded for meeting this standard. However, in the unlikely event that such a need does arise and other funds are not available to meet the need, the CDC will make every effort to assist with appropriate CDBG funding in a timely manner.

Points will be awarded only on the basis of quantitative evidence of benefit to low and moderate income persons and/or conditions of blight. The only exception to this documentation requirement is that projects that specifically benefit elderly or handicapped persons, such as senior centers or handicapped accessibility, are assumed to meet the "majority" test for benefit to low and moderate income persons and will receive 10 points.

## **PART 3: PROJECT IMPACT**

neighborhood infrastructure and facilities; (b) community-wide benefit activities; and (c) planning. The points awarded for neighborhood infrastructure and improvements are based on the results of the Project Selection Survey done in December, 1986. Additional points can be awarded for (a) meeting other Federal objectives established in the CDBG regulations (see "Other CDBG Objectives"), (b) leveraging of funds, or (c) distribution equity adjustment to municipal project scores.

### 3.1 Consolidated Plan Priority Rating

The 2010-2014 Consolidated Plan assigned the following priority need levels to public facilities, infrastructure projects and planning studies. High priority = 5 points; Medium Priority = 3 points; Low Priority = 1 point.

Figure 2

**HUD TABLE 2B: DUPAGE COUNTY COMMUNITY DEVELOPMENT NEEDS**

Priority Community Development Needs	Priority Need Level
<b>PUBLIC FACILITY NEEDS</b>	
Acquisition of Real Property	High
Senior Centers	Med
Handicapped Centers	Low
Homeless Facilities	Low
Youth Centers	Med
Child Care Centers	Low
Health Facilities*	Low
Neighborhood Facilities	Med
Parks and/or Recreation Facilities	Med
Parking Facilities	Low
Clearance and Demolition	Med
ADA Improvements	Med
Abused/Neglected Children Facilities	Low
Non-Residential Historic Preservation	Low
Other Public Facility Needs	Med
<b>INFRASTRUCTURE</b>	
Water/Sewer Improvements	High

Street Improvements	High
Sidewalks	High
Solid Waste Disposal Improvements	Low
Flood Drain Improvements	High
Streetlights	High
Tree Replacement	High
Other Infrastructure Needs	Med
<b>PLANNING</b>	
Planning	High

### 3.2 Neighborhood Infrastructure and Facilities

This category includes activities that fall into four types: (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 photos documenting existing conditions and severity level. Applicants can only receive points for one type of activity. However, if the proposed project includes different types of activities, the points will be pro-rated in accordance with the project budget. Points for each are described below.

#### a. Flood Management

Because the objective emphasizes prevention of deterioration, points will be awarded as follows.

1. Areas where a substantial number of dwelling units are flooded on a regular basis will receive 14 points if the applicant documents that the proposed project has been denied for county storm water funding. This flooding must be inside the house, thereby causing damage. Regular flooding is defined as flooding that occurs in a one hundred year storm. A "substantial number" is that number where it would be less expensive to deal with the flooding on an area wide basis rather than individually. (For example, for a project with a total cost of \$300,000, four homes valued at \$90,000 each, would be considered a substantial number. Three homes would not be substantial because only \$270,000 would be needed to buy the three homes.
2. Areas where flooding is predominantly confined to yards and streets, with relatively minor basement seepage, but the number of residential properties affected is substantial, will receive 8 points.
3. Areas where the number of residential properties affected is not substantial will receive 4 points.

#### b. Water and Sanitary Sewer

1. Where documented evidence of a health or safety hazard exists affecting a substantial number of households in the affected area, the project will receive 15 points.
2. Where documented evidence, as above, exists but the number of households affected is not substantial, the project will receive 11 points.
3. Where the applicant demonstrates some need, but there is no documented evidence of a health or safety hazard, the project will receive 6 points.

#### c. Open Space and Recreation

Points are awarded as follows.

1. Projects to construct or substantially renovate neighborhood facilities in high density areas, where the applicant can clearly demonstrate that there are no other facilities within a reasonable walk of the neighborhood, will be given 8 points. High density areas are those where the predominant form of housing is other than single family detached homes.
2. Projects to construct or renovate other neighborhood facilities, where the applicant can clearly demonstrate that there are no other facilities within a reasonable walk of the neighborhood, will receive 5 points.

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

1. Where documented evidence exists that the current facilities, or lack thereof, significantly contribute to a neighborhood safety hazard, the project will receive 11 points.
2. Where need is demonstrated, but evidence of a significant safety hazard does not exist, the project will receive 5 points.

3.3 **Accessibility Improvements for People with Disabilities** (Maximum funding available \$50,000.)

Accessibility improvements must be for the removal of architectural barriers. Such activities are limited only to: automatic doors, elevators and lifts, ADA ramps, and ADA bathroom improvements.

1. Accessibility improvements to public facilities or structures that provide service specifically to groups that would be expected to have a high percentage of persons with disabilities will receive 13 points. An example of this type of facility would be a senior citizens center.
2. Accessibility improvements to public facilities that would not be expected to have a higher than average use by persons with disabilities will receive 10 points.
3. Accessibility improvements to private facilities will receive 2 points.

3.4 **Community-Wide Benefit Activities**

There are two types of activities that are considered to have community-wide benefits. These are: (a) community-wide facilities; and (b) economic development activities. Points for these activities are described below.

a. Community-Wide Facilities

Facilities that are used as the site for delivery of programs and activities that are community-wide in nature will receive 10 points. In order to receive these points, the applicant must document that: (a) at least 51% of persons benefited will be low and moderate income; and (b) the facility would not be feasible as a need cluster activity because of its low priority or because of unavailability of funding in the need clusters.

b. Economic Development

Economic development projects must create or retain jobs that are primarily held by low or moderate income persons. Assuming basic eligibility criteria are met, all economic development projects will receive 10 points.

3.5 **Planning Studies**

The role of planning studies is to implement the other objectives of the CDBG program. In order to receive the points described below, the study must include an action plan for implementation of the study's recommendations.

1. Affordable housing plans and strategies will receive 15 points. These plans must emphasize the provision or creation of affordable housing to low and moderate-income persons.
2. Multi-jurisdictional land use, growth management and development control activities will receive 10 points. Applications in this category must be joint applications and there must be a housing preservation or creation in the

work program. All applications must include a detailed work program and an implementation component.

### 3.6 Other CDBG Objectives

The CDBG regulations clearly indicate emphasis on fair housing, benefit to minorities<sup>1</sup>, historic preservation, environmental protection, and energy conservation. To reflect this emphasis, additional points will be awarded as described below. These points are not available to planning projects.

#### a. Benefit to Minorities

1. Projects with documented evidence that 20% or more of the persons benefited are minority persons will receive an additional 5 points.
2. Projects with evidence that 10% to 19% of the persons benefited are minority persons, will receive an additional 3 points.

#### b. Benefit for crime prevention/reduction

Projects will receive 3 points for a crime prevention or reduction component. The component must be designed to specifically reduce neighborhood crime. If these points are awarded, no points will be awarded for emphasis on environmental protection, historic preservation, or energy conservation. (NOTE: Points for crime prevention will not be awarded for 911 activities.)

#### c. Benefit for historic/environmental protection/energy conservation

Projects that have a clear emphasis on historic preservation, environmental protection, or energy conservation will receive an additional 2 points.

#### d. Leveraging of Funds

For most Neighborhood Investment and Community-Wide Benefit projects, CDC policy requires that a minimum of 25% of the actual construction costs be paid by the Subgrantee through non-CDBG public or private sources of funds. Although special assessments to neighborhood homeowners may be used for the Subgrantee's 25%, **funds to be collected from these assessments will not be counted as a non-CDBG public or private source of funds for the purpose of awarding additional points for leveraging**. Specific match requirements are shown in the table below. If only part of the project is to be paid for with CDBG funds, a special assessment can be made to recover the cost of the improvement not covered by CDBG funds, but CDBG funds must be used to pay the non-CDBG assessment for low-moderate income people. Consult with CDC staff to see what the requirements are for your project.

<sup>1</sup> HUD has removed Hispanic/Latino from the classification of race and added the category of ethnicity. For each of the nine race choices they list, HUD is requiring that the client's ethnicity of "Hispanic / Latino" or "Not Hispanic Latino" be indicated since someone of Latin origin may in fact be of any race. For more information, see page two at [www.hud.gov/offices/adm/hudclips/forms/files/27061-h.doc](http://www.hud.gov/offices/adm/hudclips/forms/files/27061-h.doc)

Type of Project	Severity Level	Match Requirement	Points Awarded
Flood Management	High	25%	1 point for each 5% above 25% (maximum of 10 points available.)
	Medium	50%	1 point for each 5% above 50% (maximum of 10 points available.)
	Low	50%	1 point for each 5% above 50% (maximum of 10 points available.)
Water mains and Sanitary Sewers	High	25%	1 point for each 5% above 25% (maximum of 10 points available.)
	Medium	25%	1 point for each 5% above 25% (maximum of 10 points available.)
	Low	25%	1 point for each 5% above 25% (maximum of 10 points available.)
Open Space and Recreation	Medium	25%	1 point for each 5% above 25% (maximum of 10 points available.)
	Low	25%	1 point for each 5% above 25% (maximum of 10 points available.)
Street Improvements, Street Lighting, Sidewalks, and Other Miscellaneous Neighborhood Facilities	High	25%	1 point for each 5% above 25% (maximum of 10 points available.)
	Low	50%	1 point for each 5% above 50% (maximum of 10 points available.)
Accessibility Improvements for People with Disabilities (Maximum funding available \$50,000.)	High	50%	1 point for each 5% above 50% (maximum of 10 points available.)
	Medium	50%	1 point for each 5% above 50% (maximum of 10 points available.)
	Low	50%	1 point for each 5% above 50% (maximum of 10 points available.)
Community-Wide Facilities	N/A	25%	1 point for each 5% above 25% (maximum of 10 points available.)
Economic Development	N/A	25%	1 point for each 5% above 25% (maximum of 10 points available.)
Planning Studies	N/A	75%	1 point for each 5% above 75% (maximum of 5 points available.)

e. Distribution Equity Adjustment for Municipal Projects

The CDC recognizes the desirability of making funding available to as many participating municipalities as possible, while still addressing the basic objectives of the CDBG program. Therefore, 3 additional points will be added to the Project Impact score for applications submitted by a municipality for the second consecutive year, provided that the applicant was not funded for any project in the previous year. 5 additional points will be added in the third or subsequent consecutive year, provided that the applicant received no funding during the previous years.

**How Points are Awarded for Projects with Multiple Activities**

Projects that include more than one type of activity will be awarded project benefit points for each separate activity. The overall project benefit score would be a weighted average of these individual scores using the percentage of the total CDBG funds going to each activity as the weighting factor.

**PART 4: PROJECT READINESS**

4.1 The points assigned in this category are designed to encourage project readiness and phasing of complex projects that would take more than one year to complete. Points in this category are assigned in accordance with the matrix in Figure 3. It assigns points based on two components of readiness which are: (1) how much of the start-up work is complete at the time of the application; and (2) what are the obstacles that could stand in the way of completion within one year.

In the "Project Readiness" matrix, the applicant is considered to have project planning work partially complete if preliminary engineering/architectural work is done (for area benefit) or if a detailed preliminary work program is done (for planning projects). If this work is complete in final form, final project planning work is considered complete.

Figure 3

<b>Points for Project Readiness</b>			
	Preliminary Project Planning Not Complete	Preliminary Project Planning Complete	Final Project Planning Complete
<b>No Significant Obstacles</b>	4	9	10
<b>Moderate</b>	2	5	6

As shown in Figure 3, when preliminary planning is complete, the obstacles in the way of completion receive more emphasis than the status of project planning. Clearer definitions of obstacles are as follows.

<b>Obstacles</b>			
<b>Severe Obstacles</b>	0	1	2

**No Significant Obstacles:** The project will be considered to have no significant obstacles if the project appears to be ready for immediate start-up. Indicators of this level of readiness include, but are not limited to, the following.

1. The applicant currently owns or is in control of the land where the project will be located (or is very flexible regarding the site to be purchased).
2. The project is consistent with applicable regulations and ordinances (e.g., zoning or environmental concerns).
3. Special assessments or taxing districts are set up and/or all financing has been arranged. If a special service area survey has been completed and shows a significant favorable response, and the applicant commits to setting up the special service in ample time to complete the project in the next construction season or forfeit CDBG funding, then setting up a special service area will not be considered a significant obstacle.

**Moderate Obstacles:** These obstacles are those that would not allow immediate start-up of the project. That is, there are activities that need to be completed. Indicators of this level of readiness may include the following. These will not be considered as significant obstacles if (1) there is substantial written evidence that completing these activities would not delay the project, or (2) the applicant has phased the project so that these activities are all that is to be completed in the first year.

1. The applicant needs to acquire a small number of parcels or easements in specific locations.
2. Rezoning of property is required.
3. The applicant still needs to set up the special assessments or taxing district, and/or financial arrangements are still in progress.

**Severe Obstacles:** Obstacles are considered severe, if it is likely (based on past experience with similar activities) that preliminary activities will delay start-up by several months. These activities may include the following.

1. The applicant needs to acquire a large number of parcels.
2. There are major legal or project set-up issues that could take a substantial amount of time to resolve.
3. There is significant uncertainty about non-CDBG financing.

Also taken into consideration for ongoing or phased projects is the amount of funding available from previous years' grants. To avoid "stockpiling" of funds, the applicant should request only the amount of funds they can reasonably expect to expend during the coming year. **Per the policy approved by the CDC Executive Committee at its Meeting 8-5-14, applicants currently undertaking a CDBG funded project must meet the required completion thresholds prior to the 2015 application deadline, subject to appeal to the CDC Executive Committee. 2013 projects must be at least 50% drawn; projects prior to 2013 must be 100% complete.**

**PART 5: FAIR HOUSING**

In order to receive funding, a fair housing action plan must be in place. Therefore, no points are awarded for meeting this CDC requirement. However, up to 5 points can be awarded for actions taken in the last 12 months. Examples of actions that may be taken, or included in a fair housing action plan, are the following.

1. The enactment of a fair housing ordinance as an affirmative statement to address fair housing violations.
2. The creation of a human rights commission.
3. The provision of education programs on fair housing, human relations, and/or diversity for local real estate professionals, church, civic and community leaders, government employees, and others.
4. Outreach to those minority groups underrepresented within the jurisdiction, through advertising in minority media and contact with minority civil rights, community, and church groups.
5. Support for and assistance to fair housing groups, both public and private.
6. Organizing business, church, civic, community, and political leaders to support and act to further fair housing.
7. Providing financial, legislative, and other support to enable the provision of affordable and low income housing within the jurisdiction.
8. Modifying building codes to require new and substantially rehabilitated structures to be accessible to people with disabilities in accordance with the Fair Housing Amendments Act of 1988.

Many of the above activities may be accomplished by coordinating with, or providing support and assistance to programs that are already in place. These programs are provided by various public and private agencies including the DuPage County Department of Human Resources, HOPE Fair Housing Center, and the DuPage Board of Realtors.

## FY2014 DUPAGE COUNTY HUMAN SERVICES GRANT FUND (HSGF) SELECTION CRITERIA

**Application Due Date:** by 4:30 PM CST on Monday, February 3, 2014

*Applications received after this time and date will not be accepted, even if postmarked by the **deadline** date.*

**Location:** DuPage County Community Development Commission

421 N. County Farm Rd., Room 3-100 (on the third floor, southwest end of building)

Wheaton, IL 60187

**Copies:** 1 original and 3 copies are required (*include New Documentation/Attachments Checklist in order arranged for the attachments*). Please use a large binder clip around each application and attachments. Do not provide a separate cover letter. Your cover page is Page 1 of the HSGF Application.

And;

1 PDF Fillable electronic copy of Application (without attachments) due by application deadline on a CD, flash drive, *or* emailed to [Barbara.Temborius@DuPageCo.org](mailto:Barbara.Temborius@DuPageCo.org)

**Assistance:** Email technical assistance questions to [Barbara.Temborius@DuPageCo.org](mailto:Barbara.Temborius@DuPageCo.org)

**Calendar:** January 3 and 8: Elective informational meetings

→ **Monday, February 3: Applications Due by 4:30 PM CST**

March 27 (Anticipated): Applicants emailed County website link to view tentative award amounts

April 1: (Tentative): FY2014 Funding recommendations to Health & Human Services Committee

April 8: (Tentative): FY2014 Funding recommendations to County Board for final approval

April 9: Applicants emailed County website link to view final award amounts

May 1, 2014: Grant cycle begins

April 30, 2015: Grant cycle ends

**Funding Source:** Funding for the HSGF program comes solely from the DuPage County General Revenue Fund.

The primary objective of DuPage County Government is to efficiently and effectively serve the residents of the County. It is in this spirit that the DuPage County Board created a funding pool to provide assistance to organizations that serve the human service needs of DuPage County residents.

### **Areas of Interest**

The Human Services Grant Fund's primary goals are

- (a) to promote self-sufficiency and help families achieve independence;
- (b) to ensure the protection of children and other vulnerable residents; and
- (c) to maximize prevention opportunities to strengthen families' wellbeing and stability.

### **Additional Project Qualifications**

- The HSGF is designed to be as flexible as possible, but the Health & Human Services Committee has the final say on priorities, eligibility and funding decisions. That is why it is important that the agency make a compelling case as to why its project is important to DuPage County. Staff can give guidance as to what should be contained in the application, but there is no way to absolutely determine eligibility prior to review of the application by HHS.
- The funds from these grants must be used to benefit DuPage County residents. A minimum 51% of the agency's clients must be DuPage County residents. If an agency is not located in DuPage County and/or serves residents other than DuPage County residents, the agency needs to be clear about the number of DuPage residents it serves. The agency must make a compelling case as to why the taxpayers of DuPage County should spend their money on this project.
- The not-for-profit charitable organization applying for funds must have been in operation, with 501(c) (3) status, for at least three years prior to submittal of application AND have had a substantial operation in DuPage County for a minimum of three years.
- Priority will be given to those agencies and proposals that have an established and favorable track record of working with the County's Department of Community Services.
- It is strongly encouraged that at least 60% of the project funding be directed toward individuals at or below 0% – 30% of HUD (U.S. Department of Housing and Urban Development) Median Family Income (MFI). Income data must be documented from client data. Important: Refer to "Benefit to Low-Income Persons" in Part 3.2 for required documentation.
- Agencies can submit one application as a solo and/or one as collaboration with one additional agency. When as a result of project merger or spin off an agency has expanded its service delivery to new service areas, the solo/consortium requirement will be reviewed on a case-by-case basis. If agencies are submitting a collaborative application, it must clearly be presented as a true collaboration of the two agencies – i.e., Agency Name line must include both agency names, separate Governing Board Authorization must be submitted from both agencies stating the submission of the collaborative HSGF application, name of the fiscal agent, etc. In summary, minimum requirements must be submitted by both agencies and each section of the application must contain information from both agencies. With collaborative applications, additional attachments may be submitted as needed to allow each agency to provide supporting documents for each section. If you intend to submit a collaborative application, please contact Barbara Temborius at [barbara.temborius@dupageco.org](mailto:barbara.temborius@dupageco.org) or 630-407-6603 prior to deadline.

- In the case of multi-service agencies, it is strongly encouraged to request funding for a single project. Should one agency request funding for more than one project within the organization, the agency’s priority needs must be clearly indicated.

• <b>Eligible Organizations:</b>	• <b>Ineligible Organizations:</b>
<ul style="list-style-type: none"> <li>• Not-for-profit organizations with three years of 501(c)(3) operation and three years’ substantial operation in DuPage County</li> <li>• Direct service</li> <li>• Services open to all DuPage residents</li> <li>• Broad DuPage geographical service area (exception: Neighborhood Resource Centers (NRCs) may have specific geographic service area)</li> <li>• Strongly recommended: at least 60% of project funding directed toward individuals at or below 0%-30% MFI</li> <li>• Priority to agencies with favorable track record with Department of Community Services</li> <li>• Agencies can submit one application as a solo and/or one as a collaborative application</li> </ul>	<ul style="list-style-type: none"> <li>• For-profit organizations</li> <li>• Individuals</li> <li>• Hospitals</li> <li>• Colleges, universities, educational institutions or school districts</li> <li>• Purely social or religious organizations</li> <li>• Non-direct service agencies</li> <li>• Governments</li> <li>• Government-sponsored not-for-profits</li> <li>• Political parties or candidates</li> <li>• Pass-through organizations or other foundations that would seek to redistribute county dollars (Pass-through grants are grants and other financial assistance received by one organization to transfer to or spend on behalf of a secondary recipient.)</li> <li>• Organizations with limited geographical service areas within DuPage County (except NRC’s)</li> <li>• Not-for-profit charitable organizations with less than three years’ 501(c)(3) status AND/OR less than three years’ substantial operation in DuPage County</li> </ul>

<b>Eligible Activities:</b>	<b>Ineligible Activities:</b>
<ul style="list-style-type: none"> <li>• Neighborhood Resource Centers (NRC’s): <ul style="list-style-type: none"> <li>◦ Non-government sponsored NRC adult programs</li> <li>◦ Agencies providing services at NRC’s</li> </ul> </li> <li>• General operating expenses <ul style="list-style-type: none"> <li>◦ Staff salaries and benefits of direct service provider positions only</li> <li>◦ Direct project materials and small equipment that must remain in the agency facility.</li> <li>◦ Maintenance (small, routine repairs)</li> </ul> </li> <li>• Operations (utilities, rent, pest control)</li> </ul>	<ul style="list-style-type: none"> <li>• Redistribution of HSGF funds <ul style="list-style-type: none"> <li>◦ client stipends</li> <li>◦ emergency assistance</li> <li>◦ pass-through activities</li> </ul> </li> <li>• Construction or capital projects</li> <li>• Advertising journals, booklets, etc.</li> <li>• General office supplies (including postage stamps)</li> <li>• Social or one-time special events</li> <li>• Sponsorships</li> <li>• NRC programs for children</li> <li>• Ticket purchases</li> <li>• Salaries and/or benefits for management or indirect support staff, or for property management</li> <li>• Administrative expenses</li> <li>• Professional supervision</li> <li>• Staff training and education</li> <li>• Transportation or transportation related requests</li> </ul>

	(except for transportation of isolated individuals) <ul style="list-style-type: none"> <li>• Purchase of automobiles or large equipment</li> <li>• Equipment that is transferred to client ownership</li> <li>• Purchase of food or consumable items for distribution to clients through food pantries</li> <li>• Websites</li> <li>• Consultant or professional fees</li> <li>• Miscellaneous fees</li> </ul>
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**SELECTION CRITERIA**

**COVER PAGE**

The cover page will be copied and given to the County Board along with the recommendations for funding.

**Note:** The maximum award that may be requested for previously funded applicants is \$50,000. The maximum award that may be requested for new applicants is \$15,000. Agencies that have not received HSGF funding in the last three years are considered new applicants.

- a. Enter the total project cost for the project for which you seek support – it will be the amount of the *project budget*, not the *agency budget* unless the agency is small. These are hard costs. Do not include the value of in-kind donations.
- b. Enter the amount of funds you are requesting from the Human Services Grant Fund.
- c. What percentage of the project’s budget are you requesting this grant to fund?

**Note:** Applicants must not request more than 50% of the total project cost.

- d. How many unduplicated people will be directly served as a result of the project?
- e. **Organization Summary:** Briefly describe your organization and its mission.
- f. **Project Description:** Briefly state the services you will provide through the proposed project by specifying service units. Examples of service units include number of hours, visits, or sessions.
  - Counseling, advocacy and case management services
  - Home visits, education and support services to parents of children ages 0-5
  - Recruitment, screening and training sessions of in-home respite volunteers for elderly clients
  - Shelter, life skills education and counseling
 Provide DuPage County with specific data documentation describing how the demand for these services has increased or decreased in the past year.
- g. **Client Population:** What category of people does your project serve? List any demographic criteria (age, gender, income level, etc.) used for assessing project eligibility.
- h. **Service Area:** Please answer the following two questions: 1. What is your service area? 2. How many and what percentage of your clients are DuPage County residents?
- i. **Outcome Measures:** Relist the outcomes that you listed in Column C of Section 6.1 Outcome Measures Table.

**PART 1: MINIMUM REQUIREMENTS**

**APPLICANTS FAILING TO MEET ALL MINIMUM REQUIREMENTS WILL NOT BE ELIGIBLE FOR FUNDING.**

resolution the submittal of the application *as well as the signing of an Agreement if funding is granted. Also state in your resolution the name(s) and title(s) of persons authorized to execute the application and the Agreement and abide by its terms if funded.* If necessitated by the schedule of your agency's Board of Directors, the resolution may be submitted after the application due date (please indicate this information on the application). However, in no case will a resolution be accepted later than February 21, 2014.

- 1.2 **Proof of Not for Profit Status:** A copy of your federal 501(c)(3) status must be submitted. Applications that do not provide the 501(c)3 letter will not be accepted.

Please note that a copy of your State of Illinois NFP Tax Exempt Status letter does not fulfill this requirement and your application will not be accepted.

- 1.3 **Proof of Operation: FOR NEW APPLICANTS ONLY.**

1) Your organization must be in operation as a 501(c) 3 for at least three years prior to submittal of this application and 2) have had substantial operation in DuPage County for a minimum of three years. Examples for Second Requirement include a brochure stating year agency was established; copy of agency webpage stating year of agency establishment; or an invoice or bill to agency at least 3 years old. Submission of an IL NFP letter is insufficient proof of Not for Profit Status as letter does not contain necessary service area identifiers. Supporting documentation must be submitted if your organization is applying for HSGF for the first time or the application will not be accepted.

- 1.4 **Audited Financial Statement:** A copy of the most recently completed audited financial statement with management letters must be attached if agency's revenues are over \$300,000. One bound copy must be submitted with the original application.

If the management letter or audited notes state weaknesses or deficiencies, you must also submit a copy of your agency's Management Response letter that addresses each of the auditor's noted concerns.

An agency receiving \$500,000 in federal funds must submit one bound copy of its most recently completed Single Audit in the original application.

If agency's annual revenues are less than \$300,000 and for some reason, you cannot provide us with complete audited financial statement, you must provide at a minimum a third party CPA's Compilation of Financial Statements for the most recently completed fiscal year. Applications that do not provide the above will not be accepted.

- 1.5 **Form 990:** Submit one complete copy of the most recent Return of Organization Exempt Form Income Tax in the original application packet. Incomplete copies are unacceptable. Applications that don't provide the complete Form 990 will not be accepted.

- 1.6 **Form AG990-IL:** Submit one complete copy of most recent Illinois Charitable Organization Annual Report in original application packet. An incomplete copy of the form is unacceptable. Applications that don't provide the complete Form AG990-IL will not be accepted. In the rare instance that your agency is not required to submit an AG990-IL, provide written proof.

- 1.7 **Completed W9 Form:** Submit a completed W9 form for your agency for use in the event your application is approved for funding. For the most current form, visit <http://www.irs.gov/pub/irs-pdf/fw9.pdf>

- 1.8 **Organizational chart:** Submit a copy of the agency's organizational chart. Include in the chart the direct service provider position/s for which you are requesting HSGF funds.

## **PART 2: ACTIVITY DESCRIPTION**

- 2.1 **Addressing Community Needs:** Please use the categories listed in table 2.1. Adjacent to each need addressed by your project, briefly list the activities that you will provide and then estimate the percentage of time the project focuses on addressing each applicable need. **Your percentages must total 100%.**

**PART 3: POPULATIONS YOU ANTICIPATE SERVING WITH THIS PROJECT**

NOTE: The total number in this Section should match letter d. on the Cover Page. You may use the number of persons you served in the past year to estimate the anticipated numbers, or you may adjust for anticipated program changes.

3.1 **Age Ranges:** *What are the ages of the unduplicated individuals you anticipate serving with this project?*

3.2 **Benefit to Low Income Persons:** It is strongly encouraged that at least 60% of the project funding be directed toward individuals at or below 0% – 30% of HUD (U.S. Department of Housing and Urban Development) Median Family Income (MFI). Income data must be documented from client data. What are the household income levels and household size of the unduplicated persons you anticipate serving with this project? **You must include the following three items for consideration of full scoring points in this section:**

- A. **The source(s) of your information.** Typically, this is a statistical report from your client database showing only non-identifying demographics for example: Client 1, age, household income (\$18,000), # in household, race/ethnicity, and disability status (if applicable). Please condense as many as possible onto each page. Do not include client specific data such as names, SSN’s, DOB’s, driver’s license numbers, or street addresses, as examples) for privacy reasons. Make sure to include a legend explaining any acronyms used. Numbers shown on documentation must correlate with numbers shown on application. For agencies with large numbers of project clients, submit the first four pages of this requirement.
  
- B. **A table summarizing your total project client data.** Be sure to include totals for data in A. above of all project clients, including those residing outside of DuPage County.
  
- C. **An explanation of methodology used to collect this data.** Include sample client intake sheets or surveys as examples if applicable.

\*If you do not collect data on client’s income levels, including for those who choose not to disclose their information to you, place the total number in the 81%+ category in the first table. The totals in this table should match the figure used on the cover page for the number of unduplicated individuals to be served.

<b>Income Qualifications Guidance</b>
<ul style="list-style-type: none"> <li>• Children under 18 are not presumed to be low income (unless they are being served because they are abused or are legal wards of the State). Therefore, the applicant <b>MUST</b> do income qualification of their families, or they will be counted as 81%+ MFI.</li> <li>• An adult population that is presumed to be low income (for example, disabled) will all be counted in the 51-80% of MFI category, unless the applicant does an income qualification to document a lower income level.</li> <li>• An adult population that is not presumed to be low income will be counted as 81%+ MFI, unless the applicant does income qualification to document a lower income level.</li> <li>• To view a listing of HUD Defined Benefit Groups, please visit <a href="http://www.dupageco.org/Community_Services/Client_Services/6285/">http://www.dupageco.org/Community_Services/Client_Services/6285/</a></li> </ul>

### Median Family Income (MFI) by Household Size

Effective March 15, 2013

Household Size	Extremely Low Income (0-30% of MFI)	Very Low Income (31-50% of MFI)	Other Low Income (51-80% of MFI)	Median Family Income (MFI)
1	15,500	25,800	41,250	51,600
2	17,700	29,450	47,150	58,900
3	19,900	33,150	53,050	66,300
4	22,100	36,800	58,900	73,600
5	23,900	39,750	63,650	79,500
6	25,650	42,700	68,350	85,400
7	27,450	45,650	73,050	91,300
8 or more	29,200	48,600	77,750	97,200

3.3 **Benefit to Minorities:** Utilize HUD's race and ethnicity reporting criteria to detail the benefit to minorities. For each of the nine race choices, there must also be an indication of "Hispanic/Latino" or "Not Hispanic/Latino" since someone of Latino origin may, in fact, be of any race. The Office of Management and Budget (OMB) definitions of race and ethnicity are shown below.

Ethnicity	
<b>Hispanic or Latino</b>	A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, of race. The term "Spanish origin" can be used in addition to "Hispanic" or "Latino."
<b>Not Hispanic or Latino</b>	A person not of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

Race	
<b>American Indian or Alaska Native</b>	A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
<b>Asian</b>	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
<b>Black or African</b>	A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black" or "African American."

<b>American</b>	
<b>Native Hawaiian or Other Pacific Islander</b>	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands
<b>White</b>	A person having origins in any of the original peoples of Europe, the Middle East or North Africa.

## PART 4: BUDGET

- 4.1 **Project Budget:** Provide a detailed breakdown of the project budget. Under Major Activities, consider “How much does it cost to run the project?” If, for example, the request is for the cost of salary and benefits, list each on a separate line, indicate the total cost to the agency (column 2) and how much of the requested grant will be used to cover that expense (column 3). Please note that agencies not previously funded under HSGF may be asked to provide more detailed financial information upon application review. **NOTE: The Total “Estimated Cost” (Column 1) should equal “a” on the cover page. The Total “HSGF Request” (Column 3) should equal “b” on the cover page.**

Agencies seeking funding have a wide range of budget sizes. As a general guideline, it is the preference of the DuPage County Community Services Department to receive project-based budgets. Small agencies do not have the ability to separate their project budget from the overall agency budget, may submit an agency budget.

<b>Table 4.1</b>			
<b>PROJECT BUDGET</b>			
<b>Major Activities</b>	<i>Column 1</i> <b>Estimated Cost</b>	<i>Column 2</i> <b>Agency Share</b>	<i>Column 3</i> <b>HSGF Request</b>
Salaries and Taxes	\$285,000	\$270,000	\$15,000
Fringe Benefits (health insurance and retirement)	\$34,200	\$34,200	
Equipment and Supplies	\$21,550	\$21,550	
Facilities (rent, utilities, phones, corporate insurance)	\$44,500	\$44,500	
Professional Fees (accounting, legal, IT)	\$12,000	\$12,000	
Misc., Credit Reports, Travel & Professional Development	\$9,500	\$9,500	
<b>Totals:</b>	<b>\$406,750</b>	<b>\$391,750</b>	<b>\$15,000</b>

- 4.2 **Project Fundraising and Other Funding Sources:** Complete this table by identifying primary funding sources for this project, such as government and foundation grants, private funds, and fundraising sources. The total, including HSGF request and pending awards, should at a minimum, match the total project cost.
- 4.3 **Staffing Plan:** How many staff will be involved in your project? (example: 3 FT counselors, 1 PT Case Aide)
- 4.4 **Fee Structure:** If you charge clients a fee for service, attach documentation concerning the current amounts charged and a very brief explanation of the costs associated with providing the service.

**PART 5: PROJECT COLLABORATIONS, COMMUNITY SUPPORT AND COMMUNITY IMPACT**

- 5.1 a. **Project Partners:** Project Partners are partners working DIRECTLY with you to deliver project services, not referral sources; not agencies that have written letters of support, etc. Project Partners are existing partners working directly with your agency on the project for which you seek HSGF funding.

If you are submitting project partnership collaboration for scoring consideration, a written agreement Letter or Memorandum of Understanding of collaboration/partnership from the mentioned collaborating agency must be included as an attachment. It must reference FY2014, outline each agency's responsibilities, and be signed and dated by your agency's executive director and the executive director of the partner agency.

Only collaborative partners need to provide written documentation. Agencies will not receive scoring point consideration for collaboration if written documentation is not provided.

Contractual relationships in which a fee for services is rendered are not considered project partnership collaborations for the purposes of this section.

*Examples of Project Partners:*

- a. *Optimum Counseling sends staff to your agency to provide mental health assessments and counseling for your homeless clients.*
- b. *Your substance abuse counselors facilitate weekly adult education groups at two NRC's.*

- b. **Evolution:** Describe how and why the partnerships developed.

*See explanations provided on next page*

## Differentiating Coordination, Cooperation and Collaboration

	Coordination	Cooperation	Collaboration
<b>Purpose</b>	<ul style="list-style-type: none"> <li>Reduce gaps, overlap of services or utilize service delivery opportunities</li> </ul>	<ul style="list-style-type: none"> <li>Address common issues with the sharing or partitioning of work and sharing resources</li> </ul>	<ul style="list-style-type: none"> <li>Deliver innovative programming that produces greater results than each partner would have been capable of effecting on their own</li> </ul>
<b>Project Planning and Delivery</b>	<ul style="list-style-type: none"> <li>Logistical planning is necessary; joint project planning is not</li> </ul>	<ul style="list-style-type: none"> <li>Some joint project-specific planning is necessary</li> <li>Client progress is not jointly managed or assessed</li> </ul>	<ul style="list-style-type: none"> <li>Comprehensive planning that includes collaboratively developed:                             <ul style="list-style-type: none"> <li>Objectives and strategies</li> <li>Defined and interrelated roles that constitute a formal division of labor</li> <li>Regular communication about client progress; shared case management</li> <li>Progress milestones</li> <li>Mechanisms to monitor participant contributions</li> <li>Measurable indicators of success</li> <li>A current, written agreement or Memorandum of Understanding dated FY2014 and signed by both agencies evidencing collaboration and is submitted in the Application.</li> </ul> </li> </ul>
<b>Relationships</b>	<ul style="list-style-type: none"> <li>Minimal interdependence</li> <li>Relationships are informal; each organization functions separately</li> <li>Interaction and information sharing is on an as needed basis</li> </ul>	<ul style="list-style-type: none"> <li>Considerable interdependence</li> <li>Periodic communication</li> <li>Communication roles are established and definite channels are created for interaction</li> <li>Relatively independent functioning of each organization</li> <li>Individual relationships are supported by the organizations they represent</li> </ul>	<ul style="list-style-type: none"> <li>Substantial interdependence</li> <li>Frequent and regular communication</li> <li>A significant investment of resources</li> <li>Commitment of the organization leaders is fully behind their representatives</li> </ul>
<b>Authority and Accountability</b>	<ul style="list-style-type: none"> <li>Authority and accountability rests with the individual organization</li> </ul>	<ul style="list-style-type: none"> <li>There is some shared risk, but most of the authority and accountability falls to the individual organizations</li> </ul>	<ul style="list-style-type: none"> <li>Risk is shared by all organizations</li> </ul>
<b>Examples</b>	<ol style="list-style-type: none"> <li>Agencies sharing office space</li> <li>Transportation for your clients provided by another agency</li> <li>Access to government benefit program applications</li> <li>One agency provides a guest speaker for the clients of another agency</li> <li>One agency provides a guest speaker for another's staff trainings</li> <li>Participation in meetings with similar participants (example: Continuum of Care)</li> </ol>	<ol style="list-style-type: none"> <li>A Food Bank provides food to your organization</li> <li>Clients of one agency routinely access the programming of another</li> </ol>	<p>Three agencies work intensively to support high risk homeless families with multiple/complex needs; Project Supervisors from each agency attend Team meetings twice a month and quarterly Leadership team meetings to coordinate service delivery</p> <ul style="list-style-type: none"> <li>Agency A: Fiscal agent, holds housing leases, case management</li> <li>Agency B: Employment counseling, budget counseling, job training</li> <li>Agency C: Individual and family therapy, psychiatric assessment, medication management</li> </ul>

5.2 **Local Support:** Discuss any financial or in-kind support the project/activity receives from local government or community organizations (in-kind, financial, and volunteer). Note: Do not submit Letters of Support.

*Example: A professional women's support group provides approximately 15 volunteers for 5 hours weekly for childcare for clientele, who are then able to attend a job training course to improve professional skills.*

5.3 **Community Involvement:** Provide examples of your recent work (within the past two years and in general not using the same examples as in your agency's FY2013 HSGF) in the community to improve the overall conditions of your target population. If using same example as FY12 HSGF application, provide explanation how you improved or built on it from the previous year.

a) **Community Leadership:** Examples may include (but are not limited to) collaborations, education to public officials, and prevention strategies. Clearly indicate instances and dates where your agency is in a leadership role in your community.

b) **Community Work:** Briefly describe how your agency or representatives participated with other agencies as committee members or other non-leadership roles to foster mutual goals of your agencies.

5.4 **Community Outreach Activities:** Briefly describe how you inform eligible populations about your services. If your services could be appropriate to veterans, please provide more information and specific examples of outreach to veterans.

## PART 6: OUTCOME MEASURES

### 6.1 Outcome Measures Table:

Column A: Identify the problem to be resolved by the proposed services and provide quantified/research-based data with source to support your problem statement.

Column B: Identify the service units you will provide to address the stated problem. Make sure a number is included for each service unit. *If the project is a collaboration partnership, provide two outputs for each agency.*

Column C: What impact will your work have on the issue identified in your first column? Examples include new knowledge, increased skills, modified behavior, improved condition and positive, altered status. Make sure a number is included. *If project is a collaboration partnership, provide two outcomes for each*

Because not all agencies have the capacity to track and scientifically validate project impact, we strongly suggest utilizing *evidence-based practices*, approaches to prevention or treatment that are validated by some form of documented scientific evidence.

#### **Evidence Based Practice Resources:**

- **USDHHS AHRQ (Agency for Healthcare Research and Quality)**  
<http://www.ahrq.gov/clinic/epcix.htm>
- **Social Work Policy Institute**  
<http://www.socialworkpolicy.org/research/evidence-based-practice.html>
- **National Registry of Evidence-based Programs and Practices (NREPP)**, a service of the Substance Abuse and Mental Health Services Administration (SAMHSA) <http://www.nrepp.samhsa.gov>
- **Coalition for Evidence-Based Policy**, a project sponsored by the Council for Excellence in Government

*agency.*

Column D: What tools will be used to measure your level of success? Note: If you are using acronyms, be sure to include a Glossary or Table. Otherwise, it will be assumed that the tools, etc. are internally developed.

Column E: Describe how, when, where, and by whom your data is collected and elaborate on what your agency will do with the collected data.

*See suggestions provided on next page.*

## Outcome Table Suggestions

Column A <b>IDENTIFIED PROBLEM</b> Both a) and b) must be stated.	Column B <b>OUTPUTS</b> <i>There MUST be a number! (These are your service units that you will provide to address the identified problem.) They must tie to the identified problem in Column A.</i>	Column C <b>OUTCOME</b>  <i>There MUST be a number!  State the impact your outputs will have on your identified problem.  They must tie back to both Column B, and Column A.</i>	Column D <b>DATA SOURCE</b>  <i>Where will information for the outcome measure come from? (Internally or Externally developed Tool/s)</i>	Column E <b>DATA COLLECTION METHOD</b> <i>How will the data be obtained? By who? What? Where? When?</i>
<p>Both a) and b) below must be clearly identified:</p> <p>a) Identification of problem/s</p> <p>b) Identify specific sources such as:</p> <ul style="list-style-type: none"> <li>• Published research</li> <li>• Crime statistics</li> <li>• Previous outcome measures</li> <li>• Survey of clients</li> </ul>	<p># of classes</p> <p># of sessions</p> <p># of materials distributed</p> <p># of service hours</p> <p># of people served</p> <p># of assessments</p> <p># of meals</p>	<ul style="list-style-type: none"> <li>▪ # (%) adults will be employed</li> <li>▪ # (%) individuals will be sheltered</li> <li>▪ # (%) youth will maintain or increase passing grades</li> <li>▪ # (%) will exit to permanent housing</li> <li>▪ # (%) will earn increased income or benefits</li> <li>▪ # (%) will reduce stress levels by #% or better</li> <li>▪ # (%) will increase their Ansell Casey Total Mastery score</li> <li>▪ # (%) improve technology and job search skills by #%</li> <li>▪ # (%) participants will demonstrate a #% increase in knowledge of ____</li> <li>▪ # (%) will return to work, school or vocational training</li> </ul>	<ul style="list-style-type: none"> <li>▪ Beck Depression Inventory (external)</li> <li>▪ Myers-Briggs Type Indicator (external)</li> <li>▪ Pre/post test</li> <li>▪ Client surveys</li> </ul>	<ul style="list-style-type: none"> <li>▪ Case Manager will administer the tool and record the results in the client's file</li> <li>▪ Job coach will administer the Myers-Briggs Type Indicator and attach the score sheet to the client's file.</li> <li>▪ Instructor will administer and tally the results of a pre/post test.</li> <li>▪ Results will be provided to the client along with an action plan based on these results.</li> </ul>

**\*Note that there must be a glossary attached in the application for any undefined acronyms.**

## Sample Outcome Table

<i>Column A</i> <b>IDENTIFIED PROBLEM</b>	<i>Column B</i> <b>OUTPUTS</b>	<i>Column C</i> <b>OUTCOME</b>	<i>Column D</i> <b>DATA SOURCE</b>	<i>Column E</i> <b>DATA COLLECTION METHOD</b>
<ul style="list-style-type: none"> <li>▪ <i>In 2012, 941 refugees and immigrants arrived in DuPage County with English unknown or as a second language.</i></li> </ul> <p><i>Source: State of IL Office of Refugee Resettlement</i></p>	<ul style="list-style-type: none"> <li>▪ <i>50 refugees and immigrants will be provided 45, 3 hour sessions in speaking listening, and writing English.</i></li> <li>▪ <i>50 refugees and immigrants will be provided 30 sessions of interactive speaking in everyday situations.</i></li> <li>▪ <i>50 refugees and immigrants will be provided 12 sessions on US culture</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>45 individuals (90%) will demonstrate improved English language skills</i></li> <li>▪ <i>40 individuals (80%) will demonstrate improved fluency in interactive, conversational English</i></li> <li>▪ <i>45 individuals (90%) will demonstrate increased awareness of US traditions, holidays, social programs, and community resources.</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>CASAS Assessment System (Comprehensive Adult Student Assessment Systems)</i></li> <li>▪ <i>Pre/Post Test</i></li> <li>▪ <i>Internal client assessment forms</i></li> <li>▪ <i>Internal client case notes and program surveys</i></li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>ESL (English as Second Language) instructor will enter scores in client files and meet with each client to update action plan based on score. Program Director will enter summarized data in DHS R&amp; I annual report.</i></li> <li>▪ <i>ESL instructor will complete client assessment forms and enter into client files. Program director will review quarterly quality reviews. ESL instructor will adjust individual case plan according to review results.</i></li> <li>▪ <i>Program director will enter summary from case notes/program surveys to annual quality report.</i></li> </ul>

# HDF AND HOME

## AFFORDABLE HOUSING PROJECTS

### PROJECT RANKING CRITERIA

(Approved by the HOME Advisory Group – October 2, 2012)

All applications for affordable housing financing from the DuPage County Housing Development Fund (HDF) and the HOME Investment Partnerships (HOME) program will be evaluated in accordance with the following criteria. Figure 1 summarizes the criteria and point system and details follow.

Figure 1		
<b>Summary of the Selection Criteria and Point System</b>		
Category	Possible Points	Explanation
I. <u>Minimum Requirements</u>	N/A	All applicants must meet the minimum requirements regarding: (a) eligibility; (b) applicant capacity and project planning; (c) financial underwriting analysis; (d) project marketing; (e) site/structure suitability; (f) displacement of households; and (g) receiving the minimum of 70 points in the point system.
II. <u>Meeting Consolidated Plan Affordable Housing Objectives</u>	70	A cost/benefit analysis is used to evaluate: (a) persons benefited; (b) income targeting; (c) addressing affordable needs; (d) impact on affordability; (e) making accessibility improvements; and (f) impacts on neighborhood quality. Total public costs are calculated on a present value basis and may be adjusted for high land costs and the permanency of the affordable housing benefit. Leveraging of HDF/HOME dollars is also part of the analysis.
III. <u>Meeting Other Consolidated Plan Objectives</u>	46	Proposals are evaluated in relation to: (a) support services provided; (b) geographic distribution of affordable housing; (c) interagency coordination; and (d) uniqueness (undertaking a demonstration activity).
IV. <u>Project Readiness</u>		Proposals are evaluated in relation to the start-up and planning work that is complete at the time of application and the degree

	10	to which there are obstacles remaining that would prevent timely completion of the project.
V. <u>Stability of Operating Funding</u>	10	Proposals are evaluated in regard to the adequacy of the project's long-term income stream and/or the proportion of anticipated operating funding that is committed.
VI. <u>Match</u>	5	All projects that include funding from HOME-match eligible funding sources will receive 1 additional point for each 5% of the total project cost that is HOME-match eligible, up to a maximum of 5 points.
<b>TOTAL</b>	141	

The County reserves the right to offer an amortized loan to applicants, in lieu of providing a grant or deferred loan.

## **I. MINIMUM PROGRAM REQUIREMENTS**

The following criteria are minimum thresholds for consideration of an application. No points are awarded, but all of these basic criteria requirements must be met in order for the application to be considered for funding.

### **A. Eligibility**

The proposed activity must be eligible for funding in accordance with applicable federal regulations and local requirements. You are encouraged to discuss your project with the Community Development staff to assure compliance. Project cannot begin before there is a signed Agreement in place.

- 1. Federal Requirements** These requirements include the regulations of the HOME Investment Partnerships Act (HOME) program and the Community Development Block Grant (CDBG) program. There are many issues covered by these regulations including affordability to low-income persons, maximum per unit subsidies, matching requirements, and other factors. Please note that there are statutory requirements for HOME funded projects that must be met. A new Final Rule for HOME is expected to be published Fall 2012, and those requirements will apply to 2013 HOME funded projects. CPD Notice 12-007 lists the 2012 requirements. It is anticipated that similar statutory requirements will apply to 2013 funding. Before entering into a legally binding written Agreement to provide HOME funds to a HOME entity, the County must underwrite the project or evaluate the underwriting of another funder; assess the development capacity and fiscal soundness of the developer; and examine neighborhood market conditions to ensure adequate need for the project. Additionally, there is a Federal four year project completion requirement. HOME funds used for projects not completed within four years of the commitment date, as determined by a signature of each party to the written Agreement, must be repaid to HUD by the Developer.
- 2. State/Local Requirements** Many projects will also be receiving Illinois Housing Development Authority (IHDA) or other State financing, and will be subject to their requirements, including underwriting requirements. In addition, the DuPage Community Development Commission and the HOME Advisory Group (HAG) have established policies for funding of housing rehabilitation activities with the HOME and CDBG programs. These policies, as well as other local eligibility criteria, are described in sections B through G below. Because the CDC staff generally cannot make determinations regarding compliance with State and local requirements, the County's analysis will be in contact with these jurisdictions regarding such compliance. It is also understood that such determinations by State and local officials may not be made until after the County's review, which means that any approvals from the HAG or County must be contingent on these determinations.

3. **HOME/HDF Funding 5-Year Restriction** Receipt of HOME/HDF funding for rehab work on a single property is limited to one grant or loan every 5 years. All applications for rehab work must include a comprehensive assessment of the anticipated rehab needs for the property for a 5-year time frame. Projects that have previously received HOME funds cannot receive additional HOME funds until the period of affordability has been met.

**B. Applicant Capacity and Project Planning**

Evidence must be provided showing that the applicant has the expertise, staff capacity, and fiscal soundness to carry out the proposed activity. If it is determined by the County that the applicant does not have adequate capacity, they are not eligible for funding. The following will be examined.

**Qualifications and Experience of the Development/Implementation Team** The applicant must include information about the persons or organizations who will be responsible for carrying out all aspects of the project and must provide information about the qualifications of these persons or organizations. As applicable, the applicant must show expertise in the following areas: (a) development and finance; (b) construction (including design and management); (c) housing management (including marketing, leasing, etc.); (d) management of physical assets; and (e) service delivery.

1. **Completeness of Project Planning** A comprehensive project plan must be submitted detailing all anticipated costs and providing a time line for completion. Figure 2 outlines this requirement.

Figure 2 Summary of Project Planning Requirement		
Requirement	When It's Required	What is Required
Detailed Scope of Work	Applies to all new construction, rehab, and/or acquisition proposals. Information submitted at time of proposal.	Project Minimum: \$10,000 List of all proposed work meeting the following: <ul style="list-style-type: none"> <li>• All activities must be eligible</li> <li>• For rehab, must correct all structural deficiencies</li> <li>• Scope of work must outline all anticipated rehab needs for a 5-year period</li> <li>• For new construction, must cover all components of construction</li> <li>• Work must address applicant's space needs</li> <li>• Costs must be reasonable</li> <li>• Time schedule must be reasonable (may be phased over time)</li> <li>• Resources must be available to complete all work</li> <li>• Format must be acceptable</li> </ul>

County Inspection	Applies to all rehab and/or acquisition proposals. Information submitted: <ul style="list-style-type: none"> <li>• Prior to acquisition (when acquisition is involved)</li> <li>• Prior to agreement approval (for rehab only)</li> </ul>	On-site inspection by County staff to: <ul style="list-style-type: none"> <li>• Verify scope of work</li> <li>• Assure addressing HUD housing quality standards</li> <li>• Suggest addressing other deficiencies</li> </ul> With special approval, inspections may be delegated to subrecipient.
Moderate Rehab Cost Limits	Applies to all rehab and/or acquisition proposals where rehab is not considered substantial.	Project Minimum: \$10,000 The following per-unit maximum limits apply: <ul style="list-style-type: none"> <li>• Apartments (total structure) - \$15,000</li> <li>• Apartments (interior only) - \$10,000</li> <li>• House/townhouse/duplex (total structure) - \$25,000</li> <li>• House/townhouse/duplex (interior only) - \$15,000</li> </ul>
Substantial Rehab Option	Applies to all rehab and/or acquisition proposals where rehab costs are expected to exceed moderate limits. Information submitted as indicated.	Project Minimum: \$10,000 The following must be submitted with the proposal: <ul style="list-style-type: none"> <li>• Statement of objectives to be achieved (rationale for higher costs)</li> </ul>

2. **Licenses and Certificates** The applicant must provide proof that: (a) it has received all appropriate licenses and certificates that will be required to undertake the proposed activity; or (b) it has applied for and has a reasonable expectation of receiving these licenses or certificates in a timely manner.
3. **Past Performance and Status of the Applicant's Other Projects (Refers to #1.b on Application)** The applicant's past performance in completing projects in a timely manner and in accordance with all requirements and acceptable business practices will be considered. Also to be considered is the status of the applicant's other outstanding projects. If the applicant already has other HDF and/or HOME projects underway that require significant additional work to complete, funding for additional new projects may not be approved. Include number of units, types of funds used, type of housing, total project cost, and project status (completed, under construction, delinquent, etc.).
4. **Capacity of Developer (Refers to #1.f on Application)** Net worth – developers should not owe more than they own. Portfolio risks – past developments should not be a current drain on the developer. Pre-development funding – developer needs to “front” cash for costs before closing. Liquidity – developer needs enough cash to pay their bills.
  - Provide current financial statements with current valuation.
  - Demonstrate sufficient reserves/LOC to complete project.
  - Provide cash flow for all properties.

Rental Developer Capacity and Fiscal Soundness: Provide information on current workload, years of experience, and recent relevant experience and skills.

Experience should include:

- Similar project location, size, and scope
- Using multiple subsidies
- Similar type of construction
- Development team has a history of working together
- Developing affordable housing
- Managing affordable rental projects

Skills should include:

- Project management
- Market analysis
- Site selection and control
- Property management
- Planning and construction
- Design, architecture and engineering
- Legal and accounting
- HOME rules
- LIHTC/Other Rules

Homebuyer Developer Capacity and Fiscal Soundness:

- List team with experience and current capability
- Supply references in addition to resumes
- Provide current project load and status of all projects (not just HOME)
- Has development team worked together as a team? For how long?

### **C. Financial Underwriting Analysis**

This analysis focuses on the proposed project's marketing and its costs and financial requirements. All projects will be evaluated in accordance with six objectives.

1. **Cost Inclusiveness and Reasonableness** The applicant must complete the HOME Underwriting template provided (unless project is for homebuyer assistance), which will be reviewed. The analysis will: (a) examine anticipated project costs and will compare them to other similar projects to assure that costs are not excessive or understated; and (b) check the list of anticipated costs to assure that needed items are not overlooked (e.g., the cost of marketing or replacement reserves).

Some form of cost or price analysis shall be made and documented in the procurement

files in connection with every procurement action. Price analysis may be accomplished in various ways, including the comparison of price quotations submitted, market prices and similar indicia, together with discounts. Cost analysis is the review and evaluation of each element of cost to determine reasonableness.

**Independent Cost Estimate (only for projects over \$100,000):** A cost estimate must be prepared by a qualified third party that is not on the development team, in order to assess whether the applicant has proposed a price for services that is consistent with market rates for labor, materials, overhead, and profit. **(Refers to #12 on Application.)**

2. **Commitments of Other Financing** The applicant must show that sufficient funds will be available to finance the project. Evidence of commitment of resources or schedules indicating the timing of receipt of these commitments are required. The county reserves the right to contact organizations that will be providing other financing to determine the likelihood of receiving a commitment.
3. **Efficient Use of HOME/HDF Funds** The applicant must demonstrate that reasonable efforts have been made to obtain non-Federal financing for the project. A review of projected revenues, expenses, debt service, and returns on sources for the project will be done to determine if the project can support additional non-Federal financing, and, in some cases, CDC staff may recommend that the applicant pursue other resources. Projects expecting to receive HOME financing must also demonstrate how HOME non-Federal matching requirements will be met. All projects that include funding from HOME-match eligible funding sources will receive 1 additional point for each 5% of the total project cost that is HOME-match eligible, up to a maximum of 5 points. A listing of examples of HOME match can be found in Section VI (pages 17-18) below.

For homebuyer projects, applicant must provide the analysis that will be made for each transaction to insure that homebuyers will only be receiving the amount of Federal funding needed to help them purchase their home. No flat percentage awards of loan to value amounts. In addition to the underwriting standards of the primary loan, the county has established a floor front end ratio to demonstrate that we are not over-subsidizing homebuyers. That front end ratio for total housing expenses to income is 28%. Additionally, HOME funds per transaction must be less than \$15,000.

4. **Favorable Market** This part of the analysis will examine the market for the proposed project. A market analysis, showing a favorable market for the proposal, must be submitted with the application. The amount of detail required for this analysis will be dependent on the size of the proposed project and the type of project. Analysis should demonstrate a need for the type and number of housing units proposed. If a homebuyer project, analysis should show ability to sell planned homebuyer units prior to

the statutory six month deadline after construction completion. If rental, analysis must show that the developer will be able to lease-up planned units as expected, e.g. within the timeframe specified in the project pro forma. Also, analysis must show the impact of the new units on existing affordable housing developments. Will there be an adverse effect?

5. **Subsidies and Layering** DuPage County will not invest any HOME/HDF funds, in combination with other governmental assistance, that exceed what is necessary to provide affordable housing. Subsidy from the County's HOME program will not exceed the maximum per-unit subsidies applicable to the HOME program. (See Ranking Criteria Attachment A Exhibit 3.) Only the units that will be subject to HOME rents will be used to calculate the per unit HOME subsidy. The units that will be subject to HOME and/or Tax Credit rents will be used to calculate the cost per affordable unit. For example, if a project will have 50 HOME funded units, and 50 Tax Credit funded units, for a total project cost of \$18,000,000, the cost per affordable unit would be \$18,000,000 divided by 100, but the HOME cost per unit would be the amount requested for HOME funding divided by the 50 HOME funded units. The analysis of the proposed project will examine various financial indicators to determine that the project's expected cash flow is adequate to assure long-term stability, but is not excessive.
  
6. **Risk Management** The analysis of the proposed project must demonstrate that HDF/HOME funds are not excessively at risk. Analysis must show that the short and long-range financial obligations of the project will be met, including sufficient cash flow to meet all debt service requirements and sufficient reserve to maintain the project. In most cases, the property or other capital assets must secure these funds. The county may approve a project where the value of property or other assets is not sufficient to cover the HOME/HDF investment if: (a) the costs for the activity are determined to be reasonable compared to other alternatives; and (b) there are no other alternatives that would meet the same need where the investment could be secured by the property or capital assets.

Please note: Financing terms are flexible depending on the financial gap that needs to be filled with public dollars in order to make your proposal financially feasible. Activities that would be feasible without subsidies from these programs will not be approved. We also require that funding from these programs for any capital activity or real estate transaction (for example, acquisition, rehabilitation, new construction, or homebuyer assistance) be secured by the property or some other equal form of collateral. Grants are only made to municipalities for public infrastructure that assists development of affordable housing. All other HOME/HDF participation is in the form of a loan.

## D. Marketing of the Project or Program

There are three components of marketing that must be reviewed and approved.

1. **Promotion of the Project/Program and Selection Policies** The applicant must describe in detail how the affordable project or program will be promoted and how the participants (tenants, home buyers, residents, etc.) will be selected.
2. **Affirmative Fair Housing Marketing Plan (Refers to #6 on Application.)** The promotion and selection policies the applicant will use for the program or project must specifically describe how the project or program will be affirmatively marketed to groups in the housing market area that are least likely to apply for the housing because of its location and other factors without special outreach efforts. (See Ranking Criteria Attachment B.)
3. **Local Preferences** The selection policies the applicant will use for the program or project must specifically describe any local preferences. Generally, local preferences more specific than the DuPage HOME consortium area will be permitted only if the unit of local government for which the preference has been established (such as a municipality) is contributing substantially to the project. Such a contribution may be in the form of locally controlled funding that is specifically provided to the project or program. A contribution may also be in the form of zoning relief or other concessions to the project or program that would not ordinarily be made and that are key to the project or program's feasibility. In no case will local preferences be permitted if the preference will: (a) significantly constrain the marketing of the project; or (b) be in conflict with affirmative marketing plans. HUD typically must approve local preferences in a Tenant Selection Plan.

## E. Suitability of the Proposed Site and/or Structure

The following characteristics of the proposed site and/or structure will be examined.

1. **Local Regulations** The proposed use and structure must be consistent with the zoning, building, subdivision, and other regulations of the appropriate jurisdiction.
2. **Environmental Hazards** The site and structure must be free of environmental hazards or the activity must include actions to eliminate these hazards. Such hazards may include lead, chemicals, underground storage tanks, etc.

3. **Historic Preservation** The site and structure must meet applicable historic preservation requirements. The CDC staff will be checking with the State Historic Preservation Office as well as with local historic preservation organizations.
4. **New Units By New Construction or Adaptive Re-use** For projects that create new units by new construction or adaptive re-use, the review will include review for consistency with the HOME Advisory Groups policy of geographically distributing affordable housing. (See Ranking Criteria Attachment C.)
5. **Site Control** The general rule is that, before any funding for a project can be approved, the applicant must have control of the site on which the proposed project will be implemented. Further, all set-asides or commitments of funds remain contingent on retaining this site control. Therefore, loss of site control is cause for termination of a set-aside or commitment. Site control may be in the form of ownership, a signed purchase contract, or an option. An exception to this site control rule may be made if it is general knowledge that suitable sites are readily available in the open market, or the applicant provides acceptable evidence of this availability.
6. **Energy-Efficient Construction** All new construction and rehab projects will be required to follow energy-efficient construction techniques, such as effective insulation, and air ducts sealing. Any components such as windows or furnaces purchased for new construction, or replaced for rehab work, will be required to be Energy Star rated.

Energy Star Partnership is a voluntary government backed program helping to protect the environment through superior energy efficiency. Projects earn Energy Star rating by meeting strict energy efficiency guidelines set by the U.S. Environmental Protection Agency (EPA). Projects that apply energy-efficient construction by using Energy Star accepted techniques (i.e. effective insulation, high performance windows, tight construction and ducts, appliances, efficient heating and cooling equipment, etc.) can be rated by an Energy Star qualified rater/inspector and will benefit from the tax credit, which will be calculated and included in the analysis. See [www.energystar.gov](http://www.energystar.gov) for more information.

## **F. Displacement of Households**

If the proposed project will result in the displacement of households, a separate determination as to whether to permit the relocation of these households will be required from the CDC Executive Committee or the HOME Advisory Group. This determination will be based on an evaluation of the estimated cost of relocation, the hardship of relocation on the residents to be located, and the difficulty of the relocation process when compared to the benefits expected to be derived from the proposed project.

### **Note: CDC Relocation Policy states:**

“The DuPage CDC shall recommend and approve for funding projects which will minimize, to the greatest extent feasible, the direct permanent involuntary displacement of tenant households, businesses, farms, and non-profit organizations. The DuPage CDC shall require subgrantees to provide relocation assistance to all tenant households, businesses, farms and non-profit organizations permanently displaced by the acquisition of real property as required and in compliance with HUD’s regulations implementing the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (Uniform Act).”

**If your project involves purchase of real property, you are *strongly* encouraged to only purchase vacant buildings or abandoned farms.**

## **G. Minimum Point Requirement**

Applications receiving fewer than 70 points in Parts II through VI of these selection criteria will not be eligible for funding.

## **II. MEETING CONSOLIDATED PLAN AFFORDABLE HOUSING OBJECTIVES (70 Points Possible)**

This part evaluates the costs incurred in relation to the benefits derived from the proposed activity. The evaluation of benefits includes the number of persons housed, but is adjusted based on targeting to lower income, the type of activity undertaken, impact on the neighborhood, etc. Cost calculations consider all of the public cost associated with the

project, taking into account any future income stream that will be derived from the project. The benefit of leveraging DuPage County HDF/HOME funds with other funds is calculated separately.

**A. Calculating Benefits**

Benefits are based on the number of people benefited, their income level, and the impact of the activity on affordable housing needs and the neighborhood.

1. **People Benefited** Some projects will be able to specifically predict the number of persons benefited. An example would be a group home with a specific capacity. Others only describe a mix of units and the number of bedrooms per unit. For projects of this type (including transitional housing), HOME occupancy assumptions (defined in Table 1) may be used. Note that “seniors-only” developments have lower assumed occupancy. If the housing proposed is to be temporary housing with average length of occupancy of less than a year (e.g., temporary shelter), the persons benefited will be based on the stated capacity of the facility. Likewise, for any facility that lists its capacity in “beds” rather than “units,” persons benefited will be based on that capacity. The total number of units or beds will be considered regardless of their level of affordability, e.g. if there are also market rate units in the project, those units will be included in the total number of people benefited.

Table 1		
<b>Occupancy Assumptions</b>		
Number of Bedrooms	Non-senior Households	Senior-only Households
Zero	1.0	1.0
One	1.5	1.2

2. **Affordability Period** The affordability period varies depending on the type of the project and the amount of HOME funds involved per HOME unit. The affordability period does not need to match the amortization period. For example, new construction of rental housing requires a 20-year affordability period, but the amortization period can be 25 or 30 years.

If a project is funded, the County reserves the right to require two separate and distinct affordability periods:

- The minimum HUD-required affordability period of not less than 5 nor more than 20 years;
- A County affordability period beyond the HUD-required period.

3. **Adjustment for Income Targeting** This adjustment is designed to place higher priority on projects that target to lower incomes, and it recognizes that there are higher costs associated with targeting to lower incomes. The multipliers in Table 2 are used to adjust the number of persons benefited as calculated in section #1 above. The total income targeting multiplier for the project is a pro-rated number based on the percent of persons benefited that are in these income groups. (See Ranking Criteria Attachment A Exhibit 1 for Median Family Income levels.)

Table 2	
<b>Multipliers of Persons Benefited Based on Income</b>	
Income Level	Multiplier
0-30% of Median Family Income	2.00
31-50% of Median Family Income	1.50
51-60% of Median	1.25

4. **Adjustment for Addressing Affordable Housing Needs** This adjustment adds a positive weight to the cost/benefit analysis based on the project's impact on the affordable housing market. Table 3 on the following page shows the multipliers for making these adjustments. It is in two parts. If the needs in the second part are addressed, the multiplier in the first part may be increased by the amount shown. The multipliers in Table 3 indicate that the highest priority is on adding rental units and promoting homeownership. However equal value is placed on addressing housing quality problems when this is combined with substantial improvements in the management of housing.

In Table 3, Part 2, points are received for promoting permanent supportive housing only if the agency is part of the Continuum of Care and indicates this affiliation on page 1 of the Application for Affordable Housing Funding. In Table 3, Part 2, points are also given to group homes under Affordable rental housing including units of three or more and Affordable rental housing for non-senior families or non-senior individuals even though rental income is not applicable since federal or other funds apply in these cases. Points are awarded consistent with the rental income category.

5. **Adjustment for Impact on the Affordability of the Existing Housing Stock** The multipliers in Table 4 on the following page apply to projects that propose acquisition of existing housing stock that is basically sound or has only minor deficiencies. This table indicates that acquiring owner or rental housing that is already affordable to certain low or moderate-income groups only to make it available as owner or rental housing to other low-income groups is generally encouraged only if the improvement in affordability is substantial. This adjustment does not apply to projects in which owner housing is acquired and converted to rental.

Table 3

### Multipliers for Addressing Affordable Housing Needs

<b><i>Part 1: Impact on the Housing Market and Stock</i></b>	Multiplier
Adds to, or preserves the quantity of, the affordable rental housing stock by new construction, by renovation of a non-residential or vacant structure into standard housing; or by rescuing housing from demolition.	2.1
Promotes homeownership by providing assistance to first time or low-income homebuyers in the form of mortgage or down payment assistance.	2.1
Promotes homeownership by providing assistance to existing low-income homeowners in the form of rehab assistance or other appropriate assistance.	2.1
Completes rehab of existing substandard housing where substantial repair or replacement of structural and other components is required if the building is to continue to provide safe and adequate shelter (considered "Major Deficient").	1.8
Completes rehab of existing substandard housing where work is required that goes beyond normal maintenance, but there are no serious structural failures (considered "Minor Deficient").	1.0
Does not include significant rehab, or completes rehab of existing housing where defects are minor and can ordinarily be corrected in the course of normal maintenance (considered "Basically Sound").	0.7
<b><i>Part 2: Other Affordable Housing Objectives Met</i></b>	Added Multiplier
Affordable rental housing is part of a mixed income development. Developments of more than eight units will receive this full multiplier if only eight units are considered affordable. Any development of 40 units or more with no more than 20% affordable units will receive the full multiplier. Pro-rated percentages may be awarded, and this multiplier may not be combined with the scattered site multiplier.	0.3
Promotes the development of permanent supportive housing for persons who are chronically homeless and have at least one household member with a disabling condition preventing them from living independently.	0.3
Housing activity promotes scattered site availability of affordable rental housing. To meet this standard, the activity will have no more than eight units in any one location.	0.3
The affordable rental housing development includes units of three bedrooms or more, or the development is a group home.	0.3
The affordable rental housing development is for non-senior families or non-senior individuals, or the development is a group home.	0.3

Substantially improves the management of existing rental housing, and this improvement is documented by appropriate evidence.	0.3
Addresses a special priority as specifically identified and approved by special action of the HOME Advisory Group. Examples of special priorities may include a Consolidated Plan need that has not been addressed by recent applications and requires special emphasis, or a municipal redevelopment priority (e.g., supported as part of a neighborhood strategy area).	Max. of 0.3

Table 4 Multipliers for Making Housing Affordable				
Previous Affordability Level	Made Affordable to:			
	81-100% of MFI	51-80% of MFI	31-50% of MFI	30% or less of MFI
101%+ MFI	0.90	1.00	1.20	1.40
81-100% MFI	0.40	0.90	1.00	1.20
51-80% MFI	0.20	0.40	0.90	1.00
31-50% MFI	0.10	0.20	0.40	0.90
30% or less MFI	0.00	0.10	0.30	0.40

- Adjustments for Accessibility Improvements** Projects that improve the housing stock by making it more accessible to people with disabilities will receive additional consideration. The multiplier is 1.2 for projects that exceed the standards of the Americans with Disabilities Act (ADA) and are shown to make units barrier free to people with disabilities. In some cases, unique physical needs will be addressed by a proposed project requiring special site or design considerations that will add to costs in a substantial way. In these cases, a 1.5 multiplier will be used.
- Adjustments for Impact on Neighborhood Quality** Table 5 makes adjustments based on the impact the housing activity has on the neighborhood. Except as shown in Table 5, all other proposals will have a multiplier of 1.0.

Table 5 Multipliers for Impact on Neighborhood Quality	
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Levels of Impact	Multiplier
<u>Major Impact – Neighborhood Blighted</u> Neighborhood has been designated as blighted in accordance with CDC policies, and the proposed housing activity will have a major impact on improving the blighting conditions (e.g., at least 10% of the housing stock of the neighborhood will be improved).*	1.7
<u>Major Impact – Neighborhood Not Blighted</u> Neighborhood has not been designated as blighted in accordance with CDC policies, but the proposed housing activity will have a major impact on improving the area (e.g., at least 10% of the housing stock of the neighborhood will be improved).*	1.5
<u>Minor Impact – Neighborhood Blighted</u> Neighborhood has been designated as blighted in accordance with CDC policies, and the proposed housing activity will have a minor impact on improving the blighting conditions (e.g., less than 10% of the housing stock of the neighborhood will be improved).*	1.2

\* In order to receive these points, a local commitment to improvements (e.g., infrastructure investments, a neighborhood resource center, etc.) must be present.

## B. Calculating Costs

Costs are calculated as the total net **public** cost associated with the proposed project. Public costs will include: (a) the county's HDF/HOME investments; (b) other federal, state, and local government investments of funds except in the case of HUD Section 202 and 811 funding; and project-based Housing Choice Vouchers; and (c) the cost of any tax exemptions or government fee waivers. Any future recapture of public funds will be subtracted from the initial outlay. Recaptured funds will be discounted to present value. The guidelines are as follows:

1. **Grants or Other Contributions Not Expected to be Repaid** These costs are calculated at face value. For example, a \$100,000 grant has a public cost of \$100,000.
2. **Forgivable Loans** There is no assumption that funds from forgivable loans will be recaptured in the future. In other words, it is assumed that they will be forgiven. Therefore, they are treated the same as grants and are calculated at face value.
3. **Deferred Payment Loans** These loans will be recaptured some day, but the time frame for this recapture is uncertain. Unless there is evidence to the contrary, it will be assumed that recapture will come in one lump sum after 20 years.
4. **Loans with Specific Repayment Schedules** Recapture of the funds will be in

accordance with the repayment schedule with all future payments being discounted to present value.

5. **Tax Exempt Financing and Tax Credits** This type of financing creates a loss of tax revenue to Federal or State government. The cost of taxes forgone will be calculated and included in the analysis. Examples of Tax Credits: Historic, Energy-Efficiency, Acquisition, New Construction/Rehabilitation, etc.
6. **Local Financial Incentives** If local government provides for property or sales tax rebates, or a waiver of fees that would ordinarily be collected, these forgone revenues will be part of the analysis.
7. **Rental Assistance** Annual rental assistance will be calculated in accordance with the length of term of the rental assistance contract.
8. **Discount Rate** To determine present value, future recapture will be discounted in accordance with the federal government's cost of money. This is defined as the yield on U.S. Treasury Bonds with maturities equal to the expected time before recapture, and the rate used will be the one for the week when the applications were due.
9. **Adjustment for High Property Costs** For projects that are proposed in locations outside of communities of affordable housing concentration and neighborhoods of low-income concentration, and the land costs associated with the project are high in relation to other projects due to this location, land costs will be adjusted to negate this negative cost benefit impact. Evidence for making this adjustment must be submitted by the applicant and is subject to approval by the county.

### C. Calculating Points for Cost/Benefit

The total cost/benefit score is calculated in two parts as described below.

1. **Total Public Cost per Person Benefited as Adjusted (50 points possible)** The adjusted number of persons benefited is calculated in accordance with section "A" above, and the costs are calculated in accordance with section "B." For proposals where the total cost per person benefited is less than or equal to \$5,000, the cost benefit score will be 50. For proposals where the total cost per person benefited is greater than or equal to \$30,000, the cost benefit score will be zero. For proposals where costs per person benefited is between these two figures, the cost/benefit score will be calculated based on a straight line extrapolation between zero and 50 points. For example, a calculated cost/benefit of \$17,500 per person would receive 25 points because it is exactly half way between \$5,000 and \$30,000.
2. **Leveraging of HDF/HOME Funds (20 points possible)** Leveraging of these funds is encouraged because it makes more efficient use of limited county resources for

affordable housing, and because leveraging brings other resources (private, State, and other Federal) into the area to address affordable housing needs. For each percent of the proposed project that is covered by resources other than the county's HDF/HOME programs, 0.25 points will be awarded. The maximum of 20 points will be reached when other resources cover 80% of total project costs.

**III. MEETING OTHER CONSOLIDATED PLAN OBJECTIVES (36 Points Possible)**

There are program objectives of the Community Development Block Grant (CDBG) and HOME programs that are emphasized in the program regulations or the DuPage County Consortium's Consolidated Plan for Housing and Community Development. Points are awarded based on how well the project or program meets these objectives.

**A. Services Provided (7 points possible)**

The proposed activity should provide services in accordance with the needs of the persons being served by the activity. The primary focus would be to assist clients and/or residents in achieving or maintaining their maximum level of self-sufficiency. Services may be provided by the applicant itself or by a specific strategy of coordinating with other agencies.

1. Up to 5 points will be awarded if it is determined that the applicant will be providing services at a level that are expected for the type of client or resident that is the target of the proposed activity. Table 6 outlines possible service components for various types of needs. The list of services in Table 6 is meant only to be illustrative of service levels.

Table 6	
Service Components for Various Needs	
Housing Need	Service Components
Elderly Renters	Health care, nutrition services, life skill support, recreation, and transportation as appropriate to the needs of residents
Other Renters	Access to recreation and after school activities
Existing Homeowners	Counseling to determine appropriate rehabilitation work to be completed and follow-up on quality of work completed
New Homeowners	Pre-purchase counseling on financial responsibilities of ownership, home maintenance training, and follow-up default counseling
Homeless Persons	Job counseling and services, housing counseling, case management as needed, and transportation
Non-homeless persons	Appropriate services for the need being addressed including counseling, therapy, health care, and transportation

with Special Needs	
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2. Up to 2 additional points will be awarded if it is determined that the applicant will be providing an extraordinary level of service to the target clients or residents. These would go significantly beyond the levels illustrated in Table 6.

## **B. Geographic Distribution of Affordable Housing (30 points possible)**

These points are awarded in accordance with the policy on geographic distribution adopted by the HOME Advisory Group on October 2, 2012 (originally adopted on June 28, 1994) and concern new construction or the creation of new units. For more information about this policy and the definitions of the terms that appear below (such as "municipality with insufficient affordable housing", "community of low-income concentration", and "community of minority concentration") the applicant should consult this policy. (See Ranking Criteria Attachment C: Geographic Distribution Policy.)

1. A project proposed in a municipality of insufficient affordable housing, as defined by IHDA, will receive 10 points for encouraging greater locational choice.
2. A project proposed in a community of low-income concentration will receive no points for encouraging greater locational choice. Projects outside of such communities will receive 10 points.
3. A project proposed in locations outside of, but adjacent to, a community of low-income concentration will receive no points if it will have the effect of expanding the low-income concentration.
4. A project proposed in a community of minority concentration will receive no points for encouraging greater locational choice. A project located outside of such communities of minority concentration will receive 10 points for encouraging greater locational choice.
5. Projects proposed in areas that would ordinarily not receive any points according to "2", "3", and "4" above, will receive these points for encouraging locational choice if supported by the local jurisdiction and if the requirements of Geographic Distribution Policy Appendix A (e)(3) are met.

## **C. Interagency Coordination (6 points possible)**

Points are awarded in accordance with the applicant's efforts in coordinating its proposed activity with other agencies providing similar and related services. Letters of collaboration should be provided.

1. 6 points are awarded if it is determined that the applicant's proposed activity is part of a collaborative effort of two or more agencies where this collaboration is necessary to the success of the proposed activity. It should be shown that the collaboration results in improved cost effectiveness in the implementation of the proposed project or program.
2. 4 points are awarded if it is determined that the applicant is effective in using other organizations to deliver services to clients or residents and has formal arrangements for the delivery of these services.
3. 2 points are awarded if it is determined that coordination is informal. This would also include any specific arrangements for mutual referrals.

#### **D. Demonstration Activity (3 points possible)**

An affordable housing activity that is determined to be particularly unique will be eligible for 3 points as a demonstration activity. Such an activity will not have been tried before in a situation (market, regulatory environment, etc.) like that found in the DuPage Consortium area.

#### **IV. PROJECT READINESS (10 Points Possible)**

This category evaluates the degree to which start-up work is complete at the time of the application, and what obstacles may stand in the way of completing the project. Table 7 shows points that will be awarded for project readiness.

In Table 7, the applicant is considered to have project planning work partially complete if preliminary engineering/architectural is done or if a detailed preliminary work program is done. If this work is complete in final form, final project planning work is considered complete. Based on past experience, the obstacles in the way of completion are more important than the status of project planning. Expanded definitions of these categories are provided below.

Table 7			
Points for Project Readiness			
	Preliminary Project Planning Not Complete	Preliminary Project Planning Complete	Final Project Planning Complete
No Significant Obstacles	8	9	10
Moderate Obstacles	4	5	6
Severe Obstacles	0	1	2

### A. No Significant Obstacles

The project will be considered to have no significant obstacles if the project appears to be ready for immediate start-up. Indicators of this level of readiness include, but are not limited to, the following:

1. The applicant currently owns or is in control of the land where the project will be located, or, alternately, the applicant is very flexible regarding the site to be purchased and there is an abundance of suitable properties available.
2. The project is consistent with applicable regulations and ordinances (e.g., zoning or environmental concerns).
3. Documentation of commitments for needed matching funds and operating funds is provided.

### B. Moderate Obstacles

These obstacles are those that would not allow immediate start-up of the project. That is, there are relatively minor activities that need to be completed. Indicators of this level of readiness may include the following; however, these will not be considered as significant obstacles if (1) there is substantial written evidence that these activities would be complete in less than 90 days, or (2) the applicant has phased the project so that these activities are all that is to be completed in the first year.

1. The applicant has identified several potential properties in specific locations that would meet their needs.
2. Rezoning of property is required.
3. Needed matching and operating funds are available, but applicant has not received commitments for them.

**C. Severe Obstacles**

Obstacles are considered severe if it is likely (based on past experience with similar activities) that preliminary activities will delay start-up by several months. These activities may include:

1. The applicant has not indicated that properties are available that would meet their needs.
2. There are major legal or project set-up issues that could take a substantial amount of time to resolve.
3. Applicant does not provide adequate documentation showing needed matching and operating funds are available.

**V. STABILITY OF OPERATING FUNDING (10 Points Possible)**

Up to 10 points is available in this category based on the percent of the operating budget for the proposed activity that is committed or supported by reasonable expectations of receiving funding. Table 8 provides examples.

Table 8		
Points for Stability of Operating Budget		
Level of Stability	Points Awarded	Examples
Committed Funding	1 point for each 10% of operating budget	Cash on hand, grants with commitments in hand, pro-forma and strong market analysis showing adequate income stream, tested underwriting criteria for home buyers
Supported	0.7% for each 10% of operating	Expected grants with a history of approval, expected contributions consistent with past history



## **APPENDIX B – 2015 CDBG/ESG Funding Recommendations**

Appendix B displays the funding recommendations for Neighborhood Investment, Capital Rehabilitation, and Public Services for projects funded with CDBG and ESG dollars.



# DUPAGE COUNTY MEMORANDUM

Community Development Commission

## MEMORANDUM

To: CDC Executive Committee

From: Mary Keating, Director  
Department of Community Services

Date: November 20, 2014

Re: **2015 CDBG/ESG Funding Recommendations**  
**2015 Action Plan**

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### **Funding Recommendations**

The attached figures 1-6 outline staff's recommendations for the 2015 program year.

#### Funding Level Assumptions (Figure 1)

The recommendations reflect the same funding levels for CDBG, HOME, and ESG as were received in FY 2014. Future Congressional action could result in changes to our anticipated funding levels. We are also including \$200,000 rollover of currently unobligated funds.

#### Specific Funding (Figures 2-6)

Figures 2 through 6 outline the projects recommended for funding. Funding is based upon the points scored by each application in accordance with the Selection Criteria. In the Capital and Neighborhood Investment Project clusters, staff is recommending funding a large number of projects over a two year period, eliminating the need for a CDBG application round for these clusters in 2016. The reasons for this are:

- It is our experience that unfunded projects will be applied for in the subsequent year, so applicants and staff are spending time rewriting and reviewing the same application the next year.
- If municipal projects can get under contract, it eliminates the potential situation that new census data could be released making the project ineligible in 2016.
- It is our experience that it is wise to split large requests over a two year period. In the past, our timeliness compliance with HUD has been jeopardized when we obligated all our funds to a few large projects and one or two projects stalled.
- This allows funding of projects for a greater number of municipalities and agencies.

- Staff will be taking on the additional responsibilities of administering \$30 million in disaster recovery funds, the bulk of the work occurring over the next two years.
- Staff would like to move to an on-line application system for the 2017 funding round and this would allow time to transition to such a system.
- It is anticipated that HUD will be releasing the final regulations for the new Affirmatively Furthering Fair Housing Assessment and that staff will be undertaking a large planning study to meet these requirements in 2015.
- Staff is currently analyzing the funds available in the HOME program and will be bringing a recommendation to the HOME Advisory Group after the first of the year regarding the timing of the next application round for housing projects that will most likely occur mid-2015.

Figure 2 – Capital Projects: Staff is recommending funding for the top eight scoring projects, with the requests larger than \$200,000 spread over two years. Staff is also recommending that the Convalescent Center project be funded in 2016.

Figure 3 – Neighborhood Investment Projects: Staff is recommending funding of all projects, with the requests larger than \$200,000 spread over two years.

Figure 4 – Accessibility: One application was received and staff is recommending funding that request.

Figure 5 – Neighborhood Resource Centers – On August 5, 2014, the CDC Executive Committee approved continued funding in the amount of prior year funding for 2015. There are fewer NRC's this year which allows increased amounts for each of the remaining NRC's.

Figure 6 – Housing and Homeless –The Grants Funding Committee of the Continuum of Care agreed to fund public services at the 2014 level at their meeting on August 5, 2014. Their decision was affirmed by the Leadership Committee of the Continuum of Care on August 13, 2014. Figure 6 reflects that decision. During 2014, Prairie State Legal Services lost its Continuum of Care funds for its project that assists homeless persons with overcoming the legal issues that prevent a stable housing situation. This was due to HUD cuts to Continuum projects that provide services rather than actual housing units. You will recall that this committee recently approved using Emergency Solutions Grant funds to help fund part of this project. Staff is recommending that we continue to use Emergency Solutions Grant funds in 2015 for this Prairie State project and that we also utilize \$15,000 in CDBG funds that were formerly assigned to HCS Family Services in Hinsdale. HCS has not yet utilized its 2014 funding because they are no longer staffing a case manager. We communicated with them about this issue on November 5 to confirm that they are no longer eligible for CDBG funds and have not received a response.

## **2015 – 2019 Consolidated Plan and 2015 Action Plan**

The County is in the process of preparing the 2015-2019 Consolidated Plan that will also contain the 2015 Action Plan for submittal to the U.S. Department of Housing and Urban Development. The attached list of activities to be funded will be incorporated into the 2015 Action Plan. HUD has advised that we should not submit our 2015 Action Plan until our actual allocation amounts are known, but that we should adhere to our customary citizen participation timetable.

The timetable for completion of the Consolidated Plan and Action Plan is as follows:

1. Plan available for public viewing by January 2, 2015 (30 day viewing period required)
2. Public Hearing to be held January 8, 2015
3. Draft plan presented to Development Committee on January 20, 2015
4. First reading at County Board on January 27, 2015
5. Public comment period ends and any comments incorporated into plan on February 2, 2015
7. Adoption of Consolidated Plan and Action Plan by County Board on February 10, 2015
8. Submittal of Consolidated Plan and Action Plan to HUD by February 13, 2015 (or alternate date determined by HUD).

If you have any questions regarding any of these recommendations, please contact me at 630-407-6457. Thank you.

Figure 1

**2015 FUNDING RECOMMENDATIONS - SUMMARY****2015 Planning Assumptions**

<b>CDBG</b>	\$ 3,493,505
<b>HOME</b>	\$ 1,239,419
<b>ESG</b>	\$ 255,126
<b>Total Entitlements</b>	\$ 4,988,050
<i>Rollover of Unobligated Funds</i>	\$ 200,000
<b>Total Available</b>	\$ 5,188,050

Category	CDBG/ESG			Admin	HOME	Notes
	Capital	Public Serv	ESG			
Neighborhood Inv	918,228					Funds 100% of all five eligible projects over a two year period.
Accessibility	50,000					Funds 100% of 1 project; no other applicants.
Capital	1,191,616					Capital: funds 100% of 8 requests (some over a two year period) and 100% of a 9th project in 2016. Leaves 4 projects unfunded.
NRC		76,564				Public Service: fund 6 NRC's
HMIS	-	-	40,000			
Housing/Homeless		280,000	134,000			Public Service: funds 14 eligible projects.
Rapid Rehousing/ Homeless Prevention			61,992			
Housing Res. Unit		166,000				
Single Fam Rehab	232,396					
HOME Projects*	80,000				1,239,419	The \$80,000 in the CDBG column is a set-aside for closing costs for first time homebuyers utilizing HOME funds.
Admin			19,134	698,701		
<b>TOTALS</b>	<b>2,472,240</b>	<b>522,564</b>	<b>255,126</b>	<b>698,701</b>	<b>1,239,419</b>	<b>\$5,188,050</b>

\*We are currently analyzing funds in our HOME program and will take a recommendation to HAG in early 2015 regarding the timing of the next application round

Figure 2

**2015 FUNDING RECOMMENDATION - CAPITAL PROJECTS**

		Final
Capital funds available:		\$ 1,091,616
TOTAL		\$ 1,091,616

Applicant	Project	Total Capital Cost	Capital Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
Ray Graham Association for People With Disabilities	Specializeed Living Center Renovation: 24 Bathrooms	\$393,984.00	\$351,886.00	Yes	69.57	\$200,000.00	\$151,886.00
United Cerebral Seguin Services - UCP Seguin Services	Employment and Life Skills Center for Persons with Developmental Disabilities	\$800,000.00	\$400,000.00	Yes	65.14	\$200,000.00	\$200,000.00
Almost Home Kids	Naperville Capital Improvements	\$190,000.00	\$160,000.00	Yes	64.68	\$160,000.00	\$0.00
HOPE Fair Housing Center	A Home for HOPE	\$420,800.00	\$200,000.00	Yes	60.30	\$200,000.00	\$0.00
Little City Foundation	CILA Home Renovation - Danby Court (Hanover Park)	\$39,085.00	\$25,985.00	Yes	59.39	\$25,985.00	\$0.00
Family Shelter Service	Rehabilitation for Shelter Facilities	\$92,422.92	\$92,422.92	Yes	59.20	\$92,422.00	\$0.00
DuPage PADS	Roof Replacement for the 703 W Liberty	\$13,209.00	\$13,209.00	Yes	56.44	\$13,209.00	\$0.00
Lutheran Child & Family Services of Illinois	Lutherbrook Child and Adolescent Center	\$800,000.00	\$400,000.00	Yes	56.27	\$200,000.00	\$200,000.00
Senior Home Sharing	Purchase of New Residence	\$1,420,180.00	\$400,000.00	Yes	55.00	\$0.00	\$0.00
Community Housing Advocacy and Development (CHAD)	CHAD Headquarters Building Rehab	\$174,687.38	\$87,343.69	Yes	54.30	\$0.00	\$0.00
Elmhurst - Yorkfield Food Pantry	Building and Accessible Food Pantry for Eastern Dupage County	\$908,400.00	\$230,000.00	Yes	52.67	\$0.00	\$0.00
Bridge Communities	Capital Rehabilitation Project for Headquarter Office Building	\$133,000.00	\$113,000.00	Yes	44.45	\$0.00	\$0.00
DuPage County Convalescent Center	Center and South Building Window Replacement Project	\$688,879.00	\$400,000.00	Yes	37.34	\$0.00	\$400,000.00
TOTAL:		\$6,074,647.30	\$2,873,846.61			\$1,091,616.00	\$951,886.00

Special Conditions: B - List amounts shown to be funded in 2016.

Figure 3

**2015 FUNDING RECOMMENDATION - NEIGHBORHOOD INVESTMENT (NI)**

	Final
NI funds available:	\$ 918,228
<b>TOTAL</b>	<b>\$ 918,228</b>

Applicant	Project	Total Eligible Cost	CDBG Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
The Village of Villa Park	North Princeton Water Main Improvement Project	\$528,000.00	\$396,000.00	Yes	49.0	\$200,000.00	\$196,000.00
City of Wood Dale	Mill Road Water Main Replacement	\$850,000.00	\$400,000.00	Yes	42.4	\$200,000.00	\$200,000.00
The Village of Addison	Iowa Avenue Watermain Replacement & Resurfacing Project	\$566,000.00	\$395,500.00	Yes	39.0	\$200,000.00	\$195,500.00
Village of Woodridge	Street Resurfacing - Scenicwood Lane and Elm Avenue	\$157,638.33	\$118,228.75	Yes	36.6	\$118,228.00	\$0.00
The Village of Glendale Heights	East Fullerton Avenue - Roadway Construction	\$947,304.88	\$400,000.00	Yes	31.9	\$200,000.00	\$200,000.00
<b>TOTAL:</b>		<b>\$3,048,943.21</b>	<b>\$1,709,728.75</b>			<b>\$918,228.00</b>	<b>\$791,500.00</b>

Special Conditions: B - List amounts to be funded in 2016.

Figure 4

**2015 FUNDING RECOMMENDATION - ACCESSIBILITY (ADA)**

	Final
ADA funds available:	\$ 50,000
TOTAL	\$ 50,000

Applicant	Project	Total Eligible Cost	CDBG Request	Mts Min Req	Total Pts	Recommendation	
						A-List	B-List
Village of Hinsdale, Memorial Building, 19 E. Chicago Avenue	Memorial Building ADA Improvements	\$102,900.00	\$50,000.00	Yes	46.8	\$50,000.00	
TOTAL:		\$102,900.00	\$50,000.00			\$50,000.00	\$0.00

Special Conditions:

Figure 5

**2015 FUNDING RECOMMENDATION - NEIGHBORHOOD RESOURCE CENTER CLUSTER**

		Original	Change	Final
Public services funds:		\$ 76,564	\$ -	\$ 76,564
<b>TOTAL</b>		<b>\$ 76,564</b>	<b>\$ -</b>	<b>\$ 76,564</b>

Applicant	Project	Total Pub Serv Cost	Pub Serv Request	Total Capital Cost	Capital Request	Mts Min Req	FY11 Total Pts	Recommendation	
								A-List	B-List
Community House	The Willowbrook Corner Learning Program	\$247,364	\$35,000	-	-	Yes	111.0	\$13,774	\$21,226
Outreach Community Services, Inc. d.b.a. Outreach Community Center	Superb Student/Learn2Eam	\$116,612	\$15,000	-	-	Yes	108.5	\$13,468	\$1,532
Addison Student Participation Center, Inc.	Henry Hyde Resource Center After School Program	\$190,000	\$20,000	-	-	Yes	106.0	\$13,156	\$6,844
Outreach Community Services, Inc. dba Puento del Pueblo	Main Park Neighborhood Resource Center	\$98,944	\$15,000	-	-	Yes	103.0	\$12,782	\$2,218
Addison Student Participation Center, Inc.	Addison SPC After School Program	\$41,000	\$20,000	-	-	Yes	98.4	\$12,215	\$7,785
Outreach Community Services, Inc. dba Puento del Pueblo	Timberlake Neighborhood Resource Center	\$72,323	\$18,531	-	-	Yes	90.0	\$11,168	\$7,363
<b>TOTAL:</b>		<b>\$766,243</b>	<b>\$123,531</b>	<b>\$0</b>	<b>\$0</b>		<b>617</b>	<b>\$76,564</b>	<b>\$46,967</b>

**Special Conditions:** This Cluster is on a multiple-year cycle for public service activities. The above recommended funding will be the same for program years 2011-2015, with pro-rata adjustments based on the actual grant amount for that year. There are fewer NRC's this year, thus each NRC will receive additional funds.

Figure 6

**2015 FUNDING RECOMMENDATION - HOUSING & HOMELESS**

		Final				
Public services funds:		\$	414,000			
TOTAL		\$	414,000			
Applicant	Project	Total Pub Serv Cost	Pub Serv Request	Mts Min Req	Type of Activity	Funding Recommendation
360 Youth Services	Cornerstone Shelter for Boys	\$771,888	\$33,000	Yes	Housing	\$33,000
Bridge Communities, Inc.	Essential Program Services for Homeless Families	\$2,184,895	\$33,000	Yes	Housing	\$33,000
Catholic Charities, Diocese of Joliet	Emergency Services & Homeless Prevention & Daybreak Transitional Housing Program	\$561,640	\$33,000	Yes	Housing	\$33,000
Catholic Charities, Diocese of Joliet	Hope House	\$360,470	\$33,000	Yes	Housing	\$33,000
DuPage Homeownership Center (DHOC)	Foreclosure Prevention/Homelessness Prevention/Counselor in Court	\$412,200	\$15,000	Yes	Services	\$15,000
DuPage P.A.D.S.	Interim Housing Program and Client Service Center	\$778,152	\$33,000	Yes	Housing	\$33,000
DuPage P.A.D.S.	Street Outreach	\$596,432	\$27,000	Yes	Services	\$27,000
Family Shelter Services	Shelter Services	\$652,463	\$33,000	Yes	Housing	\$33,000
HCS Family Services	Homeless Assistance and Prevention Support	\$324,315	\$15,000	No	Services	\$0
Midwest Shelter for Homeless Veterans., Inc.	Marine L.Cpl., Nicholas Larson Home	\$313,604	\$33,000	Yes	Housing	\$33,000
Outreach Community Services, Inc.	Case Management Program	\$320,131	\$15,000	Yes	Services	\$15,000
People's Resource Center	Homeless Prevention Program	\$163,400	\$15,000	Yes	Services	\$15,000
Prairie State Legal Services	Homelessness Prevention Legal Project	\$132,000	\$33,000	Yes	Housing	\$33,000
Prairie State Legal Services	Homeless Prevention Continuum of Care Replacement Funds	\$132,000	\$45,000	Yes	Housing	\$45,000
Serenity House Counseling Services, Inc.	Residential Substance Abuse Treatment Program - Extended Residential Care (ERC)	\$787,744	\$33,000	Yes	Housing	\$33,000
TOTAL:		\$8,891,334	\$429,000			\$414,000

Special Conditions: Bridge: \$22,000 CDBG + \$11,000 ESG. Catholic Charities Hope House: \$33,000 ESG. DuPage PADS: \$33,000 and \$27,000 all ESG. Prairie State Legal Services: \$15,000 CDBG + \$33,000 ESG.



## **APPENDIX C – Community Surveys**

Appendix C includes blank copies of each survey used to determine the needs, availability of services, and problems facing the community. The following surveys were used in this ConPlan:

- Municipal Needs Survey
- Neighborhood Needs Survey
- Neighborhood Needs Survey for residents served by a Neighborhood Resource Center
- Non-Profit Agency Needs and Availability Survey
- Non-Profit Agency 5 Year Capital Needs Assessment



## CDC Municipal Needs Survey 2015-2019

DuPage County is in the process of preparing a Five-Year Consolidated Plan in order to qualify for U.S. Department of Housing and Urban Development funds. Part of that plan involves identifying needs according to a low, medium, and high priority. This survey will ask you to rank various types of activities in this manner and to quantify those needs.

These priorities that you identify will help drive the County's funding decisions over the next five years. Please provide your responses within 60 days. The needs that you will identify must serve areas of low-moderate (mod) income. Click on the link below to determine in what locations your community may qualify as a low and moderate income area.

[http://www.dupageco.org/Community\\_Services/Community\\_Development\\_Commission/1305/](http://www.dupageco.org/Community_Services/Community_Development_Commission/1305/)

If you identify the need as "None" simply enter NA in both boxes where you quantify the estimated need. Also note we are looking for only a broad estimate to gauge the need for the next 5 years so use your best estimate to determine the need of each activity in your community.

If you have any questions, please contact Tom Schwertman at (630) 407-6602, or Chris Ragona at (630) 407-6606.

Thank you for participating in our survey! Your feedback is an important part of our process in determining the current needs in our community.

Sincerely,

Mary Keating, Director DuPage County Community Services

---

\* 1. Please list the following information:

Municipality:

Name:

Phone Number:

E-Mail Address:



## CDC Municipal Needs Survey 2015-2019

### 2. Water and/or Sewer Improvement Needs

None

Low

Medium

High

### 3. Please quantify the estimated need. (List NA if not available.)

Linear Feet

Estimated Cost

### 4. Street Improvement Needs

None

Low

Medium

High

### 5. Please quantify the estimated need. (List NA if not available.)

Linear Feet

Estimated Cost

### 6. Sidewalk Needs

None

Low

Medium

High

---

7. Please quantify the estimated need. (List NA if not available.)

Linear Feet

Estimated Cost

---

8. Streetlight Needs

None

Low

Medium

High

---

9. Please quantify the estimated need. (List NA if not available.)

Number of  
Streetlights

Estimated Cost

---

10. Solid Waste Disposal Needs

None

Low

Medium

High

---

11. Please quantify the estimated need. (List NA if not available.)

Describe Facility

Estimated Cost

---

12. Flood Drain Improvements

None

Low

Medium

High

13. Please quantify the estimated need. (List NA if not available.)

Linear Feet / Facility

Estimated Cost

---

14. Tree Replacement on the Public Right-of-Way

None  Low  Medium  High

---

15. Please quantify the estimated need. (List NA if not available.)

Number of Trees

Estimated Cost

---

16. Other Infrastructure Needs

None  Low  Medium  High

---

17. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

18. ADA Compliance Needs

None  Low  Medium  High

---

19. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

20. Parks and / or Recreational Facilities

None  Low  Medium  High

---

21. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

22. Neighborhood Facilities

None  Low  Medium  High

---

23. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

24. Other Public Facility Needs

None  Low  Medium  High

---

25. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

26. Economic Development: Land Acquisition / Disposition

None  Low  Medium  High

27. Please quantify the estimated need. (List NA if not available.)

Scope of Work   
 Estimated Cost

28. Economic Development: Infrastructure Development

None  Low  Medium  High

29. Please quantify the estimated need. (List NA if not available.)

Scope of Work   
 Estimated Cost

30. Economic Development: Building Acq / Construction / Rehab

None  Low  Medium  High

31. Please quantify the estimated need. (List NA if not available.)

Scope of Work   
 Estimated Cost

32. Economic Development: Assistance to For-Profits

None                      Low                      Medium                      High

---

33. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

34. Economic Development: Technical Assistance

None                      Low                      Medium                      High

---

35. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

36. Economic Development: Micro-Enterprise Assistance

None                      Low                      Medium                      High

---

37. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

38. Economic Development: Other Improvements

None                      Low                      Medium                      High

---

39. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

40. Planning Needs

None



Low



Medium



High



41. Please quantify the estimated need. (List NA if not available.)

Scope of Work

Estimated Cost

---

Prev

Done

Powered by **SurveyMonkey**  
Check out our [sample surveys](#) and create your own now!

# DuPage County 2015-2019 Neighborhood Needs Survey

DuPage County is asking residents to participate in a Neighborhood Needs Survey that will help decide how federal funds are used over the next 5 years.

Specifically, the survey asks for residents' opinions and ideas on neighborhood conditions, safe and sanitary housing, housing affordability, street repairs, parks, homelessness prevention programs, and services for residents with disabilities.

Results from the survey will be used to guide County decision-makers in how Federal funds will be utilized to meet these needs.

The Neighborhood Needs Survey is a part of DuPage County's Consolidated Plan, a plan submitted every five years to the U.S. Department of Housing and Urban Development as a part of its Community Development Block Grant (CDBG) and Home Investment Partnership Programs (HOME). The CDBG and HOME programs help create viable communities by providing suitable housing and living environments. The survey and the resulting Consolidated Plan will outline County priorities for these program funds from 2015 through 2019.

The survey will be online through September 30, 2014. Hard copies are available at 421 N. County Farm Rd. in Wheaton IL, 60187 at the Community Services front counter. The survey takes about 10 minutes to complete and answers are confidential.

If you have any questions, please contact Tom Schwertman at (630) 407-6602, or Chris Ragona at (630) 407-6606.

Thank you for participating in our survey! Your feedback is an important part of our process in determining the current needs in our community.

Sincerely,

Sam Tornatore, DuPage County Commissioner, District 1

# DuPage County 2015-2019 Neighborhood Needs Survey

## 1. Where do you live in DuPage County?

- |   |   |                                    |
|---|---|------------------------------------|
| <input type="radio"/> Addison           | <input type="radio"/> Fox Valley        | <input type="radio"/> Roselle      |
| <input type="radio"/> Aurora            | <input type="radio"/> Glen Ellyn        | <input type="radio"/> Schaumburg   |
| <input type="radio"/> Bartlett          | <input type="radio"/> Glendale Heights  | <input type="radio"/> St. Charles  |
| <input type="radio"/> Bensenville       | <input type="radio"/> Hanover Park      | <input type="radio"/> Villa Park   |
| <input type="radio"/> Bloomingdale      | <input type="radio"/> Hinsdale          | <input type="radio"/> Warrenville  |
| <input type="radio"/> Bolingbrook       | <input type="radio"/> Itasca            | <input type="radio"/> Wayne        |
| <input type="radio"/> Burr Ridge        | <input type="radio"/> Lemont            | <input type="radio"/> West Chicago |
| <input type="radio"/> Carol Stream      | <input type="radio"/> Lisle             | <input type="radio"/> Westmont     |
| <input type="radio"/> Clarendon Hills   | <input type="radio"/> Lombard           | <input type="radio"/> Wheaton      |
| <input type="radio"/> Darien            | <input type="radio"/> Medinah           | <input type="radio"/> Willowbrook  |
| <input type="radio"/> Downers Grove     | <input type="radio"/> Naperville        | <input type="radio"/> Winfield     |
| <input type="radio"/> Elk Grove Village | <input type="radio"/> Oak Brook         | <input type="radio"/> Wood Dale    |
| <input type="radio"/> Elmhurst          | <input type="radio"/> Oak Brook Terrace | <input type="radio"/> Woodridge    |

Comments:

## 2. How many years have you lived in DuPage County?

- Less than one
- 1 - 5
- 6 - 10
- 11 - 20
- Over 20

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

## 3. What is your current housing status?

- Homeowner
- Renter
- Other (describe in comments)

Comments:

## 4. Select the racial category that best describes you or your household.

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White
- American Indian or Alaska Native and White
- Asian and White
- Black or African American and White
- American Indian or Alaska Native and Black or African American

Comments:

## 5. Please select the ethnicity that best describes you or your household.

- Hispanic or Latino or of a Spanish Origin
- Not Hispanic or Latino or of Spanish Origin

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

## 6. Have you had difficulty finding an affordable place to live in DuPage County?

- Yes
- No

Comments:

## 7. Are there vacant or abandoned buildings in your neighborhood that are unsafe?

- Yes
- No

Comments:

## 8. Are the streets where you live well maintained, and if not what are the issues?

- Yes
- No

Comments:

## 9. Does your neighborhood have problems with drainage or flooding?

- Yes
- No

Comments:

## 10. Does your neighborhood have enough parks and recreational opportunities?

- Yes
- No

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

**11. Have you or someone you know had difficulty finding housing for a person with disabilities, and if so what difficulties did you encounter?**

Yes

No

Comments:

**12. Have you or someone you know ever looked for senior housing and if so what difficulties were encountered?**

Yes

No

Comments:

**13. Does your home need repair, and if so what types of repairs?**

Yes

No

Comments:

**14. Do you see homeless people in your neighborhood?**

Yes

No

Comments:

## DuPage County 2015-2019 Neighborhood Needs Survey

**15. Have you or someone you know lost a home or apartment due to financial reasons and had to move in with a friend or relative in the last 3 years?**

Yes

No

Comments:

**16. Have you or someone you know ever had to use an emergency shelter for housing in the last 3 years?**

Yes

No

Comments:

**17. Have you or someone you know gone without food for more than one day because of lack of funds to obtain food in the last 3 years?**

Yes

No

Comments:

**18. Have you or someone you know received food from a food pantry in the last 3 years?**

Yes

No

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

**19. Are you currently employed, and if not, when was the last time you were employed?**

Yes

No

Comments:

**20. Do you or someone you know need help finding employment?**

Yes

No

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

Discrimination means you had trouble finding or were denied housing because of age, sex, race, color, veteran's status, disabled veteran's status, religion, disability, national origin, marital status, sexual orientation, economic status, familial status, and/or source of income.

The County of DuPage wants to hear from you about your experience with fair housing issues and concerns.

## 21. Have you or someone you know experienced discrimination in housing?

- Yes (If Yes, please proceed to questions 22-26)
- No (If No, skip to question 27)

Comments:

## 22. Where did the act of discrimination occur?

- An apartment complex
- A single family neighborhood
- A condo development
- Other (Please specify in comments)

Comments:

## 23. Who discriminated?

- Landlord/Property Manager
- Mortgage Lender
- Real Estate Agent
- Mortgage Insurer
- Other (Please specify in comments)

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

## 24. On what basis was the discrimination?

- Age
- Sex
- Race
- Color
- Veteran's Status
- Disabled Veteran's Status
- Religion
- Disability
- National Origin
- Marital Status
- Sexual Orientation
- Economic Status
- Familial Status (single-parent w/children, family w/or expecting a child)
- Source of Income (e.g. welfare, unemployment)
- Other (Please specify in comments)

Comments:

## 25. Was the incident reported to the government agency of Housing and Urban Development (HUD), DuPage County, or the State of Illinois Equal Rights Division?

- Yes
- No

Comments:

# DuPage County 2015-2019 Neighborhood Needs Survey

## 26. If the incident was not reported, please specify why:

- Didn't know where to report
- Afraid of retaliation
- Didn't believe it makes any difference
- Too much hassle

Comments:

## 27. What would you like to change about your neighborhood in the next 5 years if you could?

## 28. What are the things about your neighborhood that made you decide to live there?

# DuPage County 2015-2019 Neighborhood Needs Survey

Thank you for completing the Neighborhood Needs Survey. Your input will directly impact where funds from the CDBG and HOME program will be applied throughout DuPage County over the next 5 years. If you would like to request additional information on either of these programs or have questions please visit our webpage or contact our department listed below:

630-407-6600

<http://www.dupageco.org/cdc/>

We appreciate your input and look forward to continue servicing DuPage residents of all locations over the next 5 years.

## DUPAGE COUNTY 5 YEAR NEEDS ASSESSMENT COMMUNITY SURVEY

The following request is for you to participate in the DuPage County Five Year Needs Assessment Survey regarding the needs and problems facing our communities. Your feedback is an important part of our process in determining the current social service needs and how to address them. Please answer the following questions regarding the needs of the community as well as the problems of the community. If an issue is not provided on the followings lists please add it in the other needs section of each sheet. If an issue does not apply to your community place an N/A in the zero need box for any row that applies.

Needs in the Community	Zero Need	Small Need	Moderate Need	Strong Need
Computer Classes				
Access to Fresh Food and Produce				
Counseling Services				
Affordable Daycare				
Educational Tutoring				
Exercise or Movement Class				
Housing Assistance Programs				
Medical Clinics				
Organized Sports - Youth				
Organized Sports - Adult				
Parenting Classes				
Public Transportation				
Youth Groups/Boy & Girl Scouts. Etc.				
Senior Citizen Services				
Other Needs:				
Additional Comments:				

<b>Problems in the Community</b>	<b>No Problems</b>	<b>Small Problem</b>	<b>Moderate Problem</b>	<b>Large Problem</b>
Crime, Drugs, or Violence				
Unemployment				
Public Schools Education Curriculum				
Homelessness				
Cultural Activities				
Affordable, Quality Child Care				
Abandoned or Run Down Buildings				
Unsupervised Children or Teenagers				
Lack of Community Input on Issues Facing Neighborhood				
Affordable Housing				
Tension Between Racial or Ethnic Groups				
Other Problems:				
Additional Comments:				

**DuPage County NRC Needs Assessment Survey  
5 Year Consolidated Plan (2015-2019)**

<b>Date Prepared:</b>	Zero Need/Availability = 0
<b>Preparer:</b>	Low Priority/Availability = 2
<b>Agency:</b>	Medium Priority/Availability = 4
<b>Address of NRC:</b>	High Priority/Availability = 6

<b>Children</b>		<b>Adults</b>	
Sports and Recreation Priority		Employment Readiness Priority	
Sports and Recreation Availability		Employment Readiness Availability	
Mentoring Priority		Tutoring and Literacy Priority	
Mentoring Availability		Tutoring and Literacy Availability	
Tutoring and Literacy Priority		Substance Abuse Priority	
Tutoring and Literacy Availability		Substance Abuse Availability	
Pre-School / Early Intervention Priority		Legal Assistance Priority	
Pre-School / Early Intervention Availability		Legal Assistance Availability	
Character Education Priority		Character Education Priority	
Character Education Availability		Character Education Availability	
Employment Readiness Priority		Sports and Recreation Priority	
Employment Readiness Availability		Sports and Recreation Availability	
Substance Abuse Priority		Mentoring Priority	
Substance Abuse Availability		Mentoring Availability	
Arts Programs Priority		ESL Instruction Priority	
Arts Programs Availability		ESL Instruction Availability	
Basic Needs: Food and Clothing Priority		Financial Counseling Priority	
Basic Needs: Food and Clothing Availability		Financial Counseling Availability	
Financial Counseling Priority		Arts Programs Priority	
Financial Counseling Availability		Arts Programs Availability	
Domestic Abuse Services Priority		Basic Needs: Food and Clothing Priority	
Domestic Abuse Services Availability		Basic Needs: Food and Clothing Availability	
General Counseling Priority		Domestic Abuse Services Priority	
General Counseling Availability		Domestic Abuse Services Availability	
Inter-Agency Advocacy Priority		General Counseling Priority	
Inter-Agency Advocacy Availability		General Counseling Availability	
Legal Assistance Priority		Inter-Agency Advocacy Priority	
Legal Assistance Availability		Inter-Agency Advocacy Availability	
ESL Instruction Priority		Senior Services Priority	
ESL Instruction Availability		Senior Services Availability	
Other Priority		Other Priority	
Other Availability		Other Availability	

**5 Year Capital Needs Forecast**

<b>Year</b>	<b>Cost</b>	<b>Type of Activity</b>
2015		
2016		
2017		
2018		
2019		

**DuPage County Capital Needs Assessment Survey**

**5 Year Consolidated Plan (2015-2019)**

Agency: \_\_\_\_\_

\*Property Address: \_\_\_\_\_

Facility Type: \_\_\_\_\_

Number of Units if Housing: \_\_\_\_\_

Date Prepared: \_\_\_\_\_

Prepared By: \_\_\_\_\_

Do Not Include Maintenance Items

Cost Category	Description/Notes	Year 1	Year 2	Year 3	Year 4	Year 5
Parking Areas						
Roofing						
Eavestrough/Downspouts/Flashing						
Balconies/Patios/Steps						
Exterior Siding						
Doors/Windows						
HVAC						
Plumbing/Domestic Hot Water						
Fire Safety						
Electrical						
Boilers/Pumps						
Elevator						
Unit Flooring/Carpeting						
Unit Appliances						
Unit Kitchen Cabinet/Countertop						
Other						
Other						

<b>Subtotal</b>	\$0	\$0	\$0	\$0	\$0
<b>Inflation Factor</b>	100%	103%	106.09%	109.27%	112.55%
<b>Estimated Total Annual RR Needs:</b>	\$0	\$0	\$0	\$0	\$0

**Annual Inflation Factor** 3.00%

\*Separate needs assessment required for each property

Notes:



## **APPENDIX D – WBE/MBE Contractors**

Appendix D includes a list of contractors that self-certified as a Minority Owned Business Enterprise (MBE) or a Woman Owned Business Enterprise (WBE).



Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other
Areatha Construction Co., Inc.	MBE	Sam Batey, President / Raj Patel, Vice President	410 East North Avenue	Streamwood, IL 60107	P 630-830-9853 F 630-830-9856	<a href="mailto:areathaconstco@sbccglobal.net">areathaconstco@sbccglobal.net</a>					X				X		X																								General Construction; Heavy Highway; Grading Services; Drainage; Pavement Patching; Bridges; Specialty Concrete
Austin Homes, Inc.	WBE	Lynne C. Austin, Owner / President	P.O. Box 1525	Wheaton, IL 60187	P 630-682-8885 F 630-682-8886	<a href="mailto:austinhomesinc@gmail.com">austinhomesinc@gmail.com</a>		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Any & All Phases of Construction & Remodeling
Autumn Construction Services, Inc.	WBE	Susan Nelson, Owner & President	Location 1 - 1N481 Seminole Lane Location 2 - 1400 E. Touhy Avenue, Suite 477	Location 1 - Winfield, IL 60190 Location 2 - Des Plaines, IL 60018	P 630-588-9585 F 630-588-9586	<a href="mailto:susan.nelson@autumnconstruction.com">susan.nelson@autumnconstruction.com</a>	<a href="http://www.autumnconstruction.com">www.autumnconstruction.com</a>						X	X*								X																		Consulting; Construction Management; Phase III Construction Inspection; Program Management; Mechanical Contractors; Engineering Design Services	
NEW 2014 C. R. Schmidt, Inc.	WBE	Olivia Lockett, President	29W030 Main Street, Suite 201A	Warrenville, IL 60555	P 630-293-5885 F 630-293-7030	<a href="mailto:olivia@crschmidt.com">olivia@crschmidt.com</a>	<a href="http://www.crschmidt.com">www.crschmidt.com</a>																			X*														* Unit Paver and Degmental Block Retaining Wall Installations	
NEW 2014 Chicago Communications, LLC	WBE	Cynthia Glashagel, Principal	200 Spangler Avenue	Elmhurst, IL 60126	P 630-832-3311 F 630832-7599	<a href="mailto:cglashagel@chicomm.com">cglashagel@chicomm.com</a>	<a href="http://www.chicomm.com">www.chicomm.com</a>																																	X*	Communications Equipment - Sales, Service, Installation and Rental
NEW 2014 Code Engineering Services, Inc.	MBE	Sim Dawson, President	2021 Midwest Road	Oakbrook, IL 60523-1342	P 630-953-8586 F 630-789-8933	<a href="mailto:code.sim@comcast.net">code.sim@comcast.net</a>	<a href="http://www.codeengineering.com">www.codeengineering.com</a>										X*																								* Electrical contacting: Building Control Systems, Power/security & lighin Efficiency; IBEW Certified Lighting Miatnenace Instalations & Electrical Service Upgrades



Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other
DLZ Industrial, LLC/ DLZ Corporation	MBE	Vikram Vithal Rajadhyakasha, CEO/ Chairman/ Owner	316 Tech Drive	Burns Harbor, IN 46304	P 219-764-4700 F 219-764-4156	hrdept@diz.com	www.diz.com	X	X					X					X				X																		Architects & Engineers for Civil, Mechanical, Electric & Industrial; Surveyors; Environmental Testing; Subdivision Management; Construction Supervision.
Engineering Services Group, Inc.	MBE	Imtiaz A. Rehman, President	4260 Westbrook Drive, Suite 115	Aurora, IL 60504	P 630-780-2800 F 630-566-5168	info@esqcorp.us	www.esqcorp.us						X					X*																						Management & Land surveying; Civil Engineering Transportation and Traffic	
New 2014 Equality US LLC	WBE	Nina Angellio, President	608 Marian Square	Oak Brook, IL 60523	P 630-850-9500 F 630-850-9500	equalityusgm@aol.com															X*		X																* General Contractor for Landscape Restoration		
GMS Plumbing, Inc.	MBE	Manuel Serrato, Owner	811 S. Hough Street	Barrington, IL 60010-4463	P 847-304-8382 F 847-304-8685	gmsplumbing@hotmail.com	www.gmsplumbinginc.com																																	Installation, Maintenance and Repair - New Construction, Rehab, Commercial & Residential Work	
NEW 2014 Groundhog Utility Construction, Inc.	WBE	Marisa Graff, President	51 Monaco Drive	Roselle, IL 60172	P 630-307-9300 F 630-307-9399	mgraft@ghoguc.com																																		Underground Directional Drilling for the Installation of Utilities.	
Hauser Group d/b/a Environments That Work	WBE	Mara Hauser, President	100 Illinois Street, Suite 248	St. Charles, IL 60174	P 630-837-4700 F 630-837-4703	mhauser@hauserwork.com	www.hauserwork.com							X*																										Contract Furniture Distributor; Project Management; Construction Management; *Consulting & Interior Design	
Insite Managed Services, LLC	WBE	Julie DeVilbiss, Owner & CEO	4320 Winfield Road, #200	Warrenville, IL 60555	P 630-668-0668 F 630-604-0108	jdevilbiss@imsrecycles.com	www.imsrecycles.com							X*																										*Recycling and Waste Reductions Consulting; Business Services, Full-Service Packaging	

Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other	
Interra, Inc.	MBE	Sudhakar Rao Doppalapudi, Senior Vice President	600 Territorial Drive, Suite G	Bolingbrook, IL 60440	P 630-754-8700 F 630-754-8705	<a href="mailto:dsrao@interraseservices.com">dsrao@interraseservices.com</a>	<a href="http://www.interraseservices.com">www.interraseservices.com</a>							X*																												Construction Material Testing; Geotechnical & Environmental Engineering
J-MAC Associates, Ltd	WBE	Phyllis McGlynn, Owner, President & CEO	1N050 Gary Avenue	Carol Stream, IL 60188	P 630-690-2500 F 630-690-1271	<a href="mailto:phyllis@jmac-ltd.com">phyllis@jmac-ltd.com</a>	<a href="http://www.jmac-ltd.com">www.jmac-ltd.com</a>															X																				Construction Management - Commercial, Industrial, Educational; Interior Buildout, Remodel and Restoration
Jan's Enterprises, Inc.	MBE	Carlos Solano, President	853 Fairway Drive	Bensenville, IL 60106	P 630-350-0455 F 630-350-0499	<a href="mailto:customerservice@jansflooring.com">customerservice@jansflooring.com</a>	<a href="http://www.jansflooring.com">www.jansflooring.com</a>														X*																					*Commercial Sales & Installation
K & S Engineers, Inc.	MBE	Dibakar Sundi, PE, President	19W114 North Avenue	Lombard, IL 60148	P 219-924-5231 F 219-924-5271	<a href="mailto:dsundi@kandsengineers.com">dsundi@kandsengineers.com</a>	<a href="http://www.kandsengineers.com">www.kandsengineers.com</a>							X*					X*				X*																		*Geotechnical Engineering & *Consulting; Drilling Soil Borings & Caissons; Rock Coring; Material Testing Services, Construction Inspection; & Forensic Investigation of Construction Materials	
Leyden Electric, Inc.	WBE	Lisa Leyden, President	604 North Main Street	Elburn, IL 60119	P 630-365-0200 F 630-365-0202	<a href="mailto:lisleayden@msn.com">lisleayden@msn.com</a>										X																									Electrical Contractor	
<b>NEW 2014</b> Lin Engineering, Ltd.	MBE	Paul. B. Lin, President	576 Oakmont Lane	Westmont, IL 60559-3700	P 630-323-5168 F 630-323-5174	<a href="mailto:plin@lineng.com">plin@lineng.com</a>	<a href="http://www.lineng.com">www.lineng.com</a>																X**																			*Design Services Bridge Highway, Traffic Systems; Land Survey; **Construction Inspection

Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other
NEW 2014 Loung's Corporation	MBE	Sai Lau Leung, President	3 Grant Square, #351	Hinsdale, IL 606521	P 630-986-8340 F 630-986-9582	<a href="mailto:jl@loungscorp.com">jl@loungscorp.com</a>				X												X*																		* General Contractor; Carpentry work. New Construction, Room Additions, Renovation and remodeling	
M Construction, Inc.	MBE	Mario Miranda, President	3648 West Lemoyne	Chicago, IL 60651	P 773-486-8329 F 773-486-8807	<a href="mailto:info@m-construction.com">info@m-construction.com</a>	<a href="http://www.m-construction.com">www.m-construction.com</a>		X		X						X				X	X						X	X												Construction Management
M.B.B. Enterprises of Chicago, Inc.	WBE	Janine Barsh, President / Evelyn Schwall	3352 West Grand Avenue	Chicago, IL 60651	P 773-273-7100 F 773-278-7503	<a href="mailto:jenny@mbbmasonry.com">jenny@mbbmasonry.com</a> <a href="mailto:evelyn@mbbmasonry.com">evelyn@mbbmasonry.com</a>	<a href="http://www.mbbmasonry.com">www.mbbmasonry.com</a>																			X*															*Masonry Restoration Contractor - Brick; Concrete, Terra Cotta & Limestone Restoration including Lintel/Shelf Angle Repair / Replacement, Echo-Friendly Cleaning; Interior / Exterior Sandblasting
Marking Specialists Corporation	MBE	Alfredo Zavala, President / Judith M. Peszek, Chief Estimator	214 Crystal Street, Suite C	Cary, IL 60013	P 847-462-0799 F 847-462-0929	<a href="mailto:judy@markingspecialists.net">judy@markingspecialists.net</a>																																		Pavement Marking Contractor; Installation (Thermoplastic, Epoxy, and Paint), Removal/Grooving and Raised/Recessed Reflective Markers	
Mid-America Steel Erectors	WBE	Marsha M. Streets, President	32W774 Army Trail Road	Wayne, IL 60184	P 630-513-0863	<a href="mailto:midamericasteel@yahoo.com">midamericasteel@yahoo.com</a>																																		*Ornamental and Structural Erection. Miscellaneous Steel - Steel Stairs, Balconies; Steel Structures; framing of Buildings	
Molter Corporation	WBE	Loretta Molter, President	7601 West 191st Street	Tinley Park, IL 60487	P 708-720-1600 F 708-720-1635	<a href="mailto:services@moltercorp.com">services@moltercorp.com</a>	<a href="http://www.moltercorp.com">www.moltercorp.com</a>			X	X															X														Concrete & Mason Construction Contractor	

Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other
Moreno and Sons, Inc.	MBE	Mario Moreno, President	2366 Plainfield Road	Crest Hill, IL 60403	P 815-725-8600 F 815-725-8490	<a href="mailto:fixbleachers2@aol.com">fixbleachers2@aol.com</a>																																			Sell, Install, Maintain & Repair Gymnasium Equipment, Seating & Lockers
Namat Construction Company, Inc.	MBE	Nathan Phillips, President	7819 South Claremont Avenue	Chicago, IL 60620	P 773-925-4570 F 773-925-8253	<a href="mailto:nphillips@namatcco.com">nphillips@namatcco.com</a>	<a href="http://namatcco.com">namatcco.com</a>																			X*															*Furnish & Install CMU Block, Brick, Limestone, Granite, Terra Cotta, SGT, Glass Block for New, Restoration, Preservation and/or Rehabilitation
National HVAC, Inc. dba National Insulation, Inc.	MBE	Henry Akinyemi, President	16755 South Clyde Avenue	South Holland, IL 60473	P 708-251-5066 F 708-889-0501	<a href="mailto:nationalinsuhvac@yahoo.com">nationalinsuhvac@yahoo.com</a>																X																		Sub-Contractor for HVAC, Mechanical Insulation of Heating, Plumbing, Ventilation and Refrigeration Systems	
Oakley Construction Company, Inc.	MBE	Augustine, Afriyie, President / Anthony S. Kwateng, Vice President	7815 South Claremont	Chicago, IL 60620	P 773-434-1616 F 773-434-2134	<a href="mailto:aafrivie@oakleyconstruction.com">aafrivie@oakleyconstruction.com</a>	<a href="http://www.oakleyconstruction.com">www.oakleyconstruction.com</a>															X*																		*Project Management; Construction Management; Carpentry, Cement Masons, Operating Engineering Services - Commercial and Institutional	
Platinum Steel, LLC	WBE / MBE	Michelle Y. Morris, Owner	13010 Kensington Drive	Plainfield, IL 60585	P 815-556-8844 F 815-556-8844	<a href="mailto:michelle@platsl.com">michelle@platsl.com</a>				X*	X																													furnish Reaba and Mes To Support Concrete; Concrete - Finishing Concrete; Reinforcement &	
R. E. Kaus, Inc.	WBE	Mary Eileen Kaus, Owner/ President	6N349 Lloyd Avenue	Itasca, IL 60143	P 630-773-9143 F 630-773-4607	<a href="mailto:ekaus@rekaus.com">ekaus@rekaus.com</a>	<a href="http://www.rekaus.com">www.rekaus.com</a>																																	Liquid Bulk Commodities; Sweeteners, Waters, De-Icers; Specialty Haulers - Flat Bed, Dump, X*	

A097

Company Name	Type	Contact Person	Address	City, State, Zip	Phone/ FAX	Email	Website	Architectural	Asbestos Services	Carpentry	Concrete	Construction Contractor	Construction Equipment	Consulting	Demolition	Drywall	Electric	Excavation	Engineering	Fire Protection	Flooring	General Contractor	HVAC	Inspection Services	Landscaping	Lead Services	Masonry	Mold	Painting	Paving, Concrete and/or Asphalt	Plumbing	Rehab	Remediation	Roofing	Sewer -Sanitary, Stormwater, Water	Sheet Metal	Structural Steel	Survey, Land	Telecommunications	Waste Hauling	Other			
Northstar Industries, Inc. d/b/a Northstar Metal Products, Inc.	WBE	Linda C Boggess, Owner / Karen Pinns, Controller	591 Mitchell Road	Glendale Heights, IL 60139	P 630-446-7800 F 630-446-7810	<a href="mailto:kpinn@northstar-metal.com">kpinn@northstar-metal.com</a>	<a href="http://www.northstar-metal.com">www.northstar-metal.com</a>																																				Custom Precision Metal Fabricated Goods	
R. W. Collins Company	WBE	Ann H. Collins, President	7225 W. 66th Street	Chicago, IL 60638	P 708-458-6868 F 708-458-6870	<a href="mailto:acollins@rwcollins.com">acollins@rwcollins.com</a>	<a href="http://www.rwcollins.com">www.rwcollins.com</a>								X			X																									X	* Soil Remediation; Underground Storage Tank Removal and Installation, Oil Spill Cleaning
<b>NEW 2014</b> Rai Concrete, Inc.	WBE	Carmela Raimondi, President	1827 Blackhawk Drive	West Chicago, IL 60185	P 630-562-2234 F 630-462-2344	<a href="mailto:raiconcrete@sbcglobal.net">raiconcrete@sbcglobal.net</a>				X																																	Concrete Construction - Sidewalk, Curb, Gutter and Driveway	
Raimonde Drilling Corp	WBE	Anne Leslie, President	770 West Factory Rod, Unit A	Addison, IL 60101	P 630-458-0590 F 630-458-0914	<a href="mailto:rdcdrill@rdcd-drill.com">rdcdrill@rdcd-drill.com</a>	<a href="http://www.raimonde-drilling.com">www.raimonde-drilling.com</a>											X																									Drilling Services	
RAM Fire Protection, Inc.	MBE	Raj Mahal, President	713 West Annoreno Drive	Addison, IL 60101	P 630-837-3225 F 630-837-3227	<a href="mailto:raj@ramfp.com">raj@ramfp.com</a>	<a href="http://www.ramfp.com">www.ramfp.com</a>																																				*Design, Installation, Maintenance & Inspections of Fire Sprinkler Systems - Wet & Dry	
RHL Insulation & Firestopping, Inc.	WBE	Rebecca Fallin, President	2224 Oakleaf Street	Joliet, IL 60436	P 815-730-1592 F 815-730-1593	<a href="mailto:becky@rhinsulation.com">becky@rhinsulation.com</a>																																					Insulation of Pipes, Ducts and Tanks. Firestopping of Penetrations.	
Risk & Insurance Management Services, Inc.	MBE/ WBE	Elizabeth Spreck, President/Owner / Cristina Prince, Marketing/ Special Events Coordinator	80 Burr Ridge Parkway #121	Burr Ridge, IL60527	P 630-655-0800 F 888-605-0123	<a href="mailto:cprince@eagleonecms.com">cprince@eagleonecms.com</a>																																					Medical Case Management for Worker Compensation Claims - Telephonic & Field Case Management	







## **APPENDIX E – Summary of Public Comments**

Appendix E includes a summary of all Public Comments received during the 30 day comment period and the response supplied by the Community Development Commission

No Public Comments received during the 30 day Public Comment Period taking place between January 2, 2015 through February 2, 2015.



## **APPENDIX F – Public Hearing Documentation**

Appendix F contains documentation of the HUD Required Public Hearing:

- Public Hearing Agenda
- Sign In Sheet
- Copy of Public Notice Ad



**PUBLIC HEARING**

**DU PAGE COUNTY, ILLINOIS**

**2015 – 2019 Consolidated Plan for Housing and Community Development**

**Room 1-500b**

**6:00 P.M.**

**January 15, 2015**

**AGENDA**

**Welcome**

**Consolidated Plan for 2015-2019**

**Annual Action Plan for 2015**

**Questions**

**Public Input**

**Adjournment**



**PUBLIC HEARING Minutes**  
**DU PAGE COUNTY, ILLINOIS**  
**2015 – 2019 Consolidated Plan for Housing and Community Development**  
**Room 1-500b**  
**6:00 P.M.**  
**January 15, 2015**

**Attendance**

William Heniff, Community Development Director and Community Development Commission Chairperson – Village of Lombard, Thomas J. Schwertman – DuPage County, Community Development Commission, Christine Pedersen – DuPage County, Community Development Commission, and Therese A. Witkus – DuPage County, Community Development Commission.

**Consolidated Plan for 2015-2019**

The primary elements of the Consolidated Plan are:

- Executive Summary
- Development of the Consolidated Plan
- Needs Assessment
- Housing Market Analysis
- Strategic Plan
- 2015 Action Plan

During development of the plan four stages were followed. Stage 1 through 3 required Municipal, Nonmunicipal Capital and Public Service agencies to hold public hearings for citizen input. The Public Service hearing was held at Serenity House. Stage 4 was the 2015-2019 Draft Consolidated and Annual Action Plan Public Hearing held on January 15, 2015 at the 421 Building.

Multiple surveys were developed: Private Citizen, Neighborhood Resource Center (NRC), Municipal, and Nonprofit Public Service. The private citizen survey was available on the County website, as well as a laptop set up outside of the Department that residents seeking other services were provided the opportunity to complete a survey. Through these venues, a total of 407 responses were received. The 6 NRCs provided responses, as well as 45 folks served by the centers. 39 municipalities and 9 townships were provided a link to the municipal survey. Of note, follow-up emails and technical assistance was provided to receive the best data. A total of 16 municipal responses were received. 107 Public service agencies were provided a link for their survey and 35 responses were received. Nonprofit agencies were requested to submit a 5-year capital needs assessment. A table in the ConPlan contains these responses.

Copies of the draft Plan were sent to municipalities, townships and libraries. Access to the Con Plan was available at the CDC office and CDC website.

**Annual Action Plan for 2015**

Funding Expected – For the DuPage Urban County and HOME Consortium area, the County expects to receive approximately \$3.4 million in Community Development Block Grant,

\$250,000 Emergency Solutions Grant and \$1.3 million HOME Investment Partnership Funds. Of which, 95% of the funds received would be used to benefit low and moderate income persons.

The CDC Executive Committee approved the 2015 projects at their December 2, 2014 meeting. The draft Consolidated Plan and Action Plan will go to the Development Committee on January 20, 2015 with the first reading done at County Board on January 27, 2015. The end of the Public Comment period will be February 2, 2015 with the second reading and approval of the 2015-2019 Consolidated Plan by County Board on February 10, 2015.

Before this plan will be submitted to the Department of Housing and Urban Development (HUD), it has to be entered into the Integrated Disbursement and Information System (IDIS). Also indicated by HUD was that this Plan could not be submitted until the exact funding dollar amounts were provided. HUD has 60 days to provide the exact dollar amount which is February 15, 2015. Also issued by HUD was a waiver that allows the County to incur costs beginning April 1, 2015 whether or not the plan has been submitted or approved.

Two maps were provided for review. The first showed the DuPage County Consortium area. HUD used the towns' population within the consortium area to calculate DuPage County's funding award amounts.

The second map showed the sites for the proposed 2015 projects to be funded from CDBG and ESG monies. These were superimposed over the block groups that met HUD's exception criteria. Noted was that many capital improvement projects are located in low-mod areas.

### **Questions**

Heniff asked on the second Map, if the CDBG project located in Lombard was Catholic Charities. Staff replied, yes.

Heniff questioned if the County would be looking for a formal action or resolution supplied by the Municipalities in support of the plan. Staff replied it was not necessary, but if there were any suggestions, to be sure to submit those before the end of the public comment period.

### **Public Input**

No public input was supplied.

### **Adjournment**

The public hearing adjourned at 6:15 p.m.

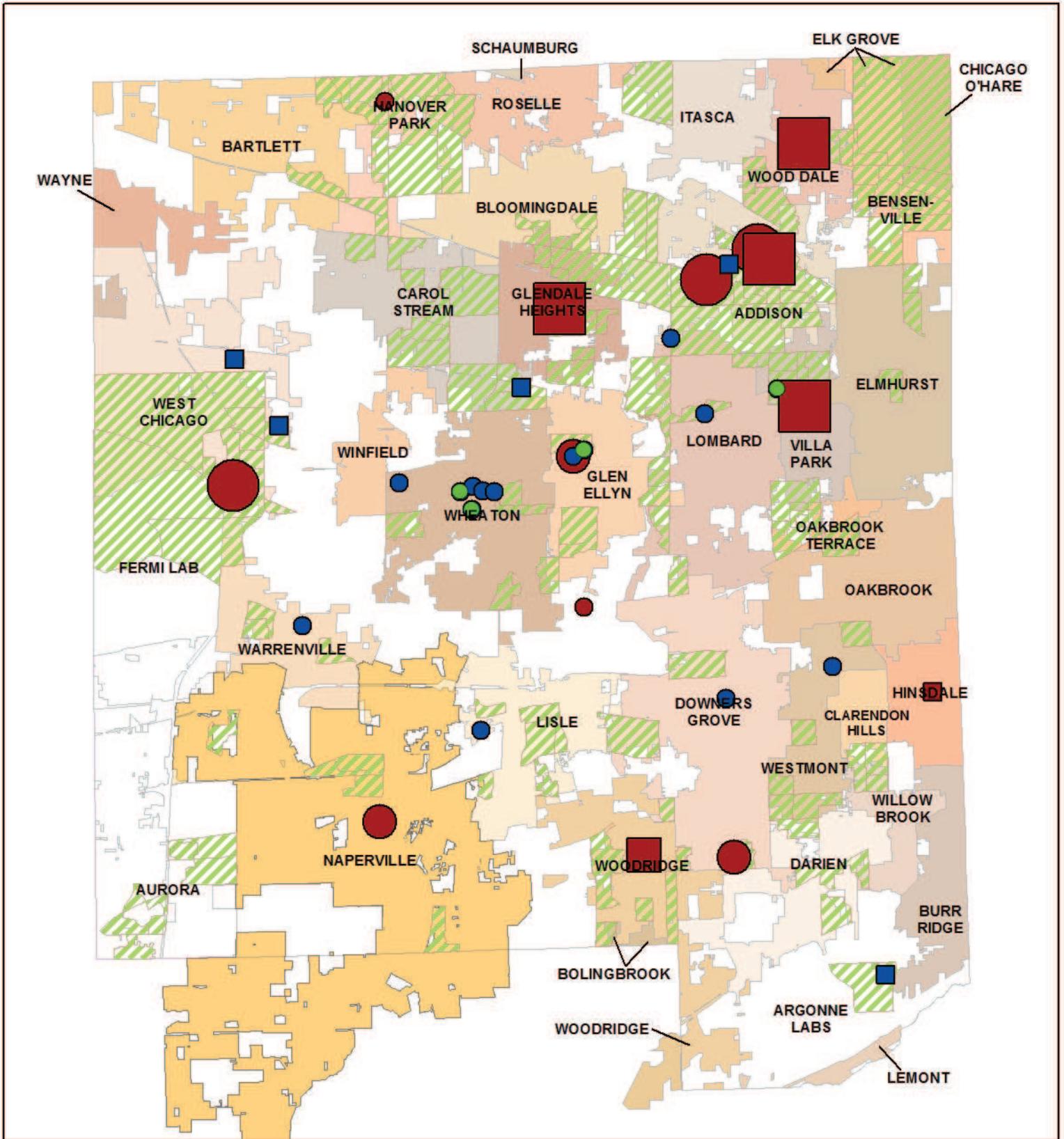


2015-2019 CONSOLIDATED PLAN  
PUBLIC HEARING ROSTER  
JANUARY 15, 2015 - 6:00 PM  
ROOM 1-500B

1. Thomas J. Schuettman Du Page County CDC
2. William Heniff Village of Lombard
3. Christine Pedersen DPC
4. Theresa A. Wittus DPC CDC
5. \_\_\_\_\_
6. \_\_\_\_\_
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23. \_\_\_\_\_



# 2015 PROJECT LOCATIONS WITHIN DUPAGE COUNTY CONSORTIUM



CDBG - Capital Projects	\$50,000 or Less	Low-Moderate Income Block Groups Within DuPage County (Greater than 35.83% LMI)
CDBG - Public Service Projects	\$50,001 to \$200,000	
ESG Projects	More Than \$200,000	
County Wide Projects	A109	
Local Projects		

The accuracy of this map is limited to quality of data contained in other public records. This is not a substitute for an actual field survey or field investigation. Census 2010 data.







## **APPENDIX G – Geographic Distribution Policy for Affordable Housing**

Appendix G contains the policy , definitions, rules and regulations of the Geographic Distribution Policy in DuPage County

**GEOGRAPHIC DISTRIBUTION POLICY**  
**AFFORDABLE HOUSING FUNDED BY HOME OR CDBG**

Used Only for New Construction or the Creation of New Units

Approved June 28, 1994, by Home Advisory Group

Updated 2007 and 2012

**Definitions**

Municipality with Insufficient Affordable Housing: The Illinois Affordable Housing Planning and Appeal Act (AHPPA) went into effect January 1, 2004. The Illinois Housing Development Authority (IHDA) was named the state-administering agency in the law. The law was intended to encourage municipalities to incorporate affordable housing into their communities. Local governments with insufficient affordable housing are defined as having less than 10% of total year-round units as affordable. Du Page County will use this criteria to define municipalities with insufficient affordable housing.

Community of Low-income Concentration: is defined as a U.S. Census Tract, Block Group, or other locally defined subarea of a community with a high proportion of low-income persons. A local determination may be made to select the most appropriate geographical definition of what constitutes a community. However, communities must be contiguous and relatively homogeneous areas with common identifiable characteristics and specific boundaries. They cannot be whole municipalities. Such communities would be considered as having a low-income concentration if the number of low-income persons (less than 80% of median income) make up a majority (51% or more) of the population of the community. Data to make this determination may come from U. S. Census information or other data that would be acceptable to HUD.

Community of Minority Concentration: is defined as a U. S. Census Tract, Block Group, or other locally defined subarea of a community with a high proportion of minority persons. Such communities would be considered as having a minority concentration if the number of minority persons residing in the Census Block Group is within the top 10<sup>th</sup> percentile of all Du Page County Block Groups in terms of minority concentration. Per the 2010 Census, such communities have a minority concentration of 58.4% or more.

**Policy**

It is the policy of the DuPage Community Development Commission and the DuPage HOME Advisory Group that greater locational choice be promoted in the development of affordable housing in the DuPage County area. This policy will be promoted in the implementation of the Community Development Block Grant Program and the HOME Investment Partnership Act program. The actions below will be used to promote greater locational choice for both low and moderate-income persons and minorities by

encouraging affordable housing outside of communities of low-income concentration, and, outside of communities of minority concentrations, and, within municipalities with insufficient affordable housing.

1. All project applications reviewed by the DuPage Community Development Commission for funding by the DuPage County CDBG program or reviewed by the DuPage HOME Advisory Group for funding by the DuPage Consortium HOME program that propose new construction of affordable housing or otherwise adding to the affordable housing stock will be evaluated for the suitability of the proposed site. Although a variety of issues will be examined, of particular note will be the impact of the proposed project on increasing concentrations of affordable units, low-income persons, and minorities. The extent of this evaluation will depend on the activity being proposed and general demographic information about the proposed location of the site. Guidance for this analysis will come from regulations at 24 CFR 983.57(e)(2) and (3) which is appended hereto. This information describes procedures for implementing site and neighborhood standards. Analysis of site suitability will include the following:
  - a. A special notice will be sent to the jurisdiction in which the proposed site is located providing opportunity to comment on: (1) consistency with local zoning or other applicable development control ordinances; (2) significant environmental concerns; (3) consistency in scale or appearance with the surrounding area; or (4) the effect on creating or expanding a concentration of affordable housing for low-income persons and minority persons. This notice is in addition to any notices required by the Environmental Review Record process.
  - b. If there is a reasonable potential for concern based on local jurisdiction comments (including supporting documentation), information from the application, or underwriting analysis by staff, the Community Development Commission or HOME Advisory Group may require further assessment. The purpose of the analysis will be to show that concerns will be adequately addressed.
  - c. If, after further assessment, there is documented evidence that site concerns cannot be adequately addressed, the Community Development Commission or HOME Advisory Group may determine that the proposed project does not meet the minimum program requirements of the respective program.
2. Staff to the CDC and the HOME Advisory Group, in providing technical assistance and advice to potential project sponsors, will encourage locations that are outside of neighborhoods of low-income concentration, and outside of

neighborhoods of minority concentrations, and within communities with insufficient affordable housing.

3. Additionally, the point system used for project selection will encourage wider distribution of affordable housing by including the following features:
  - a. A project proposed in a municipality of insufficient affordable housing, as defined by IHDA, will receive ten points for encouraging greater locational choice.
  - b. A project proposed in a community of low-income concentration will receive no points for encouraging greater locational choice. Projects outside of such communities will receive ten points.
  - c. A project proposed in locations outside of, but adjacent to, a community of low-income concentration will receive no points if it will have the effect of expanding the low-income concentration.
  - d. A project proposed in a community of minority concentration will receive no points for encouraging greater locational choice. A project located outside of such communities of minority concentration will receive ten points for encouraging greater locational choice.
  - e. Projects proposed in areas that would ordinarily not receive any points according to “b”, “c”, and “d” above, will receive these points for encouraging locational choice if supported by the local jurisdiction and if the requirements of Appendix (e)(3) are met.
  - e. Where the analysis (as described in section #1 above) shows that the project will be located within a municipality of insufficient affordable housing and outside of a community of low-income concentration and outside of a community of minority concentration, and, the costs associated with the project are high in relation to other projects due to this location, the evaluation of the project’s cost effectiveness in the point system will not be penalized, provided that the project does not exceed per-unit subsidy limits.

Appendix A - Source: 24CFR 983.57 (e) (1) (2) (3)

The HOME regulations require the Participating Jurisdiction to determine that the siting of new construction of rental projects meets the following requirements:

e) *New construction site and neighborhood standards.* A site for newly constructed housing must meet the following site and neighborhood standards:

(1) The site must be adequate in size, exposure, and contour to accommodate the number and type of units proposed, and adequate utilities (water, sewer, gas, and electricity) and streets must be available to service the site.

(2) The site must not be located in an area of minority concentration, except as permitted under paragraph (e)(3) of this section, and must not be located in a racially mixed area if the project will cause a significant increase in the proportion of minority to non-minority residents in the area.

(3) A project may be located in an area of minority concentration only if:

(i) Sufficient, comparable opportunities exist for housing for minority families in the income range to be served by the proposed project outside areas of minority concentration (see paragraph (e)(3)(iii), (iv), and (v) of this section for further guidance on this criterion); or

(ii) The project is necessary to meet overriding housing needs that cannot be met in that housing market area (see paragraph (e) (3)(vi)) of this section for further guidance on this criterion).

(iii) As used in paragraph (e)(3)(i) of this section, “sufficient” does not require that in every locality there be an equal number of assisted units within and outside of areas of minority concentration. Rather, application of this standard should produce a reasonable distribution of assisted units each year, that, over a period of several years, will approach an appropriate balance of housing choices within and outside areas of minority concentration. An appropriate balance in any jurisdiction must be determined in light of local conditions affecting the range of housing choices available for low-income minority families and in relation to the racial mix of the locality’s population.

(iv) Units may be considered “comparable opportunities,” as used in paragraph (e)(3)(i) of this section, if they have the same household type (elderly, disabled, family, large family) and tenure type (owner/renter); require approximately the same tenant contribution towards rent; serve the same income group; are located in the same housing market; and are in standard condition.

(v) Application of this sufficient, comparable opportunities standard involves assessing the overall impact of HUD-assisted housing on the availability of housing choices for low-income minority families in and outside areas of minority concentration, and must take into account the extent to which the following factors are present, along with other factors relevant to housing choice:

(A) A significant number of assisted housing units are available outside areas of minority concentration.

(B) There is significant integration of assisted housing projects constructed or rehabilitated in the past 10 years, relative to the racial mix of the eligible population.

(C) There are racially integrated neighborhoods in the locality.

(D) Programs are operated by the locality to assist minority families that wish to find housing outside areas of minority concentration.

(E) Minority families have benefited from local activities ( e.g. , acquisition and write-down of sites, tax relief programs for homeowners, acquisitions of units for use as assisted housing units) undertaken to expand choice for minority families outside of areas of minority concentration.

(F) A significant proportion of minority households has been successful in finding units in non-minority areas under the tenant-based assistance programs.

(G) Comparable housing opportunities have been made available outside areas of minority concentration through other programs.

(vi) Application of the “overriding housing needs” criterion, for example, permits approval of sites that are an integral part of an overall local strategy for the preservation or restoration of the immediate neighborhood and of sites in a neighborhood experiencing significant private investment that is demonstrably improving the economic character of the area (a “revitalizing area”). An “overriding housing need,” however, may not serve as the basis for determining that a site is acceptable, if the only reason the need cannot otherwise be feasibly met is that discrimination on the basis of race, color, religion, sex, national origin, age, familial status, or disability renders sites outside areas of minority concentration unavailable or if the use of this standard in recent years has had the effect of circumventing the obligation to provide housing choice.



**APPENDIX H – DuPage County Continuum of Care Homeless Prevention  
Emergency Solutions Grant Program Plan**

This section of the appendix contains the Continuum of Care’s Homeless Prevention ESG  
Program Plan version June 2013

DUPAGE COUNTY CONTINUUM OF CARE

# Homeless Prevention Emergency Solutions Grant Program Plan

Revised June 2013

Homeless Prevention Emergency Solutions Grant Program Plan  
Revised June 2013

**Table of Contents**

**Homelessness Assistance through the HP-ESG Program:**..... 4  
**Consistent Procedures and Practices:** ..... 4  
**Outreach & Coordination of Services:** ..... 5  
**Eligible Supports for Emergency Solutions Grant** ..... 5  
    **Procedural Guidance** ..... 5  
    **Tenant Based Rental Assistance** ..... 6  
        Short-term Assistance: ..... 7  
        Medium-term Assistance ..... 7  
        Rent Arrears  
        Late Payment Fees  
    **Housing Relocation & Stabilization Services (HRSS)**..... 7  
        **Financial Assistance**  
            Rental Application Fee  
            Security Deposit..... 8  
            Last Month's Rent  
            Utility Deposits  
            Utility Payment and Arrearage Assistance ..... 8  
            Moving & Storage Costs..... 8  
        **Stabilization Services**  
            Housing Search and Placement..... 9  
            Case Management..... 9  
            Mediation  
            Credit Repair..... 10  
            Legal Services..... 10  
    **Determining & Documenting ESG Eligibility** ..... 10  
        Eligibility Criteria  
        Homeless Prevention  
        Rapid Re-Housing  
        All Households  
        Guidance for Determining & Documenting Housing Options, Resources & Support Networks  
            ..... 12  
        Financial Resources  
        Assets  
        Social Support Networks including Family and Friends  
        Non-Duplication ..... 14  
        Non-Selection/Non-Continuation (Initial/Continuing Eligibility)..... 14  
**Separation Guidelines**..... 15  
**Eligible Units** ..... 15

Fair Market Rent Limits and the Rent Reasonableness Standard.....	15
Minimum Habitability Standard.....	16
Lease Requirements.....	17
<b>RENTAL ASSISTANCE AGREEMENT</b>	
<b>HMIS Standards</b> .....	19
<b>Tracking Services and Outcomes</b> .....	20
<b>Client Confidentiality</b> .....	20
<b>RECORDKEEPING REQUIREMENT</b> .....	20
<b>RECORD RETENTION PERIOD</b> .....	20
<b>REPORTING REQUIREMENTS</b> .....	21
<b>Monitoring</b> .....	21

## **DuPage County Homelessness Prevention Program: Homelessness Prevention Emergency Solutions Grant Program Plan**

This document provides a summary of The US Department of Housing and Urban Development (HUD) Emergency Solution Grant (ESG) rules and agreed upon procedural guidelines for program implementation in DuPage County. The intent of this document is to provide a framework through which Homelessness Prevention & Rapid Rehousing Emergency Solutions Grant (HP-ESG) funds will be used in DuPage County. This document, in no manner, should be seen as an alternative to or replacement of HUD rules and guidance which can be found at [www.hudhre.info](http://www.hudhre.info). This website is updated regularly by HUD and it is the responsibility of each Sub Grantee to keep apprised of any and all new and revised guidance. Community Planning and Development (CPD) listservs help stakeholders stay informed about programs, competitions, awards, policy updates and more. Sign up for the CPD listserv and select the topics for which you would like to receive more information.

### **HOMELESSNESS ASSISTANCE THROUGH THE HP-ESG PROGRAM:**

Assistance to households under the HP-ESG Program is intended to have a meaningful impact on homelessness and housing stability for participating households. ESG provides a variety of supports (*See Eligible Supports for Emergency Solutions Grant*) to achieve the following three assistive elements: preventing people from becoming homeless; diverting people into housing if they are currently applying for shelter; and helping people who become homeless to quickly return to permanent housing. ESG consists of a Rapid Re-housing (RRH) component for those who are currently literally homeless and a Homelessness Prevention (HP) component for those who meet homeless criteria categories 2,3,4 (Imminent Risk of Homelessness, Homeless under other Federal Statutes, Fleeing or attempting to flee domestic violence) or those who meet HUD's at risk of homeless criteria (see *Homeless Eligibility & Verification Form*). Eligible households under RRH include those who are literally homeless. Eligible households under HP will be those with extremely low incomes, (below 30% of the Area Median Income (AMI)) who lack resources and support networks for housing and who are homeless or at risk of homelessness. Participating households must agree to allow household demographic and service information to be shared between the participating agencies of the Homelessness Prevention Providers Committee of the DuPage Continuum of Care. Agencies will enter client level information into the DuPage County's Homeless Management Information System (HMIS) (*See Confidentiality & HMIS Standards*). Participating households must complete a case management assessment to determine eligibility and to develop goals toward housing stability. Agreeing to and participating toward achieving these goals are a requirement of both one time and continued assistance. Goals may be outlined in a Personal Recovery Plan, Housing Stability Plan or comparable document. The DuPage County Continuum will target households that have a demonstrated housing crisis, and that are likely to remain stably housed after this assistance. Eligibility must be re-assessed every 90 days (or less) for all HP participating households and annually (or less) for RRH participating households (*See Eligibility Criteria*). Households receiving any type of rent assistance under this program must reside or plan to reside in an eligible unit (*See Eligible Units*). ESG is not a mortgage assistance program and it is not intended to serve persons who need long-term and or intensive supports. ESG assistance is intended to stabilize housing. Maximum assistance under this program is 24 months in any 3-year period.

### **CONSISTENT PROCEDURES AND PRACTICES:**

HP-ESG providers agree to actively participate in the Homelessness Prevention Provider (HPP) Committee of the DuPage County Continuum and to follow this plan and all HUD rules, to make

certain that households meet the eligibility criteria of the program, to eliminate duplication, and to ensure seamless homelessness prevention coverage in the county. All HP-ESG providers must enter client and service level data into the HMIS system in accordance with HUD rules, operating standards set by the DuPage Continuum of Care (CoC) and confidentiality laws. (*See Confidentiality & HMIS Standards*)

All eligible supports are outlined in the ESG Notice dated December 5, 2011. These supports are intentionally focused on housing –financial assistance to help pay for housing services designed to keep people in housing, or services to locate housing. DuPage HP-ESG provider agencies are required to follow the ESG Notice, HUD’s guidance, and the policies and procedure’s within this program plan. An agency may not develop more strict guidelines for screening eligibility and service provision without approval of the DuPage County CoC.

#### **OUTREACH & COORDINATION OF SERVICES:**

Other available resources will be used before ESG funds are used in homeless prevention. In addition, the HPP Committee will collaborate with other agencies to ensure that all households at risk will have full access to the HP-ESG program, including people in area shelters, transitional housing programs, townships and other human service entities.

The Homelessness Prevention Providers Committee has developed a uniform brochure on all Homelessness Prevention and Rehousing Programs including HP-ESG.

Agency providers will comply with all Fair Housing and Civil Rights requirements.

The DuPage County Continuum of Care is in the process of exploring options for a centralized and/or coordinated assessment system. Per HUD guidelines, once the DuPage County CoC develops and implements a system, all ESG-funded providers are required to use it.

#### **ELIGIBLE SUPPORTS FOR EMERGENCY SOLUTIONS GRANT**

##### **Procedural Guidance**

- HP- ESG will only provide assistance to households residing in, homeless within or moving to DuPage County. However, if necessary and reasonable, DuPage County residents may be eligible for assistance to relocate across county or state lines, if necessary, to stabilize the household. If a provider decides to help a participant relocate, the provider retains the responsibility for ensuring all program requirements are met.
- HP- ESG will utilize geographic boundaries as outlined in the *Agency List and Community Served* for all services other than Financial Education and Legal Services which will be provided by DuPage County Community Services Family Self-Sufficiency Program and Prairie State Legal Services respectively. Exceptions may be made for clients who have an ongoing relationship with any ESG agency. However, exceptions must be decided in coordination with the agency responsible for that geographical area & the agency providing the service. The *Agency List and Community Served* document is updated as necessary at the discretion of the HPP Committee, HPP Executive Committee or Leadership Committee of the DuPage County Continuum of Care.

ESG assistance cannot be provided to eligible individuals or families for the same period of time and for the same cost types that are being provided through another federal, state, or local housing program. There are two cost types: Housing Relocation and Stabilization

Services (Includes: Moving costs, rental application fees, security deposit, last month's rent, utility deposit and utility payment) and Tenant Based Rental Assistance (includes arrears, short and medium term rent). Eligible households may be served using these two cost types in the categories of Rapid Rehousing assistance or Homelessness Prevention assistance. If a participant is receiving rental assistance under another program, ESG funds may not be used for rental assistance during that same time period. However, it could be used to pay for another cost type such as security deposit or utility payments. For example, a homeless veteran entering a HUD-VASH project that will assist him with his monthly rent may receive security deposit assistance through ESG funds.

- When providing rental assistance and security deposit, the lease must be in the client's name and signed by the tenant and the landlord. The assistance (voucher and payment) is made to the property owner/property complex only, and is not to exceed the amount owed to the owner for rent and/or security deposit.
- Rent may not exceed Fair Market Rents for that unit size AND must meet rent reasonableness standards for that specific unit (see *Fair Market Rent Limits and the Rent Reasonableness Standard*). .
- Total rent assistance is not to exceed 24 months in any 3-year period.
- Other ESG assistance must also be reasonable. ESG documentation should demonstrate that the ESG provider completed due diligence to ensure reasonable costs.
- Financial assistance under HP-ESG is provided in voucher form only, and no payments are made directly to participating households.
- ESG providers must track ESG services separately from other funds. Likewise, services provided under the components of Homelessness Prevention and Rapid Re-housing must be tracked independently of each other. ESG funds provided via the State of Illinois must be tracked separately from ESG funds received by the County. Finally, funds must be tracked separately by grant Fiscal Year.

### **Tenant Based Rental Assistance**

HUD advises that ESG assistance should be "need-based", meaning that providing agencies should determine the amount of assistance based on the amount necessary to prevent the program participant from becoming homeless or returning to homelessness in the near future. In no case is the ESG assistance provided to exceed 24 months in any 3-year period.

The goals for housing stabilization set by the case managers with the adult household members will include an assessment of income, expenses and the basic necessities required to maintain housing and stability. A budget will be developed and agreed upon prior to the approval of rental assistance. If ongoing rent assistance is projected, the budget will be monitored by the case manager. Rent assistance may be planned and approved in advance, but approvals are not to exceed the 90 day eligibility period for households receiving homeless prevention or one-year for households receiving rapid-re-housing assistance. Rent payments to the landlord will not be paid significantly in advance.

To ensure a consistent application of standards in determining rent amounts for ESG participating households the ESG provider will be responsible for determining and communicating the amount of rent to be provided, as well as empowering the participating household to assume graduating levels of financial responsibility. All ESG Providers will determine assistance based on identified variables, including income, rent, other financial issues, etc. Client rental payment for tenant based

rent assistance will be determined based on the amount of assistance required to meet their monthly expenses (i.e. total monthly income (-) minus total monthly expenses monthly = rent assistance amount). A lesser amount of rent may be required of the client in accordance with the program plan (such as establishing savings for housing stability or planned debt payments - i.e., client has a garnishment, pay day loan, huge child support arrearage or is working with legal or credit repair for debt reduction, etc.).

No court or legal fees may be paid with ESG funds.

ESG providers will obtain new income verification for the household as planned on a quarterly or annual basis. All households must meet income and risk criteria for continued assistance. The family's rent portion will be recalculated accordingly and will be reflected in the assistance. Agencies have the option of reviewing income and rent assistance prior to the planned recertification date when such a recertification would impact assistance needed for housing stability.

Agencies will provide assistance with the expectation that households will be able to sustain housing independently in the foreseeable future.

Tenant Based Rental Assistance is available to both HP and RR households. It consists of the following cost types:

**Short-term Assistance:**

Short-term assistance is provided for up to a maximum of 3 months. A housing stability plan will be developed with the household with the expectation that the household will be stable after assistance. A household that initially qualifies for short-term (1-3 months) assistance can transition into medium term assistance at the discretion of the case manager.

**Medium-term Assistance**

Medium-term assistance can be provided from 4 months up to a maximum of 24 months.

**Rent Arrears**

Rent arrearage assistance is not to exceed a one-time payment of up to 6 months. Rent arrearage is counted toward the 24 month maximum. When providing rental arrearage assistance, the ESG agency must ensure and document that the payment will enable the eligible household to remain in the housing unit for which the arrears are being paid or enable the household to move to another unit. ESG funds cannot be used to pay for rental arrearage assistance in which there was no written lease in place at the time unless an oral lease is enforceable by State law

**Late Payment Fees**

Payment of late fees is only allowed with one-time rent arrears assistance.

**Housing Relocation & Stabilization Services (HRSS)**

Housing Relocation and Stabilization Services consist of Financial Assistance and Stabilization Services and are available to both HP and RR households.

## **Financial Assistance**

Eligible financial assistance costs covered under housing relocation & stabilization services are listed below (HRSS)

### **Rental Application Fee**

ESG providers may assist program participants with rental applications fees as long as they are only fees charged by the property owner/manager to all applicants.

### **Security Deposit**

There is no expectation that security deposits be returned to the ESG provider agency. Security deposits may be used for damages as defined in the lease or returned to the tenant for use on the next unit should the tenant move in the future.

Security Deposits are to be used for permanent housing only. Clients that are moving into a halfway house or need “program fees” are not eligible.

Per HUD guidelines, DPC ESG agencies will only provide the equivalent of 2 months’ rent maximum for security deposit to eligible households. Exceptions are not allowed.

### **Last month’s rent**

If necessary, an ESG provider agency may assist with last month’s rent payment at the time the owner is paid the security deposit and first month’s rent. The payment must not exceed one month’s rent.

### **Utility Deposits**

There is no expectation that utility deposits be returned to the ESG provider agency. ESG provider agencies may only assist program participants with the standard deposit required by utility companies for gas, electric, water and sewage service.

### **Utility Payment and Arrearage Assistance**

DPC ESG agencies will only provide eligible individuals or households with up to 24 months of utility payments within any 3-year period, including up to 6 months of arrears per service, provided that the client or a member of his/her household has an account in his/her name with a utility company. ESG funds can only be utilized for provision of gas, electric, water, sewer, and garbage collection services; not phone or cable.

As with rent assistance, utility assistance cannot be provided to eligible individuals or families for the same period of time and for the same cost types that are being provided through another federal or state subsidy program (LIHEAP). When assisting with utility arrearages, ESG Providers must complete due diligence to determine monthly costs and document the method used.

To receive assistance with utility deposit or utility arrearage, household must show, in addition to imminent risk or homelessness, valid disconnect notice or proof that utilities will be disconnected or not be connected without assistance.

### **Moving & Storage Costs**

Reasonable moving costs, such as truck rental, hiring a moving company, or temporary storage fees can only be provided to eligible households for a maximum of 3 months, provided that fees are accrued after participant is deemed eligible and before the participant moves into permanent housing. Storage fee arrears are not eligible. ESG agencies must ensure moving costs are reasonable and document the due diligence in finding a reasonable cost.

## **Stabilization Services-**

### **Housing Search and Placement**

ESG providers may provide services or activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing. Housing should be mutually agreed upon by both the Case Manager and the participants Head of Household. At a minimum, housing should be clean, decent, well-maintained, affordable, and in a neighborhood that meets the needs of the family. Locating adequate housing is the responsibility of the family with assistance from a Case Manager as needed. The Case Manager may contact landlords directly if advocacy is needed. If needed, financial assistance with application fees is available. The Case Manager should keep abreast of current rental markets, landlords to avoid, and appropriately refer families to partnering landlords. Referrals will not be made to landlords that have repeatedly proven uncooperative with the ESG provider or a partner agency, have refused to reimburse due funds, do not adequately maintain properties, or have otherwise abused tenants' rights.

Per HUD, costs under Housing Stability Case Managements include: assessing (initial and periodic re-evaluations), arranging, coordinating, and monitoring the delivery of services to facilitate housing stability for participants. Services cannot exceed 30 days during the period participant is seeking permanent housing and 24 month-s during the period participant is living in permanent housing.

During short-term assistance, case management includes: assessment; housing stability planning; and referrals. The household is expected to achieve stability goals in 90 days or less. Suggestions may be made for goals to be completed by the ESG participants without case management support. However, per HUD Guidelines, each household receiving ongoing assistance must meet with the case manager on a monthly basis, unless prohibited by Violence Against Women Act (VAWA) or Family Violence and Prevention Services Act (FVSPA).

Medium term case management calls for regularly defined (monthly or more frequent is acceptable) face-to-face contact between household and case manager. Case management activities may include the same activities of short-term case management. Medium term case management is required during the months of medium term assistance and is appropriate when considerable barriers or need for considerable coordination and advocacy, case plan is expected to last more than 90 days.

### **Mediation**

Mediation services between the participant and property owner/manager are only eligible if necessary to prevent loss of permanent housing.

### **Credit Repair**

Per HUD, Credit Repair can include credit counseling and other services necessary to assist with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. ESG participant's will have access to attend DuPage County Community Services Family Self-Sufficiency Money Management and Credit Repair workshops. Additional credit counseling services will be available at the discretion of DPC ESG providers according to need and available resources.

### **Legal Services**

Legal Services must be necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the loss of permanent housing. It may include landlord/tenant matters; child support; guardianship, paternity, emancipation, and legal separation; orders of protection and civil remedies for victims of DV; appeal of veteran's and public benefit claim denials; and the resolution of outstanding criminal warrants. Legal services related to immigration and citizenship or mortgages are ineligible under ESG. Prairie State Legal Service (PSLS) is the ESG Legal service provider in DuPage County. Participants requiring housing related legal services will be referred to PSLS for available services and legal advice.

### **DETERMINING & DOCUMENTING ESG ELIGIBILITY**

All households must be assessed for eligibility and appropriateness of ESG services, via an initial consultation and eligibility assessment with a case manager or other authorized representative who can determine eligibility and the appropriate type of service needed, upon entry. Households receiving Rapid Re-housing services must be re-assessed at least annually and households receiving HP-ESG services must be reassessed for eligibility at least once every 90 days. Households which do not meet all eligibility criteria are not eligible to receive any ESG services - including financial assistance and housing relocation and stabilization services. Households may become ineligible for ESG services if they do not meet the terms of the Recovery Plan at any point as determined by the ESG provider, or if ESG services are no longer the most appropriate service to stabilize housing. (*See Separation Guidelines*)

After initial eligibility, the ESG household is determined to remain eligible until 90 days or file closure, whichever comes first. ESG providers can choose to require re-evaluation each time a program participant experiences a change in income, household composition, or need for assistance.

ESG case files must show sufficient documentation of eligibility and determination of assistance. Guidance on acceptable documentation may be found at [www.hudhre.info](http://www.hudhre.info) (Refer to HUD's issued guidance! [Homeless Status: Recordkeeping Requirements](#) and [At-Risk Status and Income: Recordkeeping Requirements](#)). The expectation will be that documentation standards are of the highest standard reasonable. If a lower standard of documentation is used (for example, self-statement of income) the agency will document attempts made to secure documentation and proceed only when reasonable and necessary to avoid or alleviate a homeless situation of the applicant household. Based on this guidance, our continuum has developed a format to document

Homeless status and define the necessary documents to verify. (See *Homeless Eligibility & Verification Form*.)

Eligibility criteria other than listed in HUD guidance or this program plan must be approved by DuPage County CoC, documented in written policies and procedures, and must be applied consistently.

Households must be eligible under each and all categories below:

*Eligibility Criteria:*

**Homeless Prevention (HP)**

- ESG HP assistance can be available to individuals and families that are in **Homeless Categories 2, 3, and 4**, but are not literally homeless (see HUD Guidance [At-a-Glance – Criteria and Recordkeeping Requirements for Definition of Homeless](#)) OR those in **At-Risk of Homelessness Categories 1, 2, and 3**. (see [At-a-Glance – Criteria for Definition of At Risk of Homelessness](#))
- At initial assessment, households must have income below 30 % Area Median Income (AMI). (see [www.huduser.org/DATASETS/il.html](http://www.huduser.org/DATASETS/il.html).) And must lack resources and support networks that would prevent them from moving into an emergency shelter or other place described in Category 1 of the homeless definition.
- At each 90-day re-certification, to continue receiving ESG service households must have income that is at or below 30 % of AMI, and must lack sufficient resources and support networks to retain housing without ESG assistance.

**Rapid Re-Housing (RRH)**

- Rapid Re-housing assistance is only available to individuals and families who meet the definition for **Literally Homeless Category 1** under the Homeless Definition Final Rule as follows (see HUD Guidance [At-a-Glance – Criteria and Recordkeeping Requirements for Definition of Homeless](#)):
  - Individual or family who lacks a fixed, regular, and adequate residence, meaning:**
    - a. Has a primary nighttime residence that is a public or private place not meant for human habitation; OR
    - b. Is living in a publicly or privately operated shelter designated to provide temporary living arrangements ( including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs) OR
    - c. Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;
- There is no income threshold at initial assessment
- At annual re-certification, households must have income that is at or below 30 % of AMI, AND must have no appropriate subsequent housing options AND must lack sufficient resources and support networks to retain housing.

**All Households (HP or RRH):**

- Must agree to allow household information to be shared with participating agencies of the Homelessness Prevention Provider Committee including via the HMIS reporting system; ESG funding recipients must be entered into HMIS for reporting requirements
- Must complete a comprehensive assessment of needs and service plans for housing stabilization
- ESG funding recipients must be willing to create and engage in a Recovery Plan and case management as needed to acquire and maintain stable housing (independent of this assistance within a defined time period not to exceed 24 months)
- Households may be required to complete critical goals prior to being approved for ESG financial assistance. Such goals may include obtaining a source of income in the household as ESG financial assistance for rent will not stabilize a household alone.
- If receiving assistance with utility deposit or utility arrearage, household must show, in addition to imminent risk or homelessness, valid disconnect notice or proof that utilities will not be connected without assistance. As with all activities under ESG, assistance must be sought first from other resources (LIHEAP) and ESG assistance cannot be for the same cost type or time period as other assistance.
- If receiving rental arrears, security deposit, short-term or medium-term rent assistance, the household must be living in or planning to move to a residence which meets HUD's Rent Reasonableness Standard, Fair Market Rent Standards and housing habitability standards. *(See Eligible Units);*

### **Guidance for Determining & Documenting Housing Options, Resources & Support Networks**

In addition to determining homeless status and other eligibility criteria, ESG agencies are required to assess whether an applicant has alternatives to ESG assistance to obtain or maintain housing. This includes an assessment of financial resources, assets, family or support networks which may translate to alternative housing options. DuPage County COC understands, due to the diversity and complexity of our resident's needs and resources, there is no standardized tool which will accurately predict the future housing situation for all applicants. DuPage County COC will rely on the professional judgment of our ESG agency staff to assess, during their interview, housing options, resource and support networks and whether households need ESG assistance. The conclusion of this assessment will be documented in the file by the staff person conducting the assessment using the Housing Options, Resource & Support Networks portion of our standardized tool Homeless Eligibility & Verification Form.

To provide guidance on specific manners of assessment see below.

#### **Financial Resources**

Each file will contain a monthly budget which incorporates a household's income, resources and expenses. The budget is only required to look at expenses necessary to maintain housing and basic needs. However, agencies may also include debt payment or other expenses, including savings for housing stability, if deemed appropriate by the housing stabilization plan.

When mainstream resources are available in the community, the ESG agency may require the ESG participating household to obtain or maintain these resources as a condition of assistance.

#### **Assets**

Household assets are **always** to be assessed to determine income eligibility as defined by HUD. A review of assets is also a relevant piece of determining whether a household has financial resources to obtain or maintain housing.

Cash, savings and checking accounts are to be considered tangible assets available for the household budget as described above. Household reported cash, and bank accounts must be reviewed in the initial and recertification assessment process.

Tangible assets such as furnishings, automobiles, jewelry and clothing may be retained by the household and are not required to be a part of this analysis.

Assets designed by law for retirement (e.g., IRA, Roth IRA, 401K accounts) will not be a required aspect of the determination of the household's resources for applicants younger than 59 1/2.

For financial assistance, arrears and short-term rent assistance, agencies are not required to consider other assets (e.g. retirement accounts, certificate of deposit) in their assessment of the household's resources.

For ongoing tenant based rental assistance, agencies are required to consider available assets (e.g., Certificate of Deposits, Investments) in determining whether to include use of these assets in the housing stabilization plan. The following questions are used as guidance for assessing and documenting this decision:

- Does the household report any assets?
- Can the assets be converted to cash quickly and without excessive penalty?
- Is the asset substantial enough, in and of itself, to assist the household in independently sustaining housing without risk?
- If the answer is yes to all of the above, the agency will *require* the household to strategically use the assets to stabilize future housing. ESG funded Housing Relocation and Stabilization Services may be offered at this time.
- If the assets are not substantial, or may not be converted to cash quickly and without cost and the household would only reasonably delay homelessness, the agency may plan strategic use of these assets in the housing stabilization plan but use of assets is not required by the COC.

*For the purpose of this guidance, 'substantial' refers to assets which exceed 2 months of basic household expenses as defined in financial resources above. 'Without significant penalty' means a loss of 25% or more of available assets, including potential tax penalties.*

### **Social Support Networks including Family and Friends**

At the time of application, ESG providers will explore housing options with all applicants. It is the clear intention of the DuPage County COC that viable housing alternatives will be safe, and adequate.

Case managers will explore current or future alternatives that participants have to ESG assistance. These alternatives include financial resources toward the monthly budget, such as family support, church contributions, or housing alternatives which may include staying with family or friends.

Case managers will explore these options in their interview and document, in the file, their concluding assessment of whether these are viable alternatives now or in the future. Viable options would include those which are safe, adequate and unlikely to place the household members at future risk of homelessness (e.g. breaking a lease where the landlord will enter a financial judgment).

### **Non-Duplication**

ESG specifies a household previously deemed ineligible, but which becomes eligible may continue to receive assistance but is not to exceed a total of 24 months of assistance within a 3 year period. Additional financial supports will be determined at the discretion of the ESG agency using geographic boundaries and criteria for *Non-selection/Non-continuation*.

Current HPP Committee guidelines state: “Households should not receive assistance from any homelessness prevention provider fund (IDHS, ESG, HPRP, CSBG, and EFSP) more than one time in any twelve month period. Exceptions may be considered in extraordinary circumstances, when necessary, to put a multi-month package together for the client, or when funding is near depletion.” This guideline will stand true in DPC for ESG **financial** assistance only. **Services** under ESG Housing Relocation and Stabilization Services may be provided to eligible clients regardless of previous financial assistance received by the household. Exceptions are at the discretion of the ESG providing agency. Best practices call for any exception to be made in coordination with the first providing agency.

ESG providers report on all adults receiving financial assistance for inclusion in the non-duplication list and in HMIS. ESG providers must have valid authorization to share information via the non-duplication list and HMIS. (*See Confidentiality & HMIS Standards*)

### **Non-Selection/Non-Continuation (Initial/Continuing Eligibility)**

The ESG agency will make decisions regarding non-selection for participation in ESG at initial application or at recertification due to any of the reasons defined below. Criteria apply to both initial application and at time of quarterly or annual reassessment.

*Please note: violent or drug related criminal activity related to a household receiving any type of rental assistance is grounds for immediate termination. Likewise, misrepresentation of eligibility by any household also provides reason for immediate separation from any program assistance.*

- Household does not meet all eligibility criteria; OR
- Household does not complete all steps to establish eligibility in a timely manner; OR
- Misuse of program services by any household member; OR
- Household does not complete or refuses to engage in Recovery Plan objectives; OR
- Household non-readiness, as determined by the ESG providing agency, due to:
  - Lack of “key” services from service providers in the community or an unwillingness/inability by the household to link to such key services; AND/OR
  - Household’s misuse of resources, including personal resources such as income and benefits

<p><b><u>Key resources</u></b> are those resources or services that are integral to the household’s ability to achieve self-sufficiency.</p>
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**Self-Sufficiency** is defined as the household's ability to maintain rent and household expenses independent of the ESG within a defined period of time.

- At the discretion of the ESG providing agency, based on the household's use of current and past agency services - Including but not limited to: a review of the client's previous participation in similar agency services, such as homelessness prevention services, short-term case management or some equivalent data.

The ESG providing agency will make all reasonable efforts to link clients to services or advocate for provision of services before making a decision of non-selection.

### **SEPARATION GUIDELINES**

All assistance provided under ESG is subject to eligibility requirements and program guidelines. Final decisions regarding non-continuation will be relayed in writing, to the household, by the ESG providing agency. The ESG agency will provide, when appropriate, information about helpful outside resources and the opportunity to re-apply to the program or to enter the program at a later date. Per HUD guidelines, provider agencies must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination, so that a program participant's assistance is terminated only in the most severe cases.

A formal separation process will, at a minimum, consist of the following:

- Written notice which includes date of termination, reason for termination, opportunity for appeal, and, if appropriate, any helpful resources to assist the participating household to maintain housing stability.
- Opportunity to appeal – Participating households which are selected for non-continuation are entitled to request a review of the decision with the opportunity to present oral or written objections before a person other than the person (or a subordinate of the person) who made or approved the termination decision. Final decisions regarding the appeal will be provided promptly in writing.

### **ELIGIBLE UNITS**

See ESG Interim Rule 24 CFR Parts 84, 85, 91<sup>1</sup>, & 576 for information regarding conflicts of interest, Non-discrimination and Equal Opportunity Requirements, Fair Housing, and Civil Rights laws.

### **Fair Market Rent Limits and the Rent Reasonableness Standard**

All units which receive Tenant Based Rental Assistance under the Emergency Solutions Program must have a monthly gross rent which is at or below the most recently published HUD rents (*see <http://www.huduser.org/portal/datasets/fmr.html>*). The monthly gross rent must also meet HUD's rent reasonableness standard, meaning the gross rent charged for a unit must be reasonable in relation to the rents being charged during the same time period for comparable units in the private, unassisted market and must not be in excess of rents being charged by the owner for comparable non-luxury unassisted units. These standards of Fair Market Rent and Reasonableness apply to arrearages as well as rent going forward. *See HUD's guidance on calculating FMR & determining Rent Reasonableness.*

As the HUD Fair Market Rent is low for DuPage County and the DuPage Housing Authority has been granted an exception payment standard which exceeds the HUD rent, the DuPage County Continuum will request a waiver for this regulation. Any change in our fair market standard will be added as an addendum to this plan. In the absence of an addendum, our Fair Market Rent standard is as follows for HUD FY 2013.

<b>Bedrooms</b>	<b>HUD Fair Market Rent For DuPage County FY 2013</b>	<b>DuPage County Continuum Maximum FMR (per Waiver)</b>
Zero Room/Efficiency	717	
1	815	
2	966	
3	1231	
4	1436	

The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four bedroom FMR, for each extra bedroom. For example, the FMR for a five bedroom unit is 1.15 times the four bedroom FMR, and the FMR for a six bedroom unit is 1.30 times the four bedroom FMR. FMRs for single-room occupancy units are 0.75 times the zero bedroom (efficiency) FMR. For example, a five bedroom unit would need to have a rent at or below \$1,651 or it would be ineligible for rental assistance under the ESG program.

To document rent reasonableness, the agency must determine rent reasonableness using one of the following methods:

- Reviewing comparable units advertised for rent
- Written verification from the property owner of comparability of rent charged with other units owned.

The ESG providing agency should consider the following when determining rent reasonable:

- The location, quality, age, size, and type of the unit
- Any amenities, services and utilities to be provided by the owner

Documentation of the comparable review will be retained in the participant file.

Visit [www.hud.gov/offices/cpd/affordablehousing/library/forms/rentreasonablechecklist.doc](http://www.hud.gov/offices/cpd/affordablehousing/library/forms/rentreasonablechecklist.doc)

**Minimum Habitability Standard**

HUD has set minimum standards for permanent housing. ESG funds may only be used to help a program participant remain or move into housing which meets these minimum habitability standards. This includes funds for Housing Stabilization Services as well as Tenant Based Rental Assistance.

As stated in the Federal Register, minimum habitability standards the housing must meet all the following criteria: (1) *Structure and materials*. The structures must be structurally sound to protect residents from the elements and not pose any threat to the health and safety of the residents. (2) *Space and security*. Each resident must be provided adequate space and security for themselves and their belongings. Each resident must be provided an acceptable place to sleep. (3) *Interior air quality*. Each room or space must have a natural or mechanical means of ventilation. The interior air must be free of pollutants at a level that might threaten or harm the health of residents. (4) *Water supply*. The water supply must be free from contamination. (5) *Sanitary facilities*. Residents must have access to sufficient sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste. (6) *Thermal environment*. The housing must have any necessary heating/cooling facilities in proper operating condition. (7) *Illumination and electricity*. The structure must have adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There must be sufficient electrical sources to permit the safe use of electrical appliances in the structure. (8) *Food preparation*. All food preparation areas must contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner. (9) *Sanitary conditions*. The housing must be maintained in a sanitary condition. (10) *Fire safety*. (i) There must be a second means of exiting the building in the event of fire or other emergency. (ii) Each unit must include at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors must be located, to the extent practicable, in a hallway adjacent to a bedroom. If the unit is occupied by hearing impaired persons, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person. (iii) The public areas of all housing must be equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, community rooms, day care centers, hallways, stairwells, and other common areas.

DuPage County's HP-ESG program will utilize County staff members who have completed Housing Quality Standard training to perform the requisite habitability inspections. The habitability inspection forms are appended to this plan. Should an inspection be necessary outside of DuPage County, DuPage County staff will either perform the habitability inspection or contact the local participating jurisdiction or housing authority for assistance in obtaining an inspection.

Housing inspections completed by the DuPage or Aurora Housing Authorities for units that will receive a HUD-VASH or Section 8 voucher are acceptable as long as they have been completed within 60 days of the clients ESG application. Client files must contain documentation from the respective Housing Authority to confirm that the unit passed inspection prior to a provider issuing financial assistance.

#### Habitability Inspection Referral Process

The Provider will complete a written referral on the form provided, and will fax/email the completed form to DuPage County Community Services, Single Family Rehabilitation Program. A qualified inspector will coordinate and complete the housing inspection. The inspector will return the completed Habitability Standard Form, as needed, in addition to the completed referral form, to verify the inspection status. The forms will be returned to the original Provider for the participant's file.

#### Lease Requirements

The provision of ESG rent assistance and security deposits seeks to ensure permanent housing stabilization.

- The landlord must agree to work with the ESG agency to accept vouchered rent payment and to stop eviction proceedings upon receipt of signed voucher.
- Households may be assisted at the end of their lease term, if a move to another housing unit is necessary in order to ensure future housing stabilization.
- Month-to-Month leases – month-to-month leases reflect transience, and should be avoided in general. HUD does not specifically exclude month-to-month leases. The ESG agency will attempt to engage the landlord to work on a long-term lease arrangement when this benefits the client. IF ESG assistance is used to assist a household secure new housing, HUD requires a minimum of a one-year lease.
- ESG agencies must have a copy of the valid lease to assist with rent unless financial assistance is limited solely to payment of rental arrears. Valid leases must include signatures of both the client and/or a member of the household and the owner/authorized representative, and must be dated.
  - Recipients of ESG funds must have a written lease or rental agreement, the legal right to reside in the unit and prove responsibility for paying the rent. As a general matter, if the eligible person is not named on a valid lease/rental agreement either as a tenant or an authorized occupant, the person has no legal right to reside in the unit and is therefore not eligible for rental assistance. However, if an applicant is listed as an occupant on a lease agreement and can prove through paid receipts in their name, money orders or cancelled checks that they pay rent or utility bills, even if the accounts are in the name of another household member, it is permissible to assist the applicant. The Grantee and project sponsor have responsibility for ensuring the eligibility of each household assisted with ESG funds.
  - Oral Leases, if enforceable by State law, are acceptable when assistance is *solely* for rental arrears.
  - A sublease is considered a legal lease. However, the grantee should be sure that the relationship between the participant/grantee/sub grantee and the landlord is not in violation of the conflict of interest provisions as stated in the ESG Notice. For example, the sublease agreement should not be between relatives or other parties where there is a potential conflict of interest. Only the owner of record or Management Company may be paid.
  - Rooms to rent and shared housing arrangements with separate leases - Applicants residing in shared housing programs (e.g. Community Housing Association of DuPage SOLO) that provide separate leases for each tenant may be eligible for assistance if they are a valid leaseholder. Single room occupancy rent reasonableness and FMR Limits apply.

### **Rental Assistance Agreement**

Rental Assistance cannot be provided without an agreement between the ESG provider and the owner/property manager.

- ESG provider will ensure that a rental assistance agreement between the provider and the owner/property manager is completed for each participant household receiving rental assistance.
- ESG providers must ensure timely rent payments are made on behalf of participant households receiving ongoing financial assistance. ESG regulations specifically

- prohibit late payment fees incurred by the ESG provider under Rental Assistance Agreement with the owner/property manager.
- The Agreement must contain the same rent payment due date, grace period and late payment penalty requirements as the program participant's lease.

### **HMIS STANDARDS**

HMIS is locally administered by the DuPage County Continuum of Care locally referred to as HMIS or Homeless Management Information Systems. HMIS was developed by HUD to gather and analyze data to determine the effectiveness of McKinney-Vento Act Programs. HMIS provides the ability to: develop unduplicated counts of clients served at the local level; analyze patterns of use of people entering and exiting the homeless system; and evaluate the effectiveness of those systems.

ALL DuPage HP-ESG providing agencies must enter client-level data into the DuPage County Continuum of Care's HMIS system. Baseline requirements include: Data collection; program descriptors; universal data elements; and program specific data elements. These elements have been revised for the implementation of HP-ESG and may be updated as necessary at the discretion of the HMIS Committee, HPP Committee, HPP Executive Committee or Leadership Committee of the DuPage County Continuum of Care.

All HP-ESG providing agencies must:

- Comply with federal, state and local confidentiality laws
- Comply with limits on data collection ( relevant, appropriate, lawful and specified in privacy notice)
- Have a written policy on HMIS usage and post it on agency website
- Must post a sign at intake or comparable location with general reasons for data collection and reference to the privacy policy

The DuPage County Continuum of Care's HMIS Privacy Plan, baseline privacy policy and additional documents can be found at <http://www.dupageco.org/HMIS>;

Additional information can be found in the following documents: *Homeless Management Information System (HMIS) Data Standards, Final Revised, March 2010*; *DuPage Continuum of Care HMIS Standard Operating Procedures*; *DuPage Continuum of Care User's Manual*; and at [www.hudhre.info](http://www.hudhre.info)

HP-ESG agencies should be prepared to promptly enter client and service level data into HMIS; share information within HMIS; send and receive electronic referrals via HMIS. The HPP Committee and the HMIS Committee contributed to the development of a standardized assessment, referral and reporting requirements.

- HP-ESG agencies must adhere to the following requirements for **each** member of a participating household:
  - Complete the Continuum MDR
  - Complete the HP-ESG Assessment- upon initial assessment, updated quarterly or annually at recertification per applicable HUD requirements, and upon exit
  - Complete a HP-ESG Program Entry & Exit
  - Applicable HP-ESG Financial Services for each service provided

- Applicable HP-ESG Relocation & Stabilization Services for each service provided-a case management service must be entered for each member of a participating household every quarter

In addition to a valid authorization to release information from the head of household and each adult member, each HP-ESG agency has agreed to participate in HPP and/or HP-ESG provider groups within HMIS to share information required for reporting purposes and to prevent duplication of services. See *DuPage Homelessness Prevention Partnership Community Partnership Agreement 2011 (updated annually)*.

### **TRACKING SERVICES AND OUTCOMES**

Services and program outputs must be tracked according to HMIS standards. The HPP and the Leadership Committees of the Continuum of Care determined that the HMIS generated APR and the annual DuPage County COC Homelessness Prevention Reporting Tool are, together, sufficient to track outcomes. However, all HP-ESG agencies must complete a follow up call in 90 days from the date households were exited from HP-ESG to determine whether the household remained stably housed.

Additional performance outcomes may be proposed by the Continuum of Care Leadership Committee. Consistent HMIS data entry will increase potential for continuum-wide HP-ESG performance.

### **CLIENT CONFIDENTIALITY**

Each HP-ESG providing agency must implement procedures to ensure the confidentiality of records pertaining to any individual provided with assistance and that the address or location of any assisted housing will not be made public.

To facilitate coordination, to ensure non-duplication and to aid in the consistent reporting of DPC HP-ESG services provided within the HMIS service system, all participating adults must be informed of the HMIS Privacy Policy. Participant's information will be utilized and shared per the standards in the Privacy Plan and policy. All participating adults are required to sign an Authorization to Release Information, including household demographics, income, and service information and case plan that may be shared amongst all providers in the Homelessness Prevention Provider Committee. Participating household members may decline sharing of certain assessment information which is not essential to coordination/non-duplication. It is the responsibility of the HP-ESG provider agency to protect the confidential nature of such information. However, participant refusal to share essential information for service coordination/non-duplication will affect eligibility for HP-ESG services.

### **Recordkeeping Requirement**

Sufficient records must be established and maintained by HP-ESG Providers to demonstrate that all ESG requirements are being met.

### **Record Retention Period**

HP-ESG providers must maintain documentation on all households seeking assistance. If determined ineligible, documentation must reflect reasons. Documentation of participant eligibility and

assistance provided must be retained for 5 years after the expenditure of all funds from the grant under which the program participant was served.

**Reporting Requirements**

ESG Recipients will submit annual performance reports to HUD via Consolidated Annual Performance and Evaluation Reporting (CAPER). DuPage HP-ESG providers will ensure necessary data is available in the required format per the grantors (State of Illinois and/or DuPage County) requests.

**MONITORING**

DuPage HP-ESG providers have received funding from either or both state and county grantees. As with program implementation guidance, monitoring requirements are expected to be met as they are outlined by each grantor. The requirements may be included in contracts, Memorandum of Understanding, or manuals. As HP-ESG program has been in development, some updates to procedures may be provided via email.

County guidance for direct federal allocation states the following:

Sub grantee monitoring reinforces accountability; provides for continuous improvement; and is required by the ESG Notice. Monitoring goals include the improvement of program and financial performance and ensure regulatory compliance in all areas. Monitoring the HP-ESG in the County is done through a variety of measures consisting of desk top review, which also includes evaluation of requests for payment, and on-site visits with file review.



## **APPENDIX I – Glossary**

This section lists the acronyms used throughout the ConPlan

## **Glossary of Acronyms**

ACS – American Community Survey  
ADA – Americans with Disabilities Act  
AIDS – Acquired Immune Deficiency Syndrome  
AIMCIL – Achieving Independence and Mobility Center for Independent Living  
AMI – Area Median Income  
CAPER – Consolidated Annual Performance and Evaluation Report  
CDBG – Community Development Block Grant Program  
CDBG-DR – Community Development Block Grant – Disaster Recovery  
CDC – DuPage Community Development Commission  
CD-ROM – Compact Disc – Read Only Memory  
CED – Comprehensive Economic Development Area  
CFR – Code of Federal Regulations  
CHAS – Comprehensive Economic Development Area  
CMAP – Chicago Metropolitan Agency for Planning  
CoC – Continuum of Care  
COD – College of DuPage  
Con Plan – Consolidated Plan  
DCFS – Youth Housing Assistance Program  
DHA – DuPage Housing Authority  
DHAC – DuPage Housing Action Coalition  
DHOC – DuPage Homeownership Center  
DSM-IV – Diagnostic and Statistical Manual of Mental Disorders  
EDC – DuPage Economic Development Committee  
ESG – Emergency Solutions Grants Program  
ESL – English as a Second Language  
FHA – Federal Housing Administration  
FMR – Fair Market Rent  
HAMFI – HUD-Adjusted Median Family Income  
HCV – Housing Choice Voucher  
HDF – Housing Development Fund  
HEARTH Act – Homeless Emergency Assistance and Rapid Transition to Housing  
HIV – Human Immunodeficiency Virus  
HMIS – Homeless Management Information System  
HOME – Home Investment Partnership Program  
HOPWA – Housing Opportunities for People With AIDS  
HPP – Homeless Prevention Providers  
HUD – Housing and Urban Development Department  
IDES – Illinois Department of Employment Security  
IDHA – Illinois Housing Development Authority  
Low-Mod – Low – Moderate Income  
MBE – Minority Owned Business Enterprise  
NACCED – National Association for County Community and Economic Development  
NOFA – Notice of Funding Availability  
NRC – Neighborhood Resource Center

NSDUH – National Survey on Drug Use and Health  
PBV – Project Based Voucher  
RAD – Rental Assistance Demonstration  
RHSP – Rental Housing Support Program  
SAMHSA – Substance Abuse and Mental Health Services Administration  
SFR – Single Family Rehabilitation Program  
SNAP – Supplemental Nutrition Assistance Program  
TASC – Treatment Alternatives for Safe Communities  
WBE – Woman Owned Business Enterprise  
WIC – Women, Infants, and Children Supplemental Nutrition Program